

AGENDA
REGULAR CITY COUNCIL MEETING
COUNCIL CHAMBERS
5000 CLARK AVENUE
LAKEWOOD, CALIFORNIA

December 12, 2017

RECEPTION: Lakewood Celebrates . . .” 6:00 p.m.

CALL TO ORDER 7:30 p.m.

INVOCATION: Pastor Tim Buzbee, Life Center Church

PLEDGE OF ALLEGIANCE: Daisy Troop 2683

ROLL CALL: Mayor Diane DuBois
Vice Mayor Steve Croft
Council Member Ron Piazza
Council Member Todd Rogers
Council Member Jeff Wood

ANNOUNCEMENTS AND PRESENTATIONS:

ROUTINE ITEMS:

All items listed within this section of the agenda are considered to be routine and will be enacted by one motion without separate discussion. Any Member of Council may request an item be removed for individual discussion or further explanation. All items removed shall be considered immediately following action on the remaining items.

RI-1 Approval of Minutes of the Meetings held November 14, and November 28, 2017

RI-2 Approval of Personnel Transactions

RI-3 Approval of Registers of Demands

RI-4 Approval of Monthly Report of Investment Transactions

RI-5 Approval of Installation of Disabled Person Parking Space at 4945 Adenmoor Avenue, Resolution No. 2017-63

RI-6 Approval of Removal of Disabled Person Parking Spaces at 2559 Bomberry Street and 2740 Harvey Way, Resolution No. 2017-64

RI-7 Approval of the Energy Action Plan

RI-8 Acceptance of Notice of Completion for Public Works Project No. 2017-3, Asbestos Abatement of Burns Community Center, Harbor Environmental Group, Inc.

City Council Agenda

December 12, 2017

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REPORTS:

- 3.1 Review of Comprehensive Annual Financial Report (CAFR) for Year Ended June 30, 2017, and Formation of an Audit Committee
- 3.2 Update on Improvements to the Existing Burns Community Center
- 3.3 Approval of Professional Services Agreement with Aquatic Designs, Inc. – Pool Evaluation and Equipment Replacement Design
- 3.4 Professional Services Agreement with Macro Automatics Corporation for SCADA System Upgrades

AGENDA LAKEWOOD SUCCESSOR AGENCY

1. Approval of Registers of Demands

AGENDA LAKEWOOD HOUSING SUCCESSOR AGENCY

1. Approval of Registers of Demands

ORAL COMMUNICATIONS:

CLOSED SESSION:

CONFERENCE WITH REAL PROPERTY NEGOTIATORS: Pursuant to Government Code §54956.8

Property: Sewer Easement on Southern California Edison Property within Rynerson Park

Agency Negotiator: City Manager, Director of Public Works, Legal Counsel

Negotiating Parties: Southern California Edison Representatives

Under Negotiation: Price

ADJOURNMENT

In compliance with the Americans with Disabilities Act, if you are a qualified individual with a disability and need an accommodation to participate in the City Council meeting, please contact the City Clerk's Office, 5050 Clark Avenue, Lakewood, CA, at 562/866-9771, ext. 2200; or at cityclerk@lakewoodcity.org at least 48 hours in advance to ensure that reasonable arrangements can be made to provide accessibility to the meeting.

Agenda items are on file in the Office of the City Clerk, 5050 Clark Avenue, Lakewood, and are available for public review during regular business hours. Any supplemental material distributed after the posting of the agenda will be made available for public inspection during normal business hours in the City Clerk's Office. For your convenience, the agenda and the supporting documents are available in an alternate format by request and are also posted on the City's website at www.lakewoodcity.org

Routine Items

Routine Item 1 – City Council Minutes
will be available prior to the meeting.



Minutes

Lakewood City Council

Regular Meeting held
November 28, 2017

At 7:30 p.m. on November 28, 2017, in the City Council Chambers at the Civic Center, 5000 Clark Avenue, Lakewood, California, the City Clerk was present.

It was the time and place for a Regular Meeting of the City Council of the City of Lakewood.

The City Clerk immediately declared the Meeting adjourned due to lack of a quorum.

Respectfully submitted,

Jo Mayberry, CMC
City Clerk

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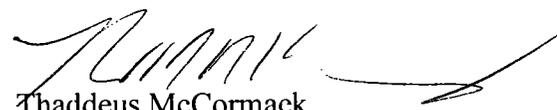
COUNCIL AGENDA
December 12, 2017

TO: The Honorable Mayor and City Council

SUBJECT: Report of Personnel Transactions

<u>Name</u>	<u>Title</u>	<u>Schedule</u>	<u>Effective Date</u>
1. FULL-TIME EMPLOYEES			
A. Appointments			
Minh Duong	Accounting Technician	13A	11/29/2017
Elizabeth Loera	Administrative Clerk	8A	12/04/2017
Michelle Williams	Administrative Clerk	8A	12/04/2017
B. Changes			
Kevin Arias	Senior Park Maintenance Worker	13A	11/19/2017
	Park Maintenance Lead Worker	18A	
C. Separations			
Eric Rogers	Water Production Lead Worker	23A	11/30/2017
2. PART-TIME EMPLOYEES			
A. Appointments			
None			
B. Changes			
Andy Barrera	Maintenance Services Aide I	B	11/19/2017
	Maintenance Services Aide II		
Brian Batts	Maintenance Services Aide I	B	11/19/2017
	Maintenance Services Aide II		
Garrett Bradley	Maintenance Trainee I	B	11/19/2017
	Maintenance Services Aide III		
Michelle Cervantes	Paratransit Communication Operator IV	B	11/19/2017
	Paratransit Communication Operator V		
Myrtha Chavez	Maintenance Services Aide I	B	11/19/2017
	Maintenance Services Aide II		

Theresa Graves	Paratransit Vehicle Operator III Paratransit Vehicle Operator IV	B	11/19/2017
Dion Holston	Maintenance Services Aide I Maintenance Services Aide II	B	11/19/2017
Bryan Marquez	Maintenance Services Aide I Maintenance Services Aide II	B	11/19/2017
Romaldo Perez	Maintenance Services Aide I Maintenance Services Aide II	B	11/19/2017
Rodney Williams	Maintenance Services Aide I Maintenance Services Aide II	B	11/19/2017
Casey Willingham	Maintenance Services Aide I Maintenance Services Aide II	B	11/19/2017
C. Separations			
Paul Belknap	Community Services Specialist	B	10/02/2017
Ashley Hoover	Community Services Specialist	B	10/07/2017
Antoine Gerard	Community Services Specialist	B	10/07/2017
Juan Gonzalez	Maintenance Trainee II	B	11/10/2017
Anthony Sampiero	Community Services Specialist	B	10/07/2017


Thaddeus McCormack
City Manager

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**CITY OF LAKEWOOD
FUND SUMMARY 11/16/2017**

In accordance with section 2521 of the Lakewood Municipal Code there is presented herewith a summary of obligations to be paid by voucher 84995 through 85099. Each of the following demands has been audited by the Director of Administrative Services and approved by the City Manager.

1010	GENERAL FUND	551,610.62
1020	CABLE TV	150.00
1050	COMMUNITY FACILITY	11,282.59
3000	AIR QUALITY IMPROVEMENT	6,427.00
3001	CAPITAL IMPROV PROJECT FUND	314,220.06
3060	PROPOSITION "A"	14,718.00
3070	PROPOSITION "C"	1,045.56
5020	CENTRAL STORES	2,458.11
5030	FLEET MAINTENANCE	9,546.71
7500	WATER UTILITY FUND	297,626.02
8020	LOCAL REHAB LOAN	237.91
8030	TRUST DEPOSIT	3,240.29
		1,212,562.87

Council Approval

_____ Date

_____ City Manager

Attest

_____ City Clerk

_____ Director of Administrative Services

**CITY OF LAKEWOOD
SUMMARY CHECK REGISTER**

CHECK #	CHECK DATE	VEND #	VENDOR NAME	GROSS	DISC.	CHECK AMOUNT
84995	11/16/2017	61307	PERRIS FENCE & SUPPLY	96.80	0.00	96.80
84996	11/16/2017	4551	ACCOUNTING PRINCIPALS. INC	553.50	0.00	553.50
84997	11/16/2017	1700	ALLIED REFRIGERATION INC	130.24	0.00	130.24
84998	11/16/2017	35016	ASSOCIATED SOILS ENGINEERING INC	2,440.00	0.00	2,440.00
84999	11/16/2017	4050	B&K ELECTRIC WHOLESALE	205.28	0.00	205.28
85000	11/16/2017	443	B&M LAWN AND GARDEN INC	366.17	0.00	366.17
85001	11/16/2017	4197	BARBOZA. DAVID J	603.00	0.00	603.00
85002	11/16/2017	43808	BELLFLOWER AUTO TRIM	98.50	0.00	98.50
85003	11/16/2017	4389	BEST ROLL UP DOOR INC	929.18	0.00	929.18
85004	11/16/2017	53983	CALIF STATE FRANCHISE TAX BOARD	78.00	0.00	78.00
85005	11/16/2017	6600	CALIFORNIA STATE DEPT OF JUSTICE	7,023.00	0.00	7,023.00
85006	11/16/2017	43135	CERRITOS. CITY OF - WATER DIVISION	34,798.50	0.00	34,798.50
85007	11/16/2017	45894	CINTAS CORPORATION	129.21	0.00	129.21
85008	11/16/2017	64932	CJ CONSTRUCTION INC	231,033.74	0.00	231,033.74
85009	11/16/2017	4654	BRAGG INVESTMENT COMPANY. INC.	41.97	0.00	41.97
85010	11/16/2017	5008	COLOR CARD ADMINISTRATOR CORP.	37.54	0.00	37.54
85011	11/16/2017	3778	COMMERCIAL AOUATIC SERVICES INC	1,828.01	0.00	1,828.01
85012	11/16/2017	4737	COMPUTER PROTECTION TECHNOLOGY INC	473.02	0.00	473.02
85013	11/16/2017	4911	CONVERGINT TECHNOLOGIES LLC	2,729.00	0.00	2,729.00
85014	11/16/2017	4380	CAPITAL ONE NATIONAL ASSOCIATION	39.96	0.00	39.96
85015	11/16/2017	4963	COUCH. RON JR.	1,025.00	0.00	1,025.00
85016	11/16/2017	60195	CR TRANSFER INC	3,530.03	0.00	3,530.03
85017	11/16/2017	27200	DICKSON R F CO INC	45,859.79	0.00	45,859.79
85018	11/16/2017	39267	DOG DEALERS INC	273.65	0.00	273.65
85019	11/16/2017	58284	EMAMI. CYNTHIA	234.00	0.00	234.00
85020	11/16/2017	4435	ELLIOTT AUTO SUPPLY COMPANY INC	764.04	0.00	764.04
85021	11/16/2017	52316	FEDERAL EXPRESS CORP	22.99	0.00	22.99
85022	11/16/2017	5006	FREMONTIA HORTICULTURAL. INC	396.94	0.00	396.94
85023	11/16/2017	4884	FRONTIER CALIFORNIA INC.	909.89	0.00	909.89
85024	11/16/2017	3188	GALLS LLC/OUARTEMASTER LLC	196.30	0.00	196.30
85025	11/16/2017	58692	GATEWAY CITIES COUNCIL OF GOV'TS	23,000.00	0.00	23,000.00
85026	11/16/2017	4822	LA GATEWAY REGION INTEGRATED RNL	15,746.78	0.00	15,746.78
85027	11/16/2017	4945	GHD INC.	3,315.00	0.00	3,315.00
85028	11/16/2017	64215	GOLD COAST AWARDS INC	4,088.84	0.00	4,088.84
85029	11/16/2017	62491	HANDS ON MAILING &	833.00	0.00	833.00
85030	11/16/2017	65575	HAP'S AUTO PARTS	31.01	0.00	31.01
85031	11/16/2017	35477	HARA M LAWNMOWER CENTER	237.89	0.00	237.89
85032	11/16/2017	49520	HINDERLITER DE LLAMAS & ASSOC	4,323.38	0.00	4,323.38
85033	11/16/2017	42031	HOME DEPOT	2,258.75	0.00	2,258.75
85034	11/16/2017	50338	INTL INST OF MUNICIPAL CLERKS	350.00	0.00	350.00
85035	11/16/2017	4622	JHM SUPPLY INC	165.73	0.00	165.73
85036	11/16/2017	59873	JJS PALOMO'S STEEL INC	16.54	0.00	16.54
85037	11/16/2017	4180	JONES RICHARD D. A PROF LAW CORP	810.00	0.00	810.00
85038	11/16/2017	53365	KENNY'S AUTO SERVICE	137.00	0.00	137.00

**CITY OF LAKEWOOD
SUMMARY CHECK REGISTER**

CHECK #	CHECK DATE	VEND #	VENDOR NAME	GROSS	DISC.	CHECK AMOUNT
85039	11/16/2017	2956	KICK IT UP KIDZ. LLC	388.05	0.00	388.05
85040	11/16/2017	43815	KRUSEMARK. LEEANNE	208.00	0.00	208.00
85041	11/16/2017	18550	LAKEWOOD. CITY OF	100.00	0.00	100.00
85042	11/16/2017	18400	LAKEWOOD. CITY WATER DEPT	76,950.46	0.00	76,950.46
85043	11/16/2017	4783	LANDCARE HOLDINGS INC	7,184.28	0.00	7,184.28
85044	11/16/2017	43017	LARSEN. DEBRA	80.50	0.00	80.50
85045	11/16/2017	3564	LONG BEACH. CITY OF	456.33	0.00	456.33
85046	11/16/2017	21300	LOS ANGELES CO FIRE DEPT	4,139.00	0.00	4,139.00
85047	11/16/2017	36844	LA COUNTY DEPT OF PUBLIC WORKS	23,275.53	0.00	23,275.53
85048	11/16/2017	4887	MATHESON TRI-GAS. INC.	584.75	0.00	584.75
85049	11/16/2017	41831	MIEIR-KING. RICHARD	804.70	0.00	804.70
85050	11/16/2017	4190	NATIONAL UNION FIRE INSURANCE CO	647.61	0.00	647.61
85051	11/16/2017	4443	O'REILLY AUTOMOTIVE STORES INC	4,869.94	31.88	4,838.06
85052	11/16/2017	4513	OCEAN BLUE ENVIRONMENTAL SERVICES	1,199.14	0.00	1,199.14
85053	11/16/2017	34536	OCOBOC. DEBRA	245.05	0.00	245.05
85054	11/16/2017	47554	OFFICE DEPOT BUSINESS SVCS	347.60	0.00	347.60
85055	11/16/2017	5016	P & R PAPER SUPPLY COMPANY. INC.	167.21	0.00	167.21
85056	11/16/2017	65659	PHASE II SYSTEMS INC	2,500.00	0.00	2,500.00
85057	11/16/2017	15600	LONG BEACH PUBLISHING CO	514.59	0.00	514.59
85058	11/16/2017	39640	RAYVERN LIGHTING SUPPLY CO INC	100.28	0.00	100.28
85059	11/16/2017	63364	REEVES NORM HONDA	44.41	0.00	44.41
85060	11/16/2017	4946	REYES CONSTRUCTION. INC.	349,878.66	0.00	349,878.66
85061	11/16/2017	39554	SEE'S CANDIES INC	3,027.79	0.00	3,027.79
85062	11/16/2017	39554	SEE'S CANDIES INC	112.50	0.00	112.50
85063	11/16/2017	886	HAUSER JOHN	870.43	0.00	870.43
85064	11/16/2017	26900	SO CALIF SECURITY CENTERS INC	138.29	0.00	138.29
85065	11/16/2017	36658	SOUTH COAST A.O.M.D.	1,011.48	0.00	1,011.48
85066	11/16/2017	29400	SOUTHERN CALIFORNIA EDISON CO	50,970.20	0.00	50,970.20
85067	11/16/2017	29500	SOUTHERN CALIFORNIA GAS CO	2,048.23	0.00	2,048.23
85068	11/16/2017	4026	SPASEFF TED C	325.00	0.00	325.00
85069	11/16/2017	4368	SPECIALTY TIRES LLC	230.04	0.00	230.04
85070	11/16/2017	50299	SPENCER. GORDON	150.00	0.00	150.00
85071	11/16/2017	44104	STATE WATER RESOURCES CONTROL BOARD	120.00	0.00	120.00
85072	11/16/2017	44104	STATE WATER RESOURCES CONTROL BOARD	105.00	0.00	105.00
85073	11/16/2017	44104	STATE WATER RESOURCES CONTROL BOARD	105.00	0.00	105.00
85074	11/16/2017	977	STEVEN ENTERPRISES	554.08	0.00	554.08
85075	11/16/2017	66215	SUPERIOR COURT OF CALIFORNIA	10,222.50	0.00	10,222.50
85076	11/16/2017	66215	SUPERIOR COURT OF CALIFORNIA	8,190.00	0.00	8,190.00
85077	11/16/2017	38679	WESTERN EXTERMINATOR COMPANY	6,134.31	0.00	6,134.31
85078	11/16/2017	4364	THE RINKS-LAKEWOOD ICE	58.50	0.00	58.50
85079	11/16/2017	3110	TORRES LOPEZ JAVIER	181.50	0.00	181.50
85080	11/16/2017	47854	TRUESDAIL LABORATORIES INC	1,924.00	0.00	1,924.00
85081	11/16/2017	65224	TUMBLE-N-KIDS. INC	29.25	0.00	29.25
85082	11/16/2017	60685	TURF STAR	26.19	0.00	26.19

**CITY OF LAKEWOOD
SUMMARY CHECK REGISTER**

CHECK #	CHECK DATE	VEND #	VENDOR NAME	GROSS	DISC.	CHECK AMOUNT
85083	11/16/2017	64652	CELLCO PARTNERSHIP	4,082.01	0.00	4,082.01
85084	11/16/2017	33200	WALTERS WHOLESALE ELECTRIC CO	63.64	1.16	62.48
85085	11/16/2017	5003	WALTOWER. SHAWN	390.00	0.00	390.00
85086	11/16/2017	7400	WATER REPLENISHMENT DISTRICT OF	250,545.84	0.00	250,545.84
85087	11/16/2017	61019	CHRISTMAN WILLIAM B	175.00	0.00	175.00
85088	11/16/2017	17640	WAXIE ENTERPRISES INC	1,599.78	0.00	1,599.78
85089	11/16/2017	37745	WESTERN EXTERMINATOR CO	50.50	0.00	50.50
85090	11/16/2017	2279	AMERICAN PACIFIC PRINTERS COLLEGES	799.35	0.00	799.35
85091	11/16/2017	3837	WORTHINGTON FORD	40.33	0.00	40.33
85092	11/16/2017	3699	ALEXANDER. RENEE	250.00	0.00	250.00
85093	11/16/2017	3699	APLEDOORN. SUSAN	237.91	0.00	237.91
85094	11/16/2017	3699	CANUP. JEREMIAH	200.00	0.00	200.00
85095	11/16/2017	3699	MASSEY. SCHANE	250.00	0.00	250.00
85096	11/16/2017	3699	ROMERO. MAXINE	250.00	0.00	250.00
85097	11/16/2017	3699	WHITE. TRAYVON	15.00	0.00	15.00
85098	11/16/2017	3699	WHITE. TRAYVON	15.00	0.00	15.00
85099	11/16/2017	3699	WILLIAMS. JULIE	250.00	0.00	250.00
Totals:				<u>1,212,595.91</u>	<u>33.04</u>	<u>1,212,562.87</u>

**CITY OF LAKEWOOD
FUND SUMMARY 11/22/2017**

In accordance with section 2521 of the Lakewood Municipal Code there is presented herewith a summary of obligations to be paid by voucher 85100 through 85194. Each of the following demands has been audited by the Director of Administrative Services and approved by the City Manager.

1010	GENERAL FUND	125,106.82
1020	CABLE TV	650.00
1030	CDBG CURRENT YEAR	458.33
1050	COMMUNITY FACILITY	247.00
3001	CAPITAL IMPROV PROJECT FUND	36,007.98
3070	PROPOSITION "C"	160.73
5010	GRAPHICS AND COPY CENTER	114.98
5020	CENTRAL STORES	1,282.69
5030	FLEET MAINTENANCE	4,771.64
7500	WATER UTILITY FUND	7,899.80
8030	TRUST DEPOSIT	5,988.54
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		182,688.51

Council Approval

_____ Date

_____ City Manager

Attest

_____ City Clerk

_____ Director of Administrative Services

**CITY OF LAKEWOOD
SUMMARY CHECK REGISTER**

CHECK #	CHECK DATE	VEND #	VENDOR NAME	GROSS	DISC.	CHECK AMOUNT
85100	11/22/2017	4842	A T & T CORP	232.57	0.00	232.57
85101	11/22/2017	2701	AIRE RITE A/C & REFRIGERATION INC	6,177.50	0.00	6,177.50
85102	11/22/2017	4551	ACCOUNTING PRINCIPALS. INC	828.00	0.00	828.00
85103	11/22/2017	5072	ALVARADO SERVICES	650.00	0.00	650.00
85104	11/22/2017	4126	AUTOZONE PARTS INC	22.06	0.00	22.06
85105	11/22/2017	51467	BADGER METER INC	307.94	0.00	307.94
85106	11/22/2017	4721	BELL EVENT SERVICES INC	4,050.00	0.00	4,050.00
85107	11/22/2017	43808	BELLFLOWER AUTO TRIM	397.00	0.00	397.00
85108	11/22/2017	1935	BREA. CITY OF	26,268.00	0.00	26,268.00
85109	11/22/2017	66457	BRENNTAG PACIFIC INC	3,675.13	0.00	3,675.13
85110	11/22/2017	42144	BROEKER. CANDACE	22.75	0.00	22.75
85111	11/22/2017	53983	CALIF STATE FRANCHISE TAX BOARD	76.00	0.00	76.00
85112	11/22/2017	7600	CENTRAL BASIN WATER ASSN	100.00	0.00	100.00
85113	11/22/2017	51331	CERRITOS POOL SUPPLY	45.99	0.00	45.99
85114	11/22/2017	45894	CINTAS CORPORATION	73.47	0.00	73.47
85115	11/22/2017	4654	BRAGG INVESTMENT COMPANY. INC.	86.37	0.00	86.37
85116	11/22/2017	5008	COLOR CARD ADMINISTRATOR CORP.	187.70	0.00	187.70
85117	11/22/2017	3778	COMMERCIAL AOUATIC SERVICES INC	468.50	0.00	468.50
85118	11/22/2017	5070	DANIELS. ROBERT F.	240.00	0.00	240.00
85119	11/22/2017	5020	ENCORE WELLNESS. LLC	51.20	0.00	51.20
85120	11/22/2017	4435	ELLIOTT AUTO SUPPLY COMPANY INC	300.80	0.00	300.80
85121	11/22/2017	65038	FED EX OFFICE & PRINT SVCS INC	224.48	0.00	224.48
85122	11/22/2017	52316	FEDERAL EXPRESS CORP	246.22	0.00	246.22
85123	11/22/2017	1681	FORTEL TRAFFIC INC	1,105.75	0.00	1,105.75
85124	11/22/2017	5005	GIEMONT. GREGORY S.	261.00	0.00	261.00
85125	11/22/2017	34845	GLASBY MAINTENANCE SUPPLY CO	251.30	0.00	251.30
85126	11/22/2017	65779	GOLDEN STATE WATER COMPANY	12,589.32	0.00	12,589.32
85127	11/22/2017	42031	HOME DEPOT	1,749.68	0.00	1,749.68
85128	11/22/2017	3959	HORIZON MECHANICAL CONTRACTORS	609.00	0.00	609.00
85129	11/22/2017	65891	HUMAN SERVICES ASSOCIATION	458.33	0.00	458.33
85130	11/22/2017	36589	IMMEDIATE MEDICAL CARE	850.00	0.00	850.00
85131	11/22/2017	49843	INOUYE. MICHAEL JOHN	686.40	0.00	686.40
85132	11/22/2017	4622	JHM SUPPLY INC	38.51	0.00	38.51
85133	11/22/2017	2956	KICK IT UP KIDZ. LLC	18.20	0.00	18.20
85134	11/22/2017	4668	SALES. KEVIN DBA	3,340.00	0.00	3,340.00
85135	11/22/2017	55469	LAKEWOOD CITY EMPLOYEE ASSOCIATION	2,060.00	0.00	2,060.00
85136	11/22/2017	5068	DD OFFICE PRODUCTS	30.04	0.00	30.04
85137	11/22/2017	2409	LIFTECH ELEVATOR SERVICES INC	522.00	0.00	522.00
85138	11/22/2017	36844	LA COUNTY DEPT OF PUBLIC WORKS	2,302.08	0.00	2,302.08
85139	11/22/2017	62080	MARKLEY. ELIZABETH	107.25	0.00	107.25
85140	11/22/2017	4887	MATHESON TRI-GAS. INC.	94.38	0.00	94.38
85141	11/22/2017	57391	MINI COACH INC	775.20	0.00	775.20
85142	11/22/2017	4798	MURTISHAW. JESSICA	78.00	0.00	78.00
85143	11/22/2017	61672	MUSCULAR DYSTROPHY ASSOC INC	20.00	0.00	20.00

**CITY OF LAKEWOOD
SUMMARY CHECK REGISTER**

CHECK #	CHECK DATE	VEND #	VENDOR NAME	GROSS	DISC.	CHECK AMOUNT
85144	11/22/2017	4443	O'REILLY AUTOMOTIVE STORES INC	557.17	10.17	547.00
85145	11/22/2017	47554	OFFICE DEPOT BUSINESS SVCS	478.66	0.00	478.66
85146	11/22/2017	3940	ORANGE COUNTY TANK TESTING INC	1,119.78	0.00	1,119.78
85147	11/22/2017	4719	JOYCE LOU. INC.	371.38	0.00	371.38
85148	11/22/2017	51171	PERS LONG TERM CARE PROGRAM	301.10	0.00	301.10
85149	11/22/2017	1615	PFM ASSET MANAGEMENT LLC	3,088.46	0.00	3,088.46
85150	11/22/2017	4494	PIERSON. JEREMY L.	509.60	0.00	509.60
85151	11/22/2017	2374	RICHARDS WATSON & GERSHON INC	2,648.54	0.00	2,648.54
85152	11/22/2017	5091	SAFEPLAY BY DESIGN. INC.	500.00	0.00	500.00
85153	11/22/2017	4309	SAFESHRED	25.00	0.00	25.00
85154	11/22/2017	47141	STEARNS CONRAD & SCHMIDT CONSLT ENG	620.00	0.00	620.00
85155	11/22/2017	3153	SECTRAN SECURITY INC	137.80	0.00	137.80
85156	11/22/2017	5044	SHARP ELECTRONICS CORPORATION	114.98	0.00	114.98
85157	11/22/2017	26900	SO CALIF SECURITY CENTERS INC	34.44	0.00	34.44
85158	11/22/2017	29500	SOUTHERN CALIFORNIA GAS CO	1,106.61	0.00	1,106.61
85159	11/22/2017	4770	MANCE. MIKE J.	21.95	0.00	21.95
85160	11/22/2017	2995	STRICTLY BACKFLOW INC	45.00	0.00	45.00
85161	11/22/2017	2732	TANNEN. MITCH	166.40	0.00	166.40
85162	11/22/2017	4364	THE RINKS-LAKEWOOD ICE	87.75	0.00	87.75
85163	11/22/2017	1676	U S TELEPACIFIC CORP	528.68	0.00	528.68
85164	11/22/2017	65224	TUMBLE-N-KIDS. INC	2,589.60	0.00	2,589.60
85165	11/22/2017	60685	TURF STAR	78.14	0.00	78.14
85166	11/22/2017	53760	UNITED WAY- GREATER LOS ANGELES	10.00	0.00	10.00
85167	11/22/2017	49848	USA BLUE BOOK A DIVISION OF	391.14	0.00	391.14
85168	11/22/2017	33200	WALTERS WHOLESALE ELECTRIC CO	952.02	16.70	935.32
85169	11/22/2017	17640	WAXIE ENTERPRISES INC	764.85	0.00	764.85
85170	11/22/2017	1939	WAYNE HARMEIER INC	251.85	0.00	251.85
85171	11/22/2017	4989	WEST COAST TELCOM PRODUCTS	1,132.23	0.00	1,132.23
85172	11/22/2017	62628	WELLS C. PIPELINE MATERIALS	1,759.48	0.00	1,759.48
85173	11/22/2017	40925	WEST COAST ARBORISTS INC	50,059.75	0.00	50,059.75
85174	11/22/2017	37745	WESTERN EXTERMINATOR CO	247.00	0.00	247.00
85175	11/22/2017	35146	WILLDAN ASSOCIATES	35,415.90	0.00	35,415.90
85176	11/22/2017	2145	WYNN. LAKYN	29.25	0.00	29.25
85177	11/22/2017	63471	XANTHE CORP	68.25	0.00	68.25
85178	11/22/2017	3699	AMARO. JENNIFER	250.00	0.00	250.00
85179	11/22/2017	3699	BOY SCOUT TROOP 134	250.00	0.00	250.00
85180	11/22/2017	3699	DAVIS. CHARLES	250.00	0.00	250.00
85181	11/22/2017	3699	ERVIN. CHRISTIAN	250.00	0.00	250.00
85182	11/22/2017	3699	FOREST. PAM	30.00	0.00	30.00
85183	11/22/2017	3699	GRIFFIN. LYNETTE	240.00	0.00	240.00
85184	11/22/2017	3699	KING. VIRGINIE	250.00	0.00	250.00
85185	11/22/2017	3699	LAKEWOOD MOMS CLUB	250.00	0.00	250.00
85186	11/22/2017	3699	MARTINEZ. JESSICA	13.00	0.00	13.00
85187	11/22/2017	3699	MEGA METALS LIMITED INC - RYTTING. JAY	76.50	0.00	76.50

**CITY OF LAKEWOOD
SUMMARY CHECK REGISTER**

CHECK #	CHECK DATE	VEND #	VENDOR NAME	GROSS	DISC.	CHECK AMOUNT
85188	11/22/2017	3699	PIERCE. HEATHER	250.00	0.00	250.00
85189	11/22/2017	3699	ROMERO. KARLA	250.00	0.00	250.00
85190	11/22/2017	3699	SAMUELS. LA VERA	250.00	0.00	250.00
85191	11/22/2017	3699	SIMMONS. ASHLEY	250.00	0.00	250.00
85192	11/22/2017	3699	SOLOMON. FIDEL	655.00	0.00	655.00
85193	11/22/2017	3699	TOWERY. ARIEL	60.00	0.00	60.00
85194	11/22/2017	3699	VIDAL. ELIZABETH	250.00	0.00	250.00
Totals:				<u>182,715.38</u>	<u>26.87</u>	<u>182,688.51</u>

**CITY OF LAKEWOOD
FUND SUMMARY 11/30/2017**

In accordance with section 2521 of the Lakewood Municipal Code there is presented herewith a summary of obligations to be paid by voucher 85195 through 85308. Each of the following demands has been audited by the Director of Administrative Services and approved by the City Manager.

1010	GENERAL FUND	1,480,882.42
1015	SPECIAL OLYMPICS	1,222.30
1020	CABLE TV	1,059.54
1050	COMMUNITY FACILITY	5,496.86
1336	STATE COPS GRANT	17,052.79
3070	PROPOSITION "C"	164.73
5010	GRAPHICS AND COPY CENTER	1,790.74
5020	CENTRAL STORES	3,943.53
5030	FLEET MAINTENANCE	8,137.57
6020	GEOGRAPHIC INFORMATION SYSTEM	689.75
7500	WATER UTILITY FUND	47,460.11
8030	TRUST DEPOSIT	247.12
		<hr/>
		1,568,147.46

Council Approval

_____ Date

_____ City Manager

Attest

_____ City Clerk

_____ Director of Administrative Services

**CITY OF LAKEWOOD
SUMMARY CHECK REGISTER**

CHECK #	CHECK DATE	VEND #	VENDOR NAME	GROSS	DISC.	CHECK AMOUNT
85195	11/30/2017	4961	4WALL LOS ANGELES INC	3,800.00	0.00	3,800.00
85196	11/30/2017	4113	SHAKER NERMINE	3,500.00	0.00	3,500.00
85197	11/30/2017	4551	ACCOUNTING PRINCIPALS. INC	576.00	0.00	576.00
85198	11/30/2017	4555	ALLIANCE FOR COMMUNITY MEDIA	200.00	0.00	200.00
85199	11/30/2017	4189	ALLIED INTERNATIONAL	899.00	0.00	899.00
85200	11/30/2017	58000	AMERICAN TRUCK & TOOL RENTAL INC	162.40	0.00	162.40
85201	11/30/2017	4724	ARC DOCUMENT SOLUTIONS. LLC	459.79	0.00	459.79
85202	11/30/2017	4836	ARELLANO. RAMIRO	1,600.00	0.00	1,600.00
85203	11/30/2017	4721	BELL EVENT SERVICES INC	4,050.00	0.00	4,050.00
85204	11/30/2017	43808	BELLFLOWER AUTO TRIM	228.50	0.00	228.50
85205	11/30/2017	62737	BOYES. GOBIND	19.50	0.00	19.50
85206	11/30/2017	66457	BRENNTAG PACIFIC INC	1,402.22	0.00	1,402.22
85207	11/30/2017	42144	BROEKER. CANDACE	22.75	0.00	22.75
85208	11/30/2017	608	CALIF WATER ENVIRONMENT ASSOC	180.00	0.00	180.00
85209	11/30/2017	7500	CENTRAL BASIN MUNICIPAL WATER	1,305.00	0.00	1,305.00
85210	11/30/2017	59274	CERTIFIED PLANT GROWERS INC	144.10	0.00	144.10
85211	11/30/2017	45894	CINTAS CORPORATION	64.14	0.00	64.14
85212	11/30/2017	5074	COLLINS. SUSAN E.	75.00	0.00	75.00
85213	11/30/2017	5008	COLOR CARD ADMINISTRATOR CORP.	75.08	0.00	75.08
85214	11/30/2017	5094	CORPORATE EVENT SPECIALISTS LLC	3,125.00	0.00	3,125.00
85215	11/30/2017	4380	CAPITAL ONE NATIONAL ASSOCIATION	435.60	0.00	435.60
85216	11/30/2017	60195	CR TRANSFER INC	3,112.09	0.00	3,112.09
85217	11/30/2017	62407	CRN AM CAR WASH INC.	96.00	0.00	96.00
85218	11/30/2017	4442	DANIEL'S TIRE SERVICE INC	1,596.09	0.00	1,596.09
85219	11/30/2017	4498	DELTA DENTAL INSURANCE COMPANY	1,228.14	0.00	1,228.14
85220	11/30/2017	56889	DELTA DENTAL OF CALIFORNIA	6,862.90	0.00	6,862.90
85221	11/30/2017	39267	DOG DEALERS INC	1,049.75	0.00	1,049.75
85222	11/30/2017	4660	ZW USA INC.	218.95	0.00	218.95
85223	11/30/2017	3199	EDCO WASTE SERVICES LLC	390,020.85	0.00	390,020.85
85224	11/30/2017	5069	FACTORY GRAPHICS INC.	500.00	0.00	500.00
85225	11/30/2017	4435	ELLIOTT AUTO SUPPLY COMPANY INC	108.27	0.00	108.27
85226	11/30/2017	3946	FERGUSON ENTERPRISES INC	6,170.07	0.00	6,170.07
85227	11/30/2017	42664	GIACHELLO. LENNY	97.50	0.00	97.50
85228	11/30/2017	64215	GOLD COAST AWARDS INC	595.68	0.00	595.68
85229	11/30/2017	3912	GOLDEN METERS SERVICES	2,041.63	0.00	2,041.63
85230	11/30/2017	573	GRAY. ALAN	500.00	0.00	500.00
85231	11/30/2017	4662	GROUP 3 AVIATION. INC.	1,590.00	0.00	1,590.00
85232	11/30/2017	62491	HANDS ON MAILING &	679.35	0.00	679.35
85233	11/30/2017	65575	HAP'S AUTO PARTS	44.87	0.00	44.87
85234	11/30/2017	35477	HARA M LAWNMOWER CENTER	75.96	0.00	75.96
85235	11/30/2017	34354	HI-WAY SAFETY RENTALS INC	2,078.13	0.00	2,078.13
85236	11/30/2017	42031	HOME DEPOT	136.04	0.00	136.04
85237	11/30/2017	4149	INFOSEND INC	8,110.43	0.00	8,110.43
85238	11/30/2017	49843	INOUYE. MICHAEL JOHN	214.50	0.00	214.50

**CITY OF LAKEWOOD
SUMMARY CHECK REGISTER**

CHECK #	CHECK DATE	VEND #	VENDOR NAME	GROSS	DISC.	CHECK AMOUNT
85239	11/30/2017	59873	JJS PALOMO'S STEEL INC	19.85	0.00	19.85
85240	11/30/2017	4180	JONES RICHARD D. A PROF LAW CORP	4,885.24	0.00	4,885.24
85241	11/30/2017	4180	JONES RICHARD D. A PROF LAW CORP	16,750.00	0.00	16,750.00
85242	11/30/2017	18300	LAKEWOOD CHAMBER OF COMMERCE	1,833.33	0.00	1,833.33
85243	11/30/2017	20300	LONG BEACH CITY GAS & WATER DEPT	588.44	0.00	588.44
85244	11/30/2017	21300	LOS ANGELES CO FIRE DEPT	1,060.00	0.00	1,060.00
85245	11/30/2017	21300	LOS ANGELES CO FIRE DEPT	810.00	0.00	810.00
85246	11/30/2017	21600	LOS ANGELES CO SHERIFFS DEPT	871,006.02	0.00	871,006.02
85247	11/30/2017	45069	LOS ANGELES CO/DEPT PW BLDG SVCS	60,664.80	0.00	60,664.80
85248	11/30/2017	36844	LA COUNTY DEPT OF PUBLIC WORKS	3,671.66	0.00	3,671.66
85249	11/30/2017	4521	PEACHY DEVELOPMENTS CALIFORNIA. LLC	1,313.52	0.00	1,313.52
85250	11/30/2017	58414	MANAGED HEALTH NETWORK	357.39	0.00	357.39
85251	11/30/2017	4410	MARK ANDY INC	57.38	0.00	57.38
85252	11/30/2017	22600	MARTIN & CHAPMAN CO	650.00	0.00	650.00
85253	11/30/2017	4625	MERCHANT'S BUILDING MAINTENANCE LLC	735.00	0.00	735.00
85254	11/30/2017	4690	COOK-KNOWLES. VIRGINIA	690.00	0.00	690.00
85255	11/30/2017	52344	MMASC	85.00	0.00	85.00
85256	11/30/2017	4798	MURTISHAW. JESSICA	117.00	0.00	117.00
85257	11/30/2017	47481	N R P A	170.00	0.00	170.00
85258	11/30/2017	4443	O'REILLY AUTOMOTIVE STORES INC	260.36	4.77	255.59
85259	11/30/2017	47554	OFFICE DEPOT BUSINESS SVCS	445.44	0.00	445.44
85260	11/30/2017	46179	PAN. WILLIAM	84.62	0.00	84.62
85261	11/30/2017	63708	DY-JO CORPORATION	1,100.00	0.00	1,100.00
85262	11/30/2017	3888	RP AUTOMOTIVE UAG CERRITOS I LLC	180.26	0.00	180.26
85263	11/30/2017	15600	LONG BEACH PUBLISHING CO	715.00	0.00	715.00
85264	11/30/2017	4829	MARTINEZ-RADZIUK. SONYA	65.86	0.00	65.86
85265	11/30/2017	4459	READWRITE EDUCATIONAL SOLUTIONS INC	308.10	0.00	308.10
85266	11/30/2017	2374	RICHARDS WATSON & GERSHON INC	247.12	0.00	247.12
85267	11/30/2017	41691	SAFETY-KLEEN CORP	995.50	0.00	995.50
85268	11/30/2017	66280	BARRY SANDLER ENTERPRISES	177.06	0.00	177.06
85269	11/30/2017	4637	JCHC ENTERPRISES INC	2,267.75	0.00	2,267.75
85270	11/30/2017	52279	SMART & FINAL INC	189.15	0.00	189.15
85271	11/30/2017	52426	SSPS INC	345.17	0.00	345.17
85272	11/30/2017	5022	MWB COPY PRODUCTS. INC.	229.96	0.00	229.96
85273	11/30/2017	66146	SOURCE NORTH AMERICA CORP.	119.12	0.00	119.12
85274	11/30/2017	29400	SOUTHERN CALIFORNIA EDISON CO	29,285.26	0.00	29,285.26
85275	11/30/2017	4972	CHARTER COMMUNICATIONS HOLDINGS. LLC	4,311.37	0.00	4,311.37
85276	11/30/2017	49529	SPICERS PAPER INC	327.61	2.99	324.62
85277	11/30/2017	44104	STATE WATER RESOURCES CONTROL BOARD	28,461.00	0.00	28,461.00
85278	11/30/2017	60792	STEPHENS. ERIC	57.20	0.00	57.20
85279	11/30/2017	55947	STOVER SEED COMPANY	694.78	0.00	694.78
85280	11/30/2017	2732	TANNEN. MITCH	83.20	0.00	83.20
85281	11/30/2017	38679	WESTERN EXTERMINATOR COMPANY	816.88	0.00	816.88
85282	11/30/2017	2372	TGIS CATERING SVCS INC	11,518.05	0.00	11,518.05

**CITY OF LAKEWOOD
SUMMARY CHECK REGISTER**

CHECK #	CHECK DATE	VEND #	VENDOR NAME	GROSS	DISC.	CHECK AMOUNT
85283	11/30/2017	4873	TRANSAMERICA LIFE INSURANCE COMPANY	2,284.94	0.00	2,284.94
85284	11/30/2017	65224	TUMBLE-N-KIDS. INC	4,733.95	0.00	4,733.95
85285	11/30/2017	60685	TURF STAR	1,059.82	0.00	1,059.82
85286	11/30/2017	1437	U S BANK NATIONAL ASSOCIATION	20,628.20	0.00	20,628.20
85287	11/30/2017	519	UNIVAR USA	4,161.00	0.00	4,161.00
85288	11/30/2017	66115	VANGUARD UNIVERSITY	250.00	0.00	250.00
85289	11/30/2017	4840	VERITIV OPERATING COMPANY	411.11	0.00	411.11
85290	11/30/2017	57135	VISION SERVICE PLAN	4,305.24	0.00	4,305.24
85291	11/30/2017	4970	WATER OUALITY & TREATMENT SOLUTIONS INC	312.50	0.00	312.50
85292	11/30/2017	17640	WAXIE ENTERPRISES INC	891.78	0.00	891.78
85293	11/30/2017	37745	WESTERN EXTERMINATOR CO	54.50	0.00	54.50
85294	11/30/2017	35146	WILLDAN ASSOCIATES	27,074.00	0.00	27,074.00
85295	11/30/2017	59563	WOOD. JEFF	136.39	0.00	136.39
85296	11/30/2017	4837	XEROX CORPORATION	848.10	0.00	848.10
85297	11/30/2017	49425	ACURITY SPECIALTY PRODUCTS INC	296.96	0.00	296.96
85298	11/30/2017	3699	AGUINALDO. ELIZABETH	250.00	0.00	250.00
85299	11/30/2017	3699	BROWN. DIANE	250.00	0.00	250.00
85300	11/30/2017	3699	BUENROSTRO. MARISOL	15.00	0.00	15.00
85301	11/30/2017	3699	DE GUZMAN. HEPZHIBAH	250.00	0.00	250.00
85302	11/30/2017	3699	GAONA. LYDIA	250.00	0.00	250.00
85303	11/30/2017	3699	JIMENEZ. MARTHA	250.00	0.00	250.00
85304	11/30/2017	3699	LUCIO. RICHARD	250.00	0.00	250.00
85305	11/30/2017	3699	MARRA. DENISE	250.00	0.00	250.00
85306	11/30/2017	3699	ROMAN-GARDNER. LISETTE	250.00	0.00	250.00
85307	11/30/2017	3699	ROMERO. KAREN	250.00	0.00	250.00
85308	11/30/2017	3699	SUM. VUTHA	240.00	0.00	240.00
Totals:				<u>1,568,155.22</u>	<u>7.76</u>	<u>1,568,147.46</u>

**CITY OF LAKEWOOD
FUND SUMMARY 12/7/2017**

In accordance with section 2521 of the Lakewood Municipal Code there is presented herewith a summary of obligations to be paid by voucher 85309 through 85397. Each of the following demands has been audited by the Director of Administrative Services and approved by the City Manager.

1010	GENERAL FUND	105,339.29
1020	CABLE TV	325.00
1030	CDBG CURRENT YEAR	5,419.54
1050	COMMUNITY FACILITY	845.90
3001	CAPITAL IMPROV PROJECT FUND	57,166.31
5010	GRAPHICS AND COPY CENTER	2,619.18
5020	CENTRAL STORES	2,879.31
5030	FLEET MAINTENANCE	11,184.20
6020	GEOGRAPHIC INFORMATION SYSTEM	134.00
7500	WATER UTILITY FUND	3,855.34
		<hr/>
		189,768.07

Council Approval

Date

City Manager

Attest

City Clerk

Director of Administrative Services

**CITY OF LAKEWOOD
SUMMARY CHECK REGISTER**

CHECK #	CHECK DATE	VEND #	VENDOR NAME	GROSS	DISC.	CHECK AMOUNT
85309	12/07/2017	62243	4IMPRINT	401.62	0.00	401.62
85310	12/07/2017	61142	ADAMS-HILLERY SHARRON	3,010.17	0.00	3,010.17
85311	12/07/2017	4208	AIRGAS INC	58.92	0.00	58.92
85312	12/07/2017	4551	ACCOUNTING PRINCIPALS. INC	432.00	0.00	432.00
85313	12/07/2017	3876	ALCANTAR. GILBERT	325.00	0.00	325.00
85314	12/07/2017	4693	APEX DRUM COMPANY. INC.	491.63	0.00	491.63
85315	12/07/2017	4465	ATALLA. IBRAHIM	260.00	0.00	260.00
85316	12/07/2017	443	B&M LAWN AND GARDEN INC	187.47	0.00	187.47
85317	12/07/2017	62737	BOYES. GOBIND	78.00	0.00	78.00
85318	12/07/2017	53983	CALIF STATE FRANCHISE TAX BOARD	76.00	0.00	76.00
85319	12/07/2017	45894	CINTAS CORPORATION	73.47	0.00	73.47
85320	12/07/2017	53451	COMMUNITY FAMILY GUIDANCE CTR	750.00	0.00	750.00
85321	12/07/2017	4776	CORELOGIC. INC.	68.75	0.00	68.75
85322	12/07/2017	4380	CAPITAL ONE NATIONAL ASSOCIATION	1,518.30	0.00	1,518.30
85323	12/07/2017	5070	DANIELS. ROBERT F.	300.00	0.00	300.00
85324	12/07/2017	4862	FACILITY SERVICES - NEVADA INC	4,274.12	0.00	4,274.12
85325	12/07/2017	4435	ELLIOTT AUTO SUPPLY COMPANY INC	94.24	0.00	94.24
85326	12/07/2017	65038	FED EX OFFICE & PRINT SVCS INC	308.42	0.00	308.42
85327	12/07/2017	3946	FERGUSON ENTERPRISES INC	711.75	0.00	711.75
85328	12/07/2017	5005	GIEMONT. GREGORY S.	261.00	0.00	261.00
85329	12/07/2017	52540	GONSALVES JOE A & SON	4,526.00	0.00	4,526.00
85330	12/07/2017	33150	GRAINGER W W INC	56.27	0.00	56.27
85331	12/07/2017	61769	GRAUTEN. EVELYN R	247.00	0.00	247.00
85332	12/07/2017	573	GRAY. ALAN	300.00	0.00	300.00
85333	12/07/2017	4483	GREENFIX AMERICA. LLC	465.00	0.00	465.00
85334	12/07/2017	62491	HANDS ON MAILING &	325.00	0.00	325.00
85335	12/07/2017	65575	HAP'S AUTO PARTS	32.20	0.00	32.20
85336	12/07/2017	5049	HARBOR ENVIRONMENTAL GROUP, INC.	6,329.28	0.00	6,329.28
85337	12/07/2017	5090	HERNANDEZ. ERNIE JR.	250.00	0.00	250.00
85338	12/07/2017	42031	HOME DEPOT	591.41	0.00	591.41
85339	12/07/2017	4622	JHM SUPPLY INC	622.05	0.00	622.05
85340	12/07/2017	36167	KARTER. JANET	141.70	0.00	141.70
85341	12/07/2017	4939	LAKEWOOD AQUATIC SPORTS CLUB	280.80	0.00	280.80
85342	12/07/2017	53311	LAKEWOOD MEALS ON WHEELS	875.00	0.00	875.00
85343	12/07/2017	18400	LAKEWOOD. CITY WATER DEPT	16,002.47	0.00	16,002.47
85344	12/07/2017	43017	LARSEN. DEBRA	520.90	0.00	520.90
85345	12/07/2017	36844	LA COUNTY DEPT OF PUBLIC WORKS	7,756.62	0.00	7,756.62
85346	12/07/2017	4745	LUNDERVILLE. GERALD P	48.00	0.00	48.00
85347	12/07/2017	41545	PACIFIC PREMIER RETAIL TRUST	2,393.75	0.00	2,393.75
85348	12/07/2017	60839	MARKOPULOS. CYNTHIA	42.25	0.00	42.25
85349	12/07/2017	49927	MAYFAIR HIGH SCHOOL MUSIC DEPT	250.00	0.00	250.00
85350	12/07/2017	57391	MINI COACH INC	976.88	0.00	976.88
85351	12/07/2017	64333	MOSES-CALDERA. ISABEL	457.60	0.00	457.60
85352	12/07/2017	4443	O'REILLY AUTOMOTIVE STORES INC	172.31	3.15	169.16

**CITY OF LAKEWOOD
SUMMARY CHECK REGISTER**

CHECK #	CHECK DATE	VEND #	VENDOR NAME	GROSS	DISC.	CHECK AMOUNT
85353	12/07/2017	47554	OFFICE DEPOT BUSINESS SVCS	9.84	0.00	9.84
85354	12/07/2017	4133	OWENS. TIM	700.00	0.00	700.00
85355	12/07/2017	5016	P & R PAPER SUPPLY COMPANY. INC.	167.21	0.00	167.21
85356	12/07/2017	4497	PACIFIC COACHWAYS CHARTER SERVICES	887.50	0.00	887.50
85357	12/07/2017	450	PACIFIC EH & S SERVICES INC	1,792.00	0.00	1,792.00
85358	12/07/2017	50512	PATHWAYS VOLUNTEER HOSPICE	750.00	0.00	750.00
85359	12/07/2017	51171	PERS LONG TERM CARE PROGRAM	301.10	0.00	301.10
85360	12/07/2017	4374	PITNEY BOWES INC	5.22	0.00	5.22
85361	12/07/2017	4330	RON'S MAINTENANCE INC	1,864.00	0.00	1,864.00
85362	12/07/2017	3364	FORTRESS RESOURCES LLC	8,857.46	0.00	8,857.46
85363	12/07/2017	45437	S & J SUPPLY CO	1,362.20	0.00	1,362.20
85364	12/07/2017	56359	S Y NURSERY	841.23	0.00	841.23
85365	12/07/2017	65297	S.T.E.A.M.	12,114.65	0.00	12,114.65
85366	12/07/2017	5045	SAN JUAN. CLYDE J	71.50	0.00	71.50
85367	12/07/2017	52279	SMART & FINAL INC	132.02	0.00	132.02
85368	12/07/2017	61543	COMPUTER & PERIPHERALS GROUP	134.00	0.00	134.00
85369	12/07/2017	29400	SOUTHERN CALIFORNIA EDISON CO	2,611.43	0.00	2,611.43
85370	12/07/2017	4368	SPECIALTY TIRES LLC	336.91	0.00	336.91
85371	12/07/2017	49529	SPICERS PAPER INC	251.95	2.30	249.65
85372	12/07/2017	37930	STANDARD INSURANCE CO UNIT 22	2,341.80	0.00	2,341.80
85373	12/07/2017	37930	STANDARD INSURANCE CO UNIT 22	10,041.40	0.00	10,041.40
85374	12/07/2017	977	STEVEN ENTERPRISES	325.00	0.00	325.00
85375	12/07/2017	63988	T2 SYSTEMS INC	14,782.70	0.00	14,782.70
85376	12/07/2017	4830	TELECOM LAW FIRM PC	3,020.50	0.00	3,020.50
85377	12/07/2017	64024	U S POSTAL SERVICE	225.00	0.00	225.00
85378	12/07/2017	49848	USA BLUE BOOK A DIVISION OF	123.41	0.00	123.41
85379	12/07/2017	4907	VARSITY BRANDS HOLDING CO INC	490.56	0.00	490.56
85380	12/07/2017	5085	VTP. INC.	2,750.00	0.00	2,750.00
85381	12/07/2017	17640	WAXIE ENTERPRISES INC	1,508.16	0.00	1,508.16
85382	12/07/2017	35146	WILLDAN ASSOCIATES	58,324.89	0.00	58,324.89
85383	12/07/2017	4837	XEROX CORPORATION	2,369.53	0.00	2,369.53
85384	12/07/2017	3699	ALEJANDRO. LEILANI	77.00	0.00	77.00
85385	12/07/2017	3699	ALVAREZ. ALICIA	170.00	0.00	170.00
85386	12/07/2017	3699	BASCON. GISELA	250.00	0.00	250.00
85387	12/07/2017	3699	BEAIRD. JENNIFER	250.00	0.00	250.00
85388	12/07/2017	3699	DO. VINH	250.00	0.00	250.00
85389	12/07/2017	3699	DOMINGUEZ-TRIANA. EDITH	250.00	0.00	250.00
85390	12/07/2017	3699	ENVIRONMENTAL CONSTRUCTION. INC.	10.00	0.00	10.00
85391	12/07/2017	3699	ESPINOZA. VIRGINIA	250.00	0.00	250.00
85392	12/07/2017	3699	GARCIA. GENESSES	390.00	0.00	390.00
85393	12/07/2017	3699	GIBSON. BETTINA	250.00	0.00	250.00
85394	12/07/2017	3699	HEREDIA. MARIO GILBERTO JR.	40.00	0.00	40.00
85395	12/07/2017	3699	LEWIS. TARA	250.00	0.00	250.00
85396	12/07/2017	3699	OLSON. TRACI	250.00	0.00	250.00

**CITY OF LAKEWOOD
SUMMARY CHECK REGISTER**

<u>CHECK #</u>	<u>CHECK DATE</u>	<u>VEND #</u>	<u>VENDOR NAME</u>	<u>GROSS</u>	<u>DISC.</u>	<u>CHECK AMOUNT</u>
85397	12/07/2017	3699	WILLIAMS. SHANIKA	250.00	0.00	250.00
Totals:				<u>189,773.52</u>	<u>5.45</u>	<u>189,768.07</u>

**CITY OF LAKEWOOD
SUMMARY ACH/WIRE REGISTER NOVEMBER 2017**

ACH date	Amount	Recipient	Purpose	Period
11/1/17	85,876.79	CalPERS	PERS contribution	Oct 8-21, 2017
11/6/17	100,298.21	CalPERS	PERS Health	Dec 2017
11/9/17	111,130.11	IRS via F&M	Fed taxes	Oct 22-Nov 4, 2017
11/9/17	7,785.65	Southland C/U	employee savings account	Oct 22-Nov 4, 2017
11/9/17	4,443.50	F&A Fed C/U	employee savings account	Oct 22-Nov 4, 2017
11/9/17	27,217.39	EDD	State taxes	Oct 22-Nov 4, 2017
11/9/17	3,437.07	MidAmerica	ARS aka APPLE	Oct 22-Nov 4, 2017
11/9/17	3,425.00	PARS via U.S. Bank	excess stackable plan	Oct 22-Nov 4, 2017
11/9/17	22,008.90	VOYA	VOYA 457	Oct 22-Nov 4, 2017
11/9/17	22,925.15	VOYA	VOYA 401(a)	Oct 22-Nov 4, 2017
11/9/17	6,905.48	PARS via U.S. Bank	stackable plan	Oct 22-Nov 4, 2017
11/15/17	86,075.87	CalPERS	PERS contribution	Oct 22-Nov 4, 2017
11/21/17	57,432.69	City Light & Power	monthly maint fee	Oct 2017
11/22/17	129,261.22	IRS via F&M	Fed taxes	Nov 5 - 18, 2017
11/22/17	34,175.12	EDD	State taxes	Nov 5 - 18, 2017
11/22/17	7,785.65	Southland C/U	employee savings account	Nov 5 - 18, 2017
11/22/17	4,193.50	F&A Fed C/U	employee savings account	Nov 5 - 18, 2017
11/24/17	3,098.83	MidAmerica	ARS aka APPLE	Nov 5 - 18, 2017
11/24/17	10,272.87	PARS via U.S. Bank	stackable plan	Nov 5 - 18, 2017
11/24/17	21,758.90	VOYA	VOYA 457 & ROTH	Nov 5 - 18, 2017
11/24/17	30,368.99	VOYA	VOYA 401(a)	Nov 5 - 18, 2017
11/29/17	84,740.92	CalPERS	PERS contribution	Nov 5 - 18, 2017

Council Approval

Date

City Manager

Attest

City Clerk

Director of Administrative Services

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COUNCIL AGENDA

December 12, 2017

TO: The Honorable Mayor and City Council**SUBJECT:** Monthly Report of Investment Transactions**INTRODUCTION**

In accordance with California Government Code Section 53607, the City Council has delegated to the City Treasurer the responsibility to invest or to reinvest funds, or to sell or exchange securities so purchased. The California Government Code Section 53607 requires that, if such responsibility has been delegated, then the Treasurer “shall make a monthly report of those transactions to the legislative body.” In compliance with this requirement, the Monthly Report of Investment Transactions is being rendered to be received and filed.

STATEMENT OF MONTHLY ACTIVITY

<u>Date</u>	<u>Amount at Cost</u>	<u>Vehicle</u>	<u>Transaction</u>
11-01-2017	\$ 38,707.99	FNMA	Paydown ^{1.646%}
11-01-2017	\$ 6,850.80	FNMA	Paydown ^{1.55%}
11-01-2017	\$ 30,388.80	FNMA	Paydown ^{1.898%}
11-01-2017	\$ 842.50	FNMA	Paydown ^{1.785%}
11-01-2017	\$ 357.53	FNMA	Interest ^{1.646%}
11-01-2017	\$ 168.71	FNMA	Interest ^{1.898%}
11-01-2017	\$ 93.98	FNMA	Interest ^{1.55%}
11-01-2017	\$ 157.38	FNMA	Interest ^{1.785%}
11-01-2017	\$ 18.60	MMT	Interest
11-01-2017	\$ 526,361.58	FNMA	Sell
11-01-2017	\$ 551,424.66	TREAS	Purchase
11-02-2017	\$ 1,356.25	CORP	Interest ^{1.55%}
11-02-2017	\$ 500,000.00	LAIF	Withdrawal
11-06-2017	\$ 70,103.31	CORP	Sell
11-06-2017	\$ 99,991.00	CORP	Purchase
11-08-2017	\$ 75,197.08	TREAS	Sell
11-08-2017	\$ 79,914.40	CORP	Purchase
11-09-2017	\$ 750,000.00	LAIF	Withdrawal
11-09-2017	\$ 25,120.04	TREAS	Sell
11-09-2017	\$ 220,651.53	TREAS	Sell
11-09-2017	\$ 219,652.40	CORP	Purchase
11-09-2017	\$ 3,665.63	SUPRA	Interest ^{2.125%}
11-11-2017	\$ 1,618.75	CORP	Interest ^{1.85%}
11-13-2017	\$ 2,525.00	SUPRA	Interest ^{1.0%}
11-16-2017	\$ 600,000.00	LAIF	Withdrawal
11-16-2017	\$ 376,384.20	CD	Sell

Monthly Report of Investment Transactions

Dec 12, 2017

Page Two

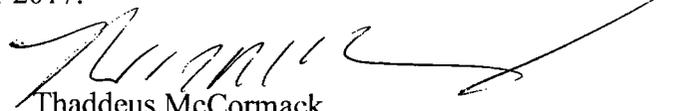
11-16-2017	\$	375,000.00	CD	Purchase
11-16-2017	\$	2,731.75	CORP	Interest 1.561%
11-22-2017	\$	2,600.00	CORP	Interest 1.6%
11-27-2017	\$	1,970.50	SUPRA	Interest 1.125%
11-30-2017	\$	6,380.00	CD	Interest 1.76%
11-30-2017	\$	15,000.00	TREAS	Interest 1.5%
11-30-2017	\$	2,071.88	TREAS	Interest 1.625%
11-30-2017	\$	6,521.78	CD	Interest 1.76%
11-30-2017	\$	43.11	CAMP	Interest 1.2%

RECOMMENDATION

It is recommended that the City Council receive and file the Monthly Report of Investment Transactions rendered for the month of November 2017.



Diane Perkin
Director of Administrative Services



Thaddeus McCormack
City Manager

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TO: The Honorable Mayor and City Council

SUBJECT: Community Safety Commission Recommendation – Disabled Person Parking

INTRODUCTION

The Community Safety Commission met on December 4th, 2017 to consider various community safety matters that included the consideration of a request for a disabled person parking space at 4945 Adenmoor Avenue.

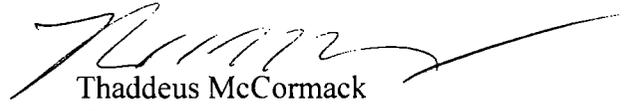
STATEMENT OF FACT

The Public Works Department recently received a request for a disabled person parking space at 4945 Adenmoor Avenue. The resident requested the space for her father who does not drive and uses a wheelchair. There is no driveway at the address and the garage exits to the alley. Staff verified the placard number given and monitored the parking in the area to find that it was normally limited at the address. The Community Safety Commission, at their regular meeting on December 4th, 2017, approved recommending installation.

RECOMMENDATION

The Community Safety Commission recommends that the City Council adopt the attached resolution authorizing installation of a disabled person designated parking space at 4945 Adenmoor Avenue.

Lisa Ann Rapp 
Director of Public Works


Thaddeus McCormack
City Manager

RESOLUTION NO. 2017-63

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
LAKEWOOD ESTABLISHING DISABLED PERSON
DESIGNATED PARKING ON THE SOUTH SIDE OF
ADENMOOR AVENUE WITHIN THE CITY OF LAKEWOOD

THE CITY COUNCIL OF THE CITY OF LAKEWOOD DOES RESOLVE AS FOLLOWS:

SECTION 1. This Resolution is enacted pursuant to Section 21458 and 22507 of the Vehicle Code of the State of California, and Section 3250.2 of the Lakewood Municipal Code.

SECTION 2. Disabled person designated parking is hereby established on the south side of Adenmoor Avenue, beginning one hundred and twenty (120) feet west of the west curb line of Briercrest Avenue, continuing west for a distance of twenty-four (24) feet within the City of Lakewood. No vehicle shall stop, stand or park in said parking restriction unless displaying a special identification license plate or placard issued by the Department of Motor Vehicles pursuant to Section 22511.55 of the California Vehicle Code.

SECTION 3. This resolution shall be effective as long as said restriction is painted and posted in accordance with the requirements of Vehicle Code Section 22511.7 of the California Vehicle Code. In addition, this resolution shall be in effect only as long as Walter Bynum, a physically disabled person, occupies the house at 4945 Adenmoor Avenue.

SECTION 4. This resolution has been adopted pursuant to a Community Safety Commission recommendation.

ADOPTED AND APPROVED this 12th day of December, 2017.

Mayor

ATTEST:

City Clerk

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TO: The Honorable Mayor and City Council

SUBJECT: Community Safety Commission Recommendation – Removal of Disabled Person Parking Spaces

INTRODUCTION

The Community Safety Commission met on December 4th, 2017, to review various community safety matters that included requests to remove the disabled parking spaces at 2559 Bomberry Street and 2740 Harvey Way.

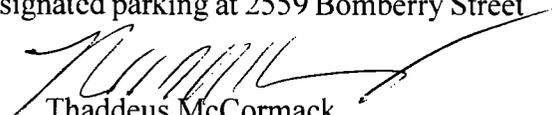
STATEMENT OF FACT

The Public Works Department recently received requests for removal of the disabled person parking spaces at 2559 Bomberry Street and 2740 Harvey Way. Staff verified that the disabled persons who obtained the disabled person parking spaces no longer reside at the addresses. Therefore, the parking restrictions should be removed. The Community Safety Commission, at their regular meeting on December 4th, 2017, approved recommending removal.

RECOMMENDATION

The Community Safety Commission recommends that the City Council adopt the attached resolutions authorizing the removal of disabled person designated parking at 2559 Bomberry Street and 2740 Harvey Way.

Lisa Ann Rapp 
Director of Public Works


Thaddeus McCormack
City Manager

RESOLUTION NO. 2017-64

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAKEWOOD RESCINDING RESOLUTIONS ESTABLISHING PHYSICALLY HANDICAPPED PERSONS DESIGNATED PARKING SPACES WITHIN THE CITY OF LAKEWOOD

THE CITY COUNCIL OF THE CITY OF LAKEWOOD DOES RESOLVE AS FOLLOWS:

SECTION 1. Resolution No. 2008-6 entitled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAKEWOOD ESTABLISHING A PHYSICALLY HANDICAPPED PERSONS DESIGNATED PARKING SPACE ON THE NORTH SIDE OF BOMBERRY STREET WITHIN THE CITY OF LAKEWOOD

is hereby rescinded.

SECTION 2. Resolution No. 2012-8 entitled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAKEWOOD ESTABLISHING DISABLED PERSON DESIGNATED PARKING ON THE SOUTH SIDE OF HARVEY WAY WITHIN THE CITY OF LAKEWOOD

is hereby rescinded.

SECTION 3. This resolution has been adopted pursuant to a Community Safety Commission recommendation.

ADOPTED AND APPROVED this 12th day of December, 2017.

Mayor

ATTEST:

City Clerk

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COUNCIL AGENDA

December 12, 2017

TO: The Honorable Mayor and City Council

SUBJECT: Approval of the City's Energy Action Plan

INTRODUCTION

On December 13, 2016, the City Council approved the proposal of KW Engineering to develop the City's Energy Action Plan (EAP). The EAP is a requirement for all members of the Gateway Cities Energy Leader Partnership Program (GCELP). The City of Lakewood has been a member since November 2015.

STATEMENT OF FACTS

The GCELP has four tier levels: Value Partner, Silver, Gold, and Platinum. All Partner levels receive Southern California Edison (SCE) support, consisting of marketing, education, outreach and training, technical assistance, and energy efficiency and strategic plan support. To reward and motivate Partners toward energy efficiency, the program offers increased incentives as partners move progressively up the tiers. Achieving pre-determined threshold energy savings goals in city facilities and community-wide triggers advancement to the higher levels.

The City of Lakewood became a "Silver Partner" in April 2017, and was presented with a large check and plaque from SCE for this accomplishment at the May 23, 2017 Council meeting. Once the City's Energy Action Plan (EAP) is approved, the City will qualify to advance to Gold and Platinum levels and can receive a higher financial incentive from SCE for every kWh that will be saved. In simple terms, the benefit to the City is lower electricity rates.

The purpose of the EAP is to define the City's long-term vision for achieving energy efficiency in city facilities and within the community. The EAP incorporates a thorough review of all equipment in the facilities and recommended energy efficiency measures, including lighting systems, HVAC systems, and building envelope systems.

The EAP has identified opportunities that will contribute to the City's energy reduction efforts. Recommended actions focus on the City's highest consumers of energy – The Centre, City Hall, Mayfair Park and Pool, Burns Community Center, and Weingart Senior Center. The projects listed will be considered in coordination with the capital improvement plan and the facilities preservation program. Project considered will be brought to Council for approval. Possible measures that can be implemented earlier than later include use of LED interior and exterior fixtures, occupancy sensor controls and higher efficiency pumps.

RECOMMENDATION

It is recommended the City Council approve the Energy Action Plan prepared and submitted by KW Engineering of Long Beach, CA and authorize City staff to work on the energy saving actions in a coordinated effort with the City's capital improvement plan.


Diane Perkin
Director - Administrative Services


Thaddeus McCormack
City Manager

City of Lakewood

Final Energy Action Plan

Strategic Plan Task 3.1.2

Funded by

Southern California Edison Company
Local Government Strategic Plan Strategies Program
Southern California Gas Company

2017 Program Period
under the auspices of the California Public Utilities Commission

Prepared For:



City of Lakewood
5050 Clark Ave.
Lakewood, CA 90712

Prepared By:



kW Engineering
920 Atlantic Avenue, Suite 200
Long Beach, CA 90813

October 12, 2017

Disclaimer

The intent of this energy action plan is to develop the long-term vision and energy efficiency plan for the City of Lakewood. This report is not intended to serve as a detailed engineering design document. The descriptions of the improvements are only diagrammatic in nature in order to demonstrate the feasibility of constructing the improvements. It should be noted that detailed design efforts may be required to implement several of the improvements evaluated as part of this analysis.

While the recommendations in this report have been reviewed for technical accuracy and are believed to be reasonably accurate, actual results may vary. As a result, kW Engineering, Inc. is not liable if projected savings or economics are not actually achieved. All estimates in this report are for informational purposes only, and are not to be construed as design documents or as guarantees.

In no event will kW Engineering, Inc. be liable for the failure of the customer to achieve a specified amount of energy savings, or any incidental or consequential damages of any kind in connection with this report or the installation of recommended measures.

Executive Summary

The California Assembly Bill 32 (AB 32), also known as the California Global Warming Solutions Act, sets a target to decrease greenhouse gas (GHG) emissions statewide to 1990 levels by the year 2020. Achieving these reductions translates to cutting approximately 30% of “business-as-usual” emission levels projected for 2020, or about 15% from today’s levels.

The City of Lakewood (“The City”) aims to reduce its energy consumption and subsequently, its GHG emissions, to become a more sustainable community. The main goal of this Energy Action Plan (EAP) is to provide a roadmap for the City of Lakewood to reduce overall emissions through decreasing the energy used in facility buildings and city operations. According to the Energy Information Administration (EIA), buildings amounted to 40% of total U.S. energy consumption in 2016¹.

This EAP identifies opportunities that will contribute to the City’s energy reduction efforts. In order to position the City of Lakewood for success, the City’s long-term vision for energy efficiency should focus around four primary objectives:

- Reduce the City’s carbon footprint and its adverse effect on the environment
- Conserve energy at local government facilities
- Raise energy conservation awareness in local community and improve the quality of life
- Achieve Platinum Status on the Energy Leader Partnership.

This EAP outlines numerous methods through which the City’s long-term vision can be achieved. Intended takeaways of this EAP for the City of Lakewood are as follows:

- Strategies to meet and exceed AB 32 energy reduction goals
- Enhance energy efficiency and operations in existing buildings through systematic commissioning or independent energy efficiency studies
- Evaluate all suggested energy efficiency action measures presented in this EAP, establish a priority for implementation, and determine possible funding sources
- Explore the newest “green” technologies and methods to decrease future energy use
- Explore renewable energy resources (not limited to solar) and possible financing based on available grants/rebates
- Continue educating the community about energy efficiency and greenhouse gas emissions

¹ <https://www.eia.gov/tools/faqs/faq.php?id=86&t=1>

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1. Introduction

The purpose of this Energy Action Plan (EAP) is to define the City of Lakewood's long-term vision for achieving energy efficiency in local government facilities and within the community. The driving force for City of Lakewood's energy efficiency efforts include demonstrating leadership through the implementation of cost-effective energy efficiency improvements in their own facilities, minimizing costs associated with energy and utilities, and protecting the environment. This EAP is intended to guide the City to reduce greenhouse emissions by lowering municipal and community-wide energy use. The City of Lakewood understands the role that energy usage and energy efficiency play in maintaining a sustainable community. The City is committed to promoting long-term climate action activities in order to reduce energy usage and mitigate greenhouse gas (GHG) emissions.

Created in partnership with Southern California Edison (SCE) and Southern California Gas Company (SCG), this EAP identifies strategies for optimizing energy use in the city, reducing utility costs, and maximizing operational productivity of facilities. The integration of City-wide municipal strategies will allow the City of Lakewood to lead by example.

The key objectives of this Energy Action Plan are as follows:

- Create a long-term vision for energy efficiency
- Identify and categorize City energy use and greenhouse gas emissions
- Highlight the City's major energy-using facilities
- Establish opportunities for further energy efficiency efforts
- Prioritize goals, policies, and actions to achieve energy reductions
- Develop implementation plan for the identified goals, policies, and actions

2. Energy Leader Partnership Background

In an effort to increase citywide energy efficiency, the City of Lakewood entered into a joint partnership with Southern California Edison (SCE) and Southern California Gas (SCG) via the Gateway Cities Energy Leadership Partnership Program (ELP). It allows the City of Lakewood to capture additional incentives for electricity and natural gas saved through municipal retrofit projects and community outreach efforts.

Through this program, SCE and SCG support local governments in identifying and addressing energy efficiency (EE) and demand response (DR) opportunities in municipal facilities, taking actions to support the California EE Strategic Plan, and increasing community awareness of demand side management opportunities. Local government partners are recognized at various ELP levels for achieving specified performance thresholds in EE and DR.

The ELP was initially established to provide funds to participating partner cities when the cities invest in energy efficiency projects. It was designed to provide integrated technical and financial assistance to help local governments effectively lead their communities to increase energy efficiency, reduce greenhouse gas emissions, protect air quality, and ensure that communities are sustainable.

The ELP provides a performance-based opportunity for the City of Lakewood to demonstrate energy efficiency leadership in its community through energy-saving actions, including retrofitting its municipal facilities and providing opportunities for constituents to take action in their homes and businesses. The City of Lakewood spearheads the energy efficiency movement by implementing measures in its own facilities. The City, SCE, and SCG have worked together to increase community awareness of energy efficiency and positioned the City as a leader in energy management practices. The City of Lakewood will continue working with their local utility representatives and the ELP's Lead to ensure that the City is maximizing the services and resources made available through the partnership.

2.1 Energy Leader Partnership Tiers

The ELP is aligned with California’s Long Term Energy Efficiency Strategic Plan, which calls on local governments to lead by example on energy efficiency. A city’s status in the partnership program is defined by four specific tier levels: Valued, Silver, Gold, and Platinum.

At present, the City of Lakewood is a Silver Partner, with a 2006 baseline consumption of 9,028,859 kWh and energy savings of 1,823,617 kWh since 2006, which amounts to 20.20% in participation savings. Table 1 below presents the necessary criteria for the City of Lakewood to reach any given level of the ELP. The City of Lakewood has met its municipal savings requirements to potentially achieve Platinum Status, but the IDSM criteria for Gold and Platinum remain to be fulfilled. As benchmarking has been completed at this time, and the GHG inventory included in this report, the City will have to complete two items each at Gold and Platinum levels in order to qualify for those respective tiers.

	Valued Level	Silver Level (5%)	Gold Level (10%)	Platinum Level (20%)
Municipal Savings to Reach Level		451,443	902,886	1,805,772
Savings Needed to Attain Level		-	-	-
IDSM Criteria Needed		2	2	2
IDSM Criteria (Must Complete 2 Per Tier Level)		Complete Energy Benchmarking	Complete Energy Action Plan	Implement Energy Action Plan
		Complete GHG Inventory	Establish mechanism for an EE Revolving Fund	Establish mechanism for an EE Revolving Fund
		Complete one IDSM Marketing and Outreach Menu Item	Complete one IDSM Marketing and Outreach Menu Item	Complete one IDSM Marketing and Outreach Menu Item
		Distribute IDSM Solutions Brochure to partner employees and enroll one eligible facility in a Demand Response program and develop an Event Curtailment Plan for participating facility	Conduct one co-branded IDSM community event and enroll 10% of eligible facilities in a Demand Response program and develop Event Curtailment Plans for participating facilities	Conduct one co-branded IDSM community event and enroll 20% of eligible facilities in a Demand Response program and develop Event Curtailment Plans for participating facilities

Table 1: Energy Leader Partnership Program Tiers

As shown above, three of the four action items are identical between the Gold and Platinum levels. The sole difference is that the Gold Level requires completing the Energy Action Plan (Gold Level), and the Platinum level requires implementing the Energy Action Plan. As such, assuming that the City will complete and implement this EAP, one additional action item will need to be completed to achieve Platinum. The available action items are as follows:

- Establish mechanism for an EE Revolving Fund
- Complete one IDSM Marketing and Outreach Menu Item

- Conduct one co-branded IDSM community event and enroll 10% of eligible facilities in a Demand Response program and develop Event Curtailment Plans for participating facilities

For more information on how to set up an Energy Efficiency Revolving Fund, please see “Green Revolving Fund” under Section 7, “Funding Mechanisms”. Should the City choose to instead pursue one of the latter two action items, please consult the SCE program manager for the ELP.

3. City of Lakewood Energy Profile

3.1 Electricity Consumption by Facility Type

According to historical billing data provided by Southern California Edison, city-owned buildings, streetlights, and pumping and irrigation represent the largest consumers of electricity in the City of Lakewood. Over the course of 2016, the City used a total of 10,458,439 kWh and spent \$1,345,930.84 on electricity bills. This is equivalent to 5,752.1 annual tons of greenhouse gas emissions. Please see Figure 1, Figure 2, and Table 2 for further details.

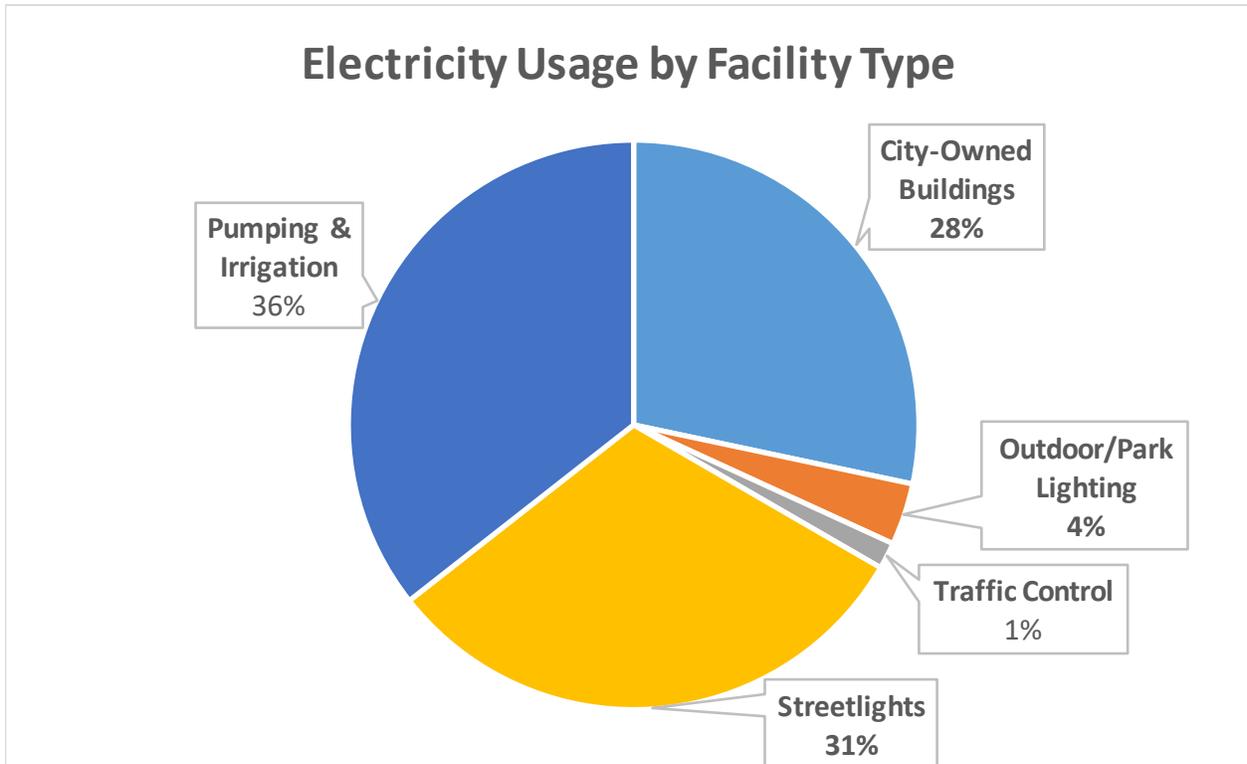


Figure 1: Electricity Usage by Facility Type

Electricity Cost by Facility Type

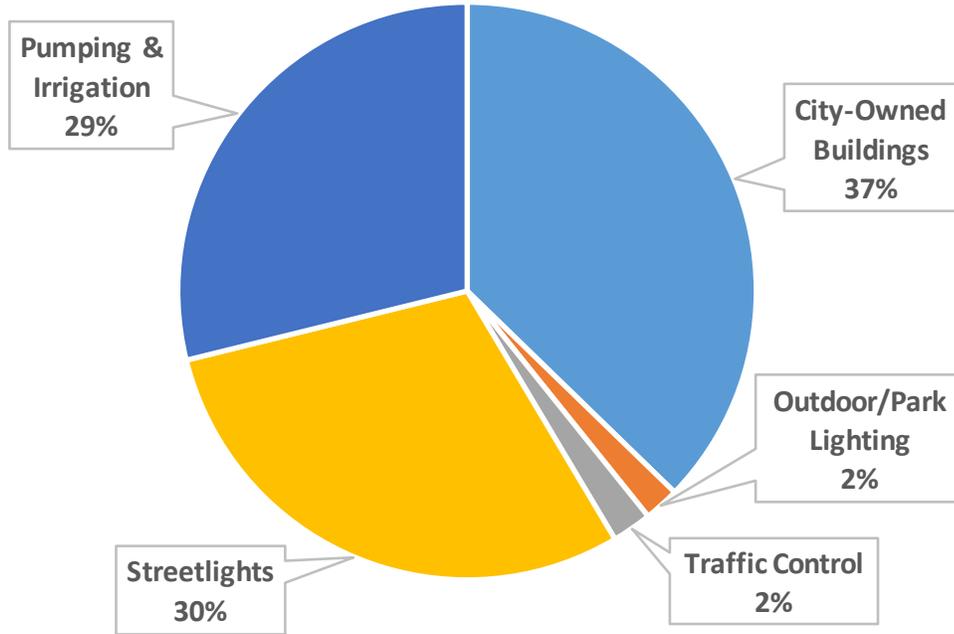


Figure 2: Electricity Price by Facility Type

Electricity Usage by Type		
Type	kWh Usage	Cost
City-Owned Buildings	2,962,647.0	\$ 501,569.75
Outdoor/Park Lighting	368,594.0	\$ 26,458.72
Traffic Control	157,525.0	\$ 29,920.25
Streetlights	3,247,251.0	\$ 399,635.84
Pumping & Irrigation	3,722,422.0	\$ 388,346.28

Table 2: Electricity Usage by Type

3.2 Natural Gas Consumption by Site

Natural gas usage is only present in select buildings with heating capability or hot water for kitchen and bathroom sinks. Further discussion of these facilities can be found below in Section 3.4. Over the course of 2016, the City of Lakewood used a total of 48,621.0 therms and spent \$42,322.49 on natural gas. This is equivalent to 284.4 annual tons of greenhouse gas emissions. Because natural gas usage is limited to a single facility type, the graphics below categorize usage by site. Please see Figure 3, Figure 4, and Table 3 for further details.

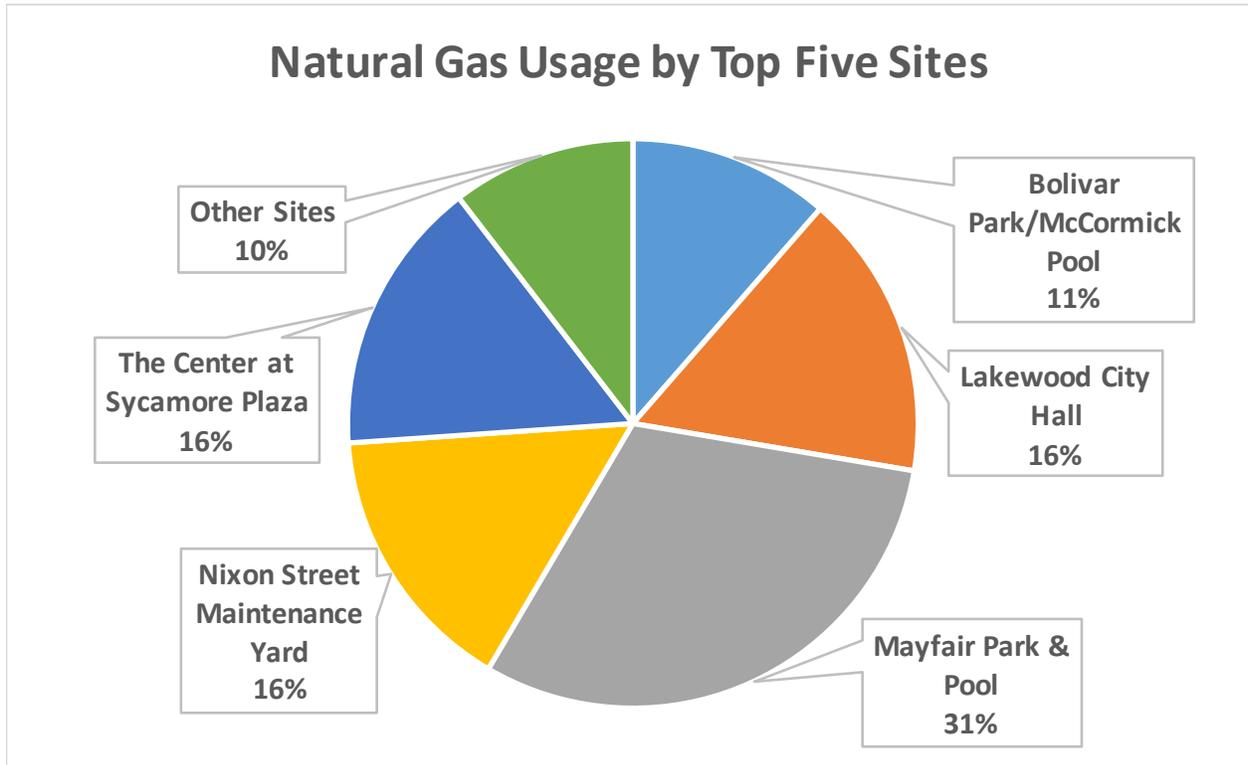


Figure 3: Natural Gas Usage by Top Five Sites

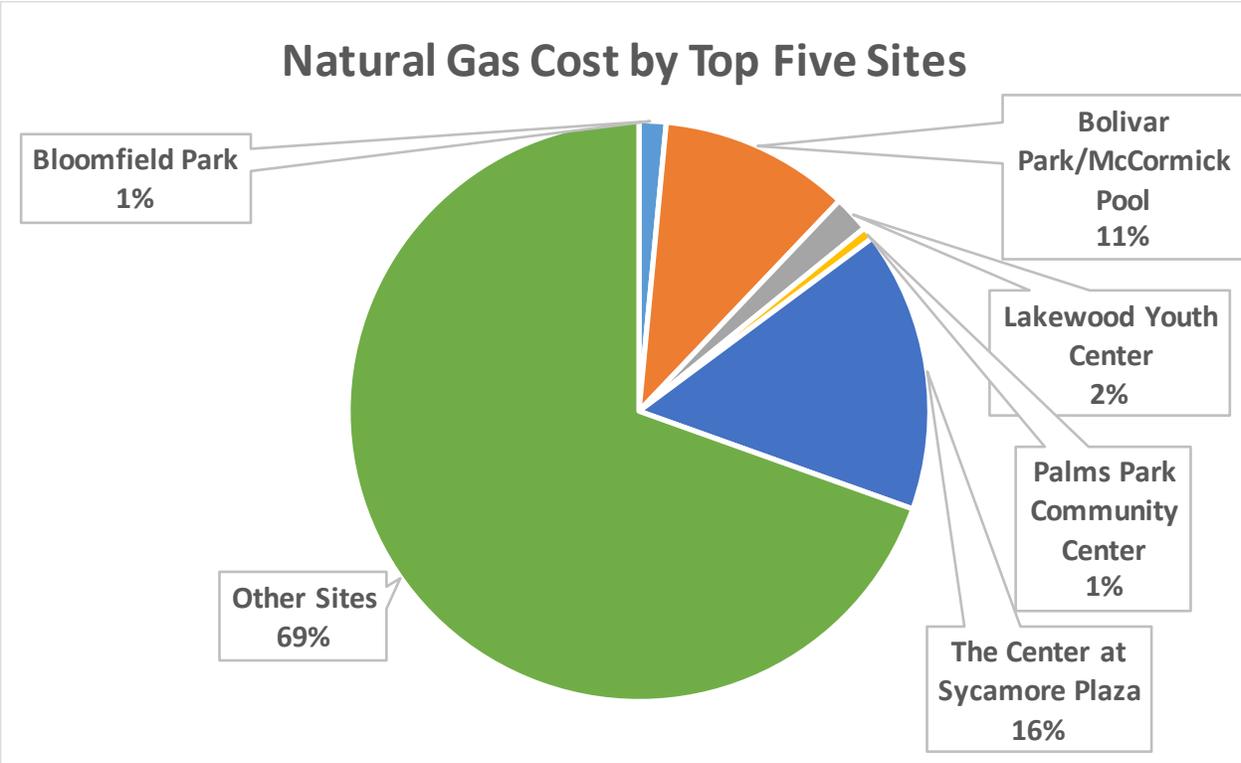


Figure 4: Natural Gas Price by Top Five Sites

Natural Gas Usage by Site		
Site	Natural Gas Usage	Cost
Biscailuz Park	9.0	\$ 175.53
Bloomfield Park	451.0	\$ 633.49
Bolivar Park/McCormick Pool	5,546.0	\$ 4,482.91
Burns Community Center	927.0	\$ 1,096.34
Lakewood City Hall	7,906.0	\$ 6,842.50
Lakewood Youth Center	668.0	\$ 859.46
Mae Boyar Park	400.0	\$ 579.82
Mayfair Park & Pool	14,970.0	\$ 11,571.44
Nixon Street Maintenance Yard	7,510.0	\$ 6,571.25
Palms Park Community Center	121.0	\$ 297.62
The Center at Sycamore Plaza	7,614.0	\$ 6,621.00
Weingart Senior Center	2,499.0	\$ 2,591.13

Table 3: Natural Gas Usage by Site

3.3 Greenhouse Gas Inventory

The below greenhouse gas (GHG) inventory provides a summary of Lakewood’s GHG emissions from city-owned facilities. The scope of this inventory encompasses the electricity and natural gas consumed by buildings, as well as electricity for streetlights, water pumping stations, and traffic control lights.

In the baseline year of 2006, the City of Lakewood emitted a total of 7,288.8 metric tons of carbon dioxide (CO₂), as shown in Figure 5 and Table 4. It appears that the “other” facilities, which include pumping and irrigation (booster pumps at parks), were the most GHG-intensive at 2,662.5 metric tons of CO₂ (MTCO_{2e}) and 37% of the total. This is followed by buildings, which consume both electricity and natural gas, at 2,297.8 MTCO_{2e} and 31% of total emissions.

In 2016, the City of Lakewood emitted 6,036.5 MTCO_{2e} as shown in Figure 6 and Table 5. Buildings and “other” facilities emitted 35% and 34% of the total, respectively, at 2,116.6 and 2,047.3 MTCO_{2e}, respectively. However, total emissions decreased by 1,252.3 MTCO_{2e}², which indicates a significant improvement in citywide energy efficiency.

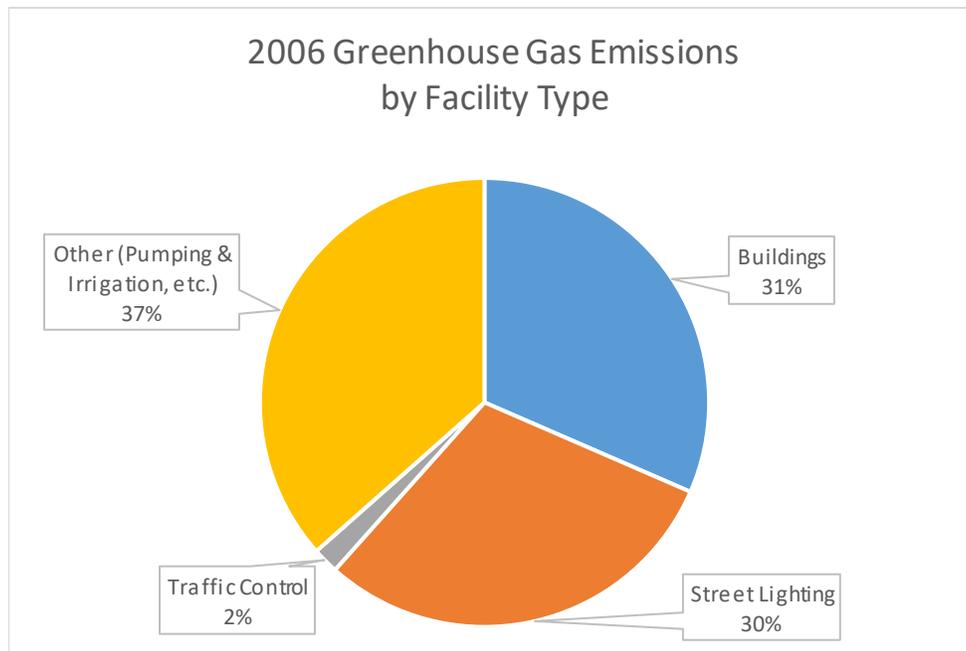


Figure 5: 2006 Greenhouse Gas Emissions by Facility Type

² For emission factors, please see the following websites:

https://www.epa.gov/sites/production/files/2015-07/documents/emission-factors_2014.pdf

http://www.edison.com/content/dam/eix/documents/investors/sec-filings-financials/c6996_2006_SCE_annual_1826.pdf

<https://www.edison.com/content/dam/eix/documents/aboutus/citizenship/2015-eix-corporate-responsibility-report.pdf>

2006 Greenhouse Gas Emissions (MTCO ₂ e)	
Buildings	2,297.8
Street Lighting	2,191.7
Traffic Control	136.8
Other (Pumping & Irrigation, etc.)	2,662.5
Total	7,288.8

Table 4: 2006 Greenhouse Gas Emissions

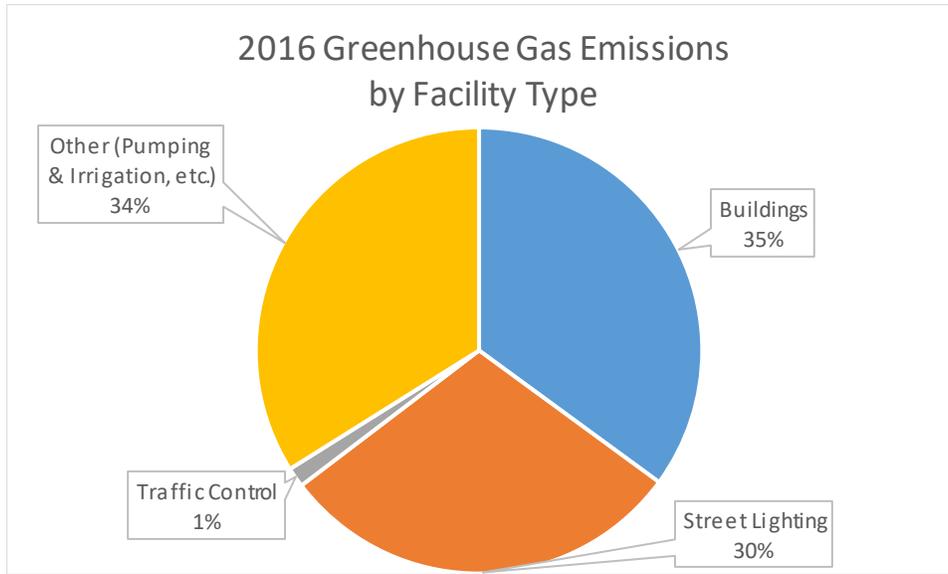


Figure 6: 2016 Greenhouse Gas Emissions by Facility Type

2016 Greenhouse Gas Emissions (MTCO ₂ e)	
Buildings	2,116.6
Street Lighting	1,786.0
Traffic Control	86.6
Other (Pumping & Irrigation, etc.)	2,047.3
Total	6,036.5

Table 5: 2016 Greenhouse Gas Emissions

3.4 Energy-Intensive Facilities

Should the City continue to seek opportunities to improve energy efficiency in city-owned facilities, the first step is to identify the highest consumers. Buildings often represent the largest opportunities for savings. According to 2016 data, the following facilities have the highest energy consumption in the City of Lakewood:

Property Name	12-month Electricity Usage (kWh)	12-month Gas Usage (therms)	Weather-Normalized Source Energy Use Intensity (kBtu/SF)	Energy Cost (\$)	Total GHG Emissions (Metric Tons CO2e)
Biscailuz Park	32,719	9	102.7	\$ 4,825.91	9.7
Bloomfield Park	81,968	451	118.2	\$ 27,558.49	26.7
Bolivar Park/McCormick Pool	128,300	5,546	151.5	\$ 15,539.10	67.4
Burns Community Center	221,443	927	182.6	\$ 36,520.65	70.5
Lakewood City Hall	637,654	7,906	388.9	\$ 97,612.36	230.8
Lakewood Youth Center	154,366	668	229.8	\$ 38,180.59	49.2
Mae Boyar Park	59,025	400	95.1	\$ 13,409.16	19.6
Mayfair Park & Pool	414,637	14,970	221.5	\$ 77,954.58	202.3
Nixon Street Maintenance Yard	22,249	7,510	49.1	\$ 9,889.14	46.5
Palms Park Community Center	100,083	121	61.7	\$ 21,760.01	30.3
The Center at Sycamore Plaza	801,684	7,614	262.0	\$ 118,005.61	277.8
Weingart Senior Center	179,471	2,499	155.3	\$ 36,234.49	66.4
Totals/Averages	2,833,599	48,621	168.2	\$ 497,490.09	1097.2

Table 6: Energy-Intensive Facilities, City of Lakewood

The five highest consumers of energy in the City are as follows:

- The Centre at Sycamore Plaza: 801,684 kWh per year
- Lakewood City Hall: 637,654 kWh per year
- Mayfair Park and Pool: 414,637 kWh per year
- Burns Community Center: 221,443 kWh per year
- Weingart Senior Center: 179,471 kWh per year

4. Project Planning

The following is a list of the City's ongoing and planned projects. This demonstrates that the City of Lakewood is consciously making an effort to reduce their energy usage and greenhouse gas emissions.

- Ongoing Projects
 - HID to LED Streetlight Upgrade
- Planned Projects
 - Supplemental battery power to avoid peak usage at certain facilities
 - New SCADA system for pump systems
 - Install additional VFDs at Booster Plants

5. Potential Energy Efficiency Projects

kW Engineering conducted scoping audits at the Burns Community Center, City Hall, The Centre at Sycamore Plaza, Mayfair Park and Pool, and the Weingart Senior Center. Using the information from Table 6, these sites were identified as having the most potential for energy efficiency projects since they consume the highest amounts of energy.

5.1 Reduction Goal

At present, the City of Lakewood has met the municipal savings requirement necessary for achieving Platinum status. As shown in Table 1, the municipal savings needed to reach Platinum was 1,805,772 kWh, and to date the City of Lakewood has accumulated a total of 1,823,617 kWh in energy savings. In order to stay proactive and continue energy efficiency efforts where possible, the City will strive to implement 50% of the recommended measures by 2025.

5.2 Recommended Actions

Based on the scoping audits, kW Engineering recommends that the City of Lakewood implement the following measures. Table 7 lists the typical payback periods of each recommendation. Please note that streetlighting savings and cost estimates were not included, as the City is already undergoing these upgrades.

Recommended Measures	Annual Energy Savings Estimate	Annual Cost Savings Estimate	Typical Payback Period (Years)
Replace Interior Recessed Troffers with LED Retrofit Kits (kWh)	197,445	\$ 31,717.96	8-12
Install Occupancy Sensor Controls on Interior Lighting (kWh)	105,973	\$ 17,023.76	6-10
Replace HID Exterior Lighting with LED Fixtures (kWh)	164,349	\$ 26,401.29	8-12
Upgrade Streetlights to LED (kWh)	N/A	N/A	8-12
Install VFDs on Chilled Water Pumps (kWh)	6,500	\$ 1,044.17	4-8
Replace Old HVAC Equipment (kWh)	6,824	\$ 1,096.25	20-24
Upgrade Pumps (kWh)	120,700	\$ 13,277.00	3-7
Upgrade Boilers (Therms)	274	\$ 238.38	20-24
Implement Sleep Mode for Office Equipment (kWh)	19,589	\$ 3,218.46	3-7

Table 7: Typical Payback Period for Recommended Measures

5.2.1 Replace Interior Recessed Troffers with LED Retrofit Kits

Many of the interior spaces in Lakewood's city-owned facilities are comprised of 2'x2' or 2'x4' recessed troffers with linear fluorescent T8 lamps and electronic ballasts with prismatic or parabolic lenses. The fixtures typically contain 32-watt T8 lamps and are fitted with either two, three, or four lamps. Lights are either controlled by A-B toggle switches or occupancy sensors located on the wall near the entrances.

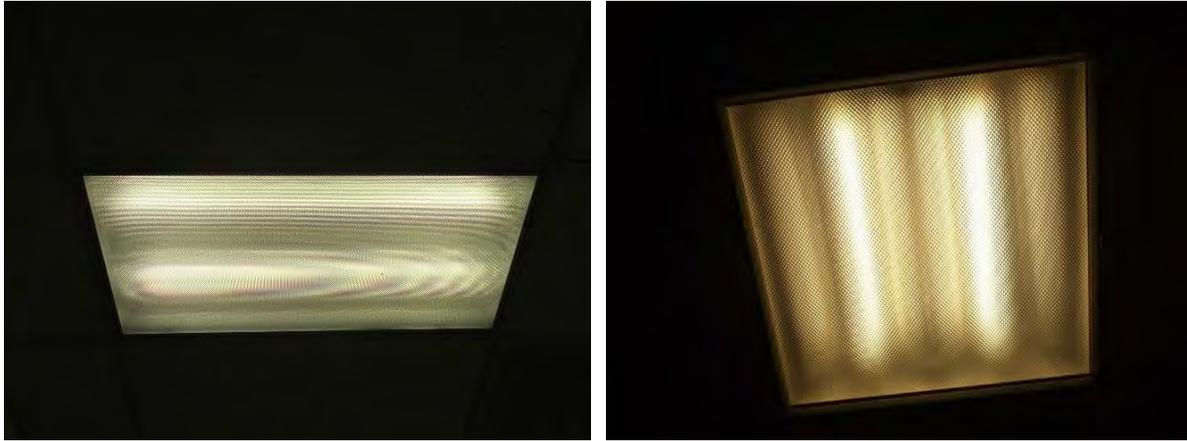


Figure 7: 2'x4' Recessed Troffer at The Centre at Sycamore (left) and 2'x2' Recessed Troffer at the Burns Community Center (right)

We recommend that the City retrofit all applicable 2'x2' and 2'x4' recessed troffers with equivalent 2'x2' or 2'x4' LED troffer retrofit kits.

5.2.2 Install Occupancy Sensor Controls on Interior Lighting

If the City replaces the 2'x2' and 2'x4' recessed troffers as recommended, the new LED fixtures will require Title 24-mandated controls. The existing lighting control system in most of the audited spaces currently utilize manual ON/OFF controls, which satisfies one of the required lighting control requirements, 130.1 (a).



Figure 8: Interior Lighting Wall Switch Controls at City Hall (left) and The Centre (right)

We recommend upgrading the lighting controls to meet Title 24-2016 energy efficiency requirements where required. For upgrades that require lamp and ballast removal (which is applicable to LED troffer retrofits), the mandated lighting controls of Title 24-2016 are triggered. Title 24-2016 requires four levels of control as noted in section 130.1 of the 2016 Building Energy Efficiency Standards:

- a. Area Controls,
- b. Multi-Level Lighting Controls,
- c. Shut-OFF Controls, and
- d. Automatic Daylighting Controls

Controls pertaining to Section 130.1 (e) Demand Responsive Controls are not required for interior spaces less than 10,000 square feet.

5.2.3 Replace HID Exterior Lighting with LED Fixtures

The bulk of exterior lighting across the city contains high-intensity discharge (HID) lamps. These fixtures, typically found in parking lots, operate with 400-watt high-pressure sodium (HPS) lamps. They are controlled via timer or photocell to operate from dusk to dawn.



Figure 9: Exterior Pole Lighting at Weingart Senior Center (left), and Exterior Recessed Can at The Centre (right)

We recommend replacing all exterior HID pole lighting with equivalent LED fixtures. Additionally, we recommend re-lamping all CFL fixtures with more efficient LED lamps. LED lighting fixtures also have longer lifetimes, which will result in lower total maintenance and material cost.

5.2.4 Upgrade Streetlights to LED

We recommend that the City continue to upgrade all streetlights containing HID lamps to equivalent LED fixtures. LED lighting fixtures have longer lifetimes, which will result in lower total maintenance and material cost. The streetlights are defined by their rate schedules, which are as follows:

- LS-1 streetlights are unmetered and owned, operated, and maintained by SCE.
- LS-2 streetlights are unmetered and owned, operated, and maintained by the City.
- LS-3 streetlights are owned, operated, and maintained by the City, but metered by SCE. kW Engineering does not have this inventory on file.

Streetlight Overview			
Rate Code	Lamp Size	Lamp Type	Quantity
LS-1	5800L	HPSV	395
LS-1	9500L	HPSV	956
LS-1	16000L	HPSV	6
LS-1	22000L	HPSV	64
LS-2	4000L	HPSV	27
LS-2	4000L	MV	11
LS-2	5800L	HPSV	4
LS-2	9500L	HPSV	2
LS-2	16000L	HPSV	7
LS-2	22000L	HPSV	91
LS-2	22500L	LPSV	4
LS-2	27500L	HPSV	59
Total			1626

Table 8: City of Lakewood Streetlight Inventory

There are two paths that the City can follow to retrofit these fixtures. Should the City elect to have SCE continue owning its LS-1 fixtures, the City can pursue Option E, in which it would pay for SCE to retrofit the applicable fixtures³. The second option would be for the City to buy all LS-1 fixtures from SCE (in turn converting them to LS-2 fixtures) and retrofitting the city-owned streetlights as needed.

No calculations have been provided for this measure, as it is an ongoing project. We recommend that the City continue its streetlight upgrade efforts.

³ <https://www.sce.com/NR/sc3/tm2/pdf/ce36-12.pdf>

5.2.5 Install VFDs on Chilled Water Pumps

We recommend installing variable-frequency drives (VFDs) to control the chilled water flow rate and maintain a fixed differential pressure across the pump. During part-load conditions, VFDs will modulate the flow of chilled water needed to meet the cooling load of the building, thus resulting in energy savings. The City can also opt to implement a differential pressure reset control strategy to further increase energy savings. However, this control strategy requires additional testing/balancing and increases the complexity of the central plant control scheme.



Figure 10: The Centre Central Plant (left), Chilled Water Pump (right)

5.2.6 Replace Old HVAC Equipment

We recommend replacing HVAC equipment that is approaching or exceeded its effective useful life (EUL) with high-efficiency units. Typical EUL of most HVAC equipment is 15 years. This includes packaged rooftop units, multi-zone air handlers, and circulation pumps (chilled water, condenser water, heating hot water, etc.). HVAC controls typically have an EUL of 10 to 15 years. This includes control hardware, actuators, variable frequency drives (VFDs), and sensors.

5.2.7 Upgrade Pumps

We recommend upgrading existing pumps in order to improve their overall plant efficiency (OPE). This may include replacing the motor with one of higher efficiency, trimming impellers, or right-sizing pumps. It could also involve installing variable frequency drives (VFD) in order to modulate the speed of the motor to fit demand.

5.2.8 Upgrade Boilers

The City has indicated that some facilities are run by boilers that are near or past the end of their useful life. We recommend replacing these boilers with new high-efficiency, non-condensing boilers rated at or above 85% efficiency. The new boilers should maintain the same heating capacity as the existing boilers. Energy Star Appliances

5.2.9 Implement Sleep Mode for Office Equipment

We recommend that the City implement a policy for automating sleep mode for all office equipment after 15 minutes of inactivity. This includes printers, computers, and other multifunction devices. Not only will this save a significant amount of electricity usage for the equipment itself, but by reducing the amount of heat generated, equipment life will be lengthened and offices can save on air conditioning costs.

6. Implementation of Energy Action Plan

6.1 Implementation Plan

To ensure the furthering of energy efficiency efforts, the City will integrate the goals and policies of this plan into other local and regional plans, programs, and activities. As the City moves forward with zoning code updates, design guidelines, specific plans, Housing Element updates, and other planning documents, staff will ensure that these documents integrate recommendations of the EAP. City staff will also work to update development review tools and other administrative tools to align day-to-day planning and building activities. The completed Energy Action will serve to guide the City of Lakewood in future efficiency actions and initiatives that will be incorporated in a long term policy document such as the General Plan, climate action plan, or sustainability plan.

Implementation will involve coordination among diverse public and private stakeholders. If the City elects to do so, development of a regional energy manager position would greatly support the City's ability to successfully track both short and long-term progress toward EAP targets. It would be additionally helpful for streamlining this strategy to develop a regionally uniform method to collect, track, and report on EAP metrics and project outcomes.

6.2 Monitoring

The City will work internally or with any appropriate partners, such as The Energy Network, to identify effective procedures to track the status of energy efficiency projects without increasing the level of effort from existing city staff. A designated city staff lead will monitor plan implementation and will support ongoing regional collaboration. This city staff lead will work to identify regional resources available to streamline the implementation process, and city staff will work diligently to monitor EAP success.

To determine whether the City is on track to meet the adopted target, it is important that the City monitor implementation progress on a regular basis and identify whether the policies are achieving their intended reductions or if additional policies will need to be implemented to meet the target.

To support City staff's reporting efforts on the progress of EAP implementation, we have set up an Energy Star Portfolio Manager account for Lakewood, populated with historic usage data over the last 12 months. When this EAP is completed, the account will be transferred into the ownership of the City. The online tool can develop benchmarking, visual trend data, goal-setting, and facility performance comparisons. In addition, its reporting capabilities will make it an invaluable asset to aid the City's monitoring efforts, as it can be used to present EAP progress to city advisory bodies, assist in annual fiscal budget planning, and highlight city and community success.

7. Funding Mechanisms

As is the case with most local governments today, adequate resources and availability of funding plays a critical role in the implementation of projects. The following are various project funding mechanisms that the City should investigate and utilize (wherever applicable).

Federal Government Grants

Most energy efficiency grants are issued by individual state governments. However, grants for the largest amount of money are typically issued by the Federal Government. A full directory of available energy efficiency grants can be found at <http://www.grants.gov>. These grants are split between competitive grants, in which applicants compete with a number of other applicants for a limited pool of money, and formula grants, in which money is allocated according to a particular set of requirements that an applicant must meet.

Energy efficiency grants have become more common in recent years along with increased concerns about climate change and energy independence. The U.S. Department of Energy's Energy Efficiency and Conservation Block Grant Program (EECBG) provided over \$3.2 billion in 2009 for a variety of energy efficiency programs, such as auditing and retrofitting residences and businesses to make them more energy efficient, the implementation of various energy conservation campaigns, and the deployment of energy efficient street lights and traffic signals.

For information on Federal Government energy efficiency funding initiatives, visit the Federal Government website: <http://www.eere.energy.gov>.

Utility Rebates and Incentives (SCE/SCG EE Programs)

The City of Lakewood should continue to leverage the many rebate and incentive programs made available through local utilities, including SCE and SCG. These programs provide a crucial economic boost for energy projects, including retrofit, new construction, and retrocommissioning (RCx)/ monitoring-based commissioning (MBCx) projects. Program and incentive specifics can be found by contacting the City's local SCE & SCG representatives.

On-Bill Financing (OBF)

On-Bill Financing is an IOU mechanism that enables cities to finance energy efficiency projects with loans that are repaid through their utility bill. Both SCE and SCG offer on-bill financing programs in conjunction with their energy-efficiency rebate and incentive programs. Key Features include:

- 0% interest loans
- No fees on loan costs
- Convenient loan repayment through your monthly SCE/SCG bill

For more information, visit: <http://on.sce.com/2wesyuU> and <https://www.socalgas.com/for-your-business/energy-savings/zero-percent-financing>

The Energy Network (TEN) - Energy Project Lease Financing Program

The Energy Project Lease Financing Program is authorized by the CPUC and provided through The Energy Network. Funding for Energy Project Lease Financing is provided through private lenders and may be combined with other financing sources including utility or public financing, rebates and incentives. Loans are structured as equipment leases secured by the new equipment and upgrades installed during the project or by using real property. To find out more about the advantages of Energy Project Lease Financing visit:

<http://action.theenergynetwork.com/financing/energy-project-lease-financing>.

CEC's Energy Efficiency Financing Program

The California Energy Commission's (CEC) Energy Efficiency Financing Program provides financing for cities, counties, public care institutions, public hospitals, public schools and colleges, and special districts through low- interest loans for the installation of energy-saving measures.

- Loans for energy projects can fund 100% of the project within a 17 year (maximum) simple payback. The loan must be repaid from energy cost savings or other legally available funds within a maximum term of 20 years (including principal and interest). The repayment schedule is based on the estimated annual energy cost savings from the aggregated project(s), using energy costs and operating schedules at the time of loan approval. Simple payback is calculated by dividing the dollar amount of the loan by the anticipated annual energy cost savings.
- The interest rate is 1% and is fixed for the term of the loan.

For more information, please visit: <https://energy.ca.gov/efficiency/financing>

Power Purchase Agreements (PPAs)

A Power Purchase Agreement (PPA) is a mechanism for an end-use customer to purchase clean energy from a power producer for on-site projects. In the case of solar photovoltaic electricity, a city can opt to purchase solar energy from a system installed on-site through a PPA at a negotiated rate. A major advantage of a PPA is that no upfront investment or ongoing maintenance costs are required from the city, while the solar PV energy is often guaranteed by the PV provider. While the solar panels may be installed on city premises, the City will not own the system. Ownership of any renewable energy certificates (RECs) and carbon offset credits generated will need to be negotiated as part of the PPA. However, the risk of the negotiated electricity rate is usually placed on the buyer.

Efficiency Services Agreements (ESA's)

An Efficiency Services Agreement (ESA) is a pay-for-performance financing solution that allows building owners to implement energy efficiency projects without any upfront capital expenditure. Under this PPA-like structure for energy efficiency, an ESA provider pays for all development and construction costs. After a project is operational, the building owner uses a portion of the cost savings associated with reduced energy consumption to make periodic service payments over the ESA term. ESA payments vary by billing period according to the actual amount of achieved savings.

For each project, the ESA provider enters into the ESA directly with the building owner and pays a third-party contractor (for example, an ESCO) to engineer, implement and maintain the energy efficiency project. Key features of an ESA generally include:

- ESA provider funds 100% of all design, engineering, and construction costs
- Projects can include a broad range of energy efficiency technologies and measures
- ESA provider owns and is responsible for ongoing maintenance services for all equipment, with customer buyout options available
- After the ESA term expires, the customer has the option to purchase the equipment at fair market value
- ESA payments are an operating expense similar in nature to a regular utility bill, although each owner is responsible for conducting their own accounting review

Energy Performance Contracts (EPCs)

Energy Performance Contracts (EPCs) are structured so that energy efficiency projects can be installed with little or no upfront cost to the customer. A portion of the revenue from energy savings goes directly to an Energy Service Company (ESCO), who finances and constructs the

project. ESCOs can take on the debt associated with the projects done through the EPC, allowing cities to keep the debt off of their books.

Green Revolving Fund (GRF)

A Green Revolving Fund (GRF) is an internal fund that provides the financing to parties within an organization or institution to implement energy efficiency, renewable energy, and other sustainability projects that generate cost savings. These savings are tracked and used to replenish the fund for the next round of green investments, thus establishing a sustainable funding cycle while cutting operating costs and reducing environmental impact. Capital for a GRF may be obtained from a variety of funding sources, including grants, government funding, utility rebates and incentives, and from annual operating budgets. The implementation of GRFs has been hugely successful within the college, university, and other nonprofit institutional settings. The GRF approach has begun to expand to new sectors, including healthcare institutions, municipalities, private companies, and governments. Should the City of Lakewood have interest in exploring the possibility of funding sustainability projects through the GRF model, there is a wealth of resources available online. A particularly informative document is a report titled “Green Revolving Funds: A Guide to Implementation & Management,” which can be found at http://greenbillion.org/wp-content/uploads/2013/08/GRF_Full_Implementation_Guide.pdf

8. Policies and Guidelines

California has adopted numerous regulations aimed at reducing the State's GHG emissions, and it is anticipated that the impact of these regulations on local governments will evolve over time. Compliance with state policies and regulations regarding these issues is an important factor for consideration by the City of Lakewood. In addition to state policies and regulations, the City of Lakewood understands that establishing and upholding effective local planning and implementation policies and guidelines will have the largest influence on attaining a long-term sustainable environment. Key objectives that the City shall consider in the implementation of new policies are as follows:

- Reduce energy use and carbon emissions at existing facilities
- Identify and eliminate energy waste
- Exceed energy efficiency standards in new construction facilities
- Stay informed on evolving energy efficiency technologies
- Sustain an effective energy usage tracking mechanism
- Prioritize staff education and training particular to energy efficiency and new technologies

The City should encourage adherence to the following policies and guidelines as it moves towards an increasingly sustainable future:

Assembly Bill 32

The Global Warming Solutions Act of 2006, or Assembly Bill (AB) 32, is a California State Law that fights climate change by establishing a comprehensive program to reduce greenhouse gas emissions from all sources throughout the state. AB 32 requires the California Air Resources Board (CARB or ARB) to develop regulations and market mechanisms to reduce California's greenhouse gas emissions to 1990 levels by 2020, with mandatory caps beginning in 2012 for significant emissions sources. The bill provides the Governor the ability to suspend the emissions caps for up to one year in the case of an emergency or significant economic harm.

In 2008, the Assembly Bill 32 Scoping Plan was released by CARB which describes measures to implement the requirements set by AB-32. The "Scoping Plan" cites local government action as integral to meeting the State's energy and GHG goals. In addition to partnering with local governments to encourage the establishment of regional emission reduction goals and community regulations, the Scoping Plan uses various mechanisms to reduce emissions statewide, including incentives, direct regulation, and compliance mechanisms.

Assembly Bills 1890 & 995

Under Assembly Bill 1890 (1996) and Assembly Bill 995 (2000), California has established a "loading order" that establishes energy efficiency as the State's highest priority. It mandates the prioritization of cost-effective energy efficiency measures, followed by demand response, renewable energy, and new generation projects. The City of Lakewood understands that energy efficiency is the "lowest hanging fruit" and as such, has designed this EAP to meet the State's loading order requirements.

Federal and State Energy Efficiency Requirements

The City of Lakewood shall adhere to federal and state-level energy efficiency requirements for both new and existing buildings. This will include compliance with the latest California building energy efficiency standards (Title 24), ASHRAE Standard 90.1 (energy standard for buildings except low-rise residential buildings), and the International Energy Conservation Code (IECC). Key enforcement procedures shall include the following:

- Review of plans
- Review of products, materials, and equipment specifications
- Review of tests, certification reports, and product listings
- Review of supporting calculations
- Inspection of the building and its systems during construction
- Evaluation of materials substituted in the field
- Inspection prior to occupancy

Energy Efficiency in New Construction

Incorporate a clearly defined set of energy efficiency requirements into the City's Owner Project Requirements and Basis of Design Documents.

Savings by Design

For all future new construction or major modernization projects, the City should utilize the services provided by the Savings by Design (SBD) program wherever feasible and practical. SBD is California's nonresidential new construction energy efficiency program, administered statewide and funded by Utility customers through the Public Purpose Programs surcharge applied to gas and electric services.

Savings by Design encourages energy-efficient building design and construction practices, promoting the efficient use of energy by offering upfront design assistance supported by financial incentives based on project performance. Projects participating in Savings by Design receive services including design assistance, Owners Incentives, Design Team Incentives, and Energy Design Resources. Services begin in the project design phase and continue through construction completion.

Design assistance can range from simple plan review and efficiency upgrade recommendations to complete computer simulation analysis comparing a number of alternative systems and integrated building design options. To help offset increased design interaction and potential costs of construction, financial incentives are available for projects that exceed thresholds established by the program. Participation in the program brings additional benefits, such as reduced long term operating costs, greater comfort, increased occupant health and productivity, conservation of natural resources, and cleaner air from avoided power generation.

Leadership in Energy and Environmental Design (LEED)

The City of Lakewood should continue to encourage LEED in new construction and major modernization projects wherever feasible. LEED is a voluntary third-party certification program and the nationally accepted benchmark for the design, construction and operation of high performance green buildings. City participation in the LEED process demonstrates leadership, innovation, environmental stewardship and social responsibility. Green design categories that are addressed by LEED include sustainable sites, water efficiency, energy efficiency, materials, and indoor environmental quality.

Building Commissioning and Retro-Commissioning

Building commissioning (Cx) helps improve the energy performance of new and existing buildings. When a building is initially commissioned it undergoes an intensive quality assurance process that begins during design and continues through construction, occupancy, and operation. Cx ensures that the new building operates initially as the owner intended and that building staff are prepared to operate and maintain its systems and equipment.

Retrocommissioning (RCx) is the application of the commissioning process to existing buildings. Depending on the age and condition of the systems, this RCx process often resolves problems that occurred during design or construction, or addresses problems that have developed throughout the building's life. For all future capital projects, the City intends to incorporate Cx into the project requirements. For all existing buildings, the City will identify those that can

benefit from RCx. To the extent economically feasible and technically practical, the City should plan on undergoing an RCx process in order of priority.

Environmental Preferred Purchasing (EEP) Policy

Los Angeles County, which includes the City of Lakewood, is a very large consumer of goods and services. As such, the purchasing decisions of its employees and contractors have a significant impact on the environment and are a crucial component of reaching the City's energy and sustainability goals. LA County understands the importance of an EEP and, as a result, adopted a countywide "Purchase of Environmentally Preferable Products (Green Purchasing)" Policy (LA County Policy P-1050) in 2007. The Policy instructs all County departments to implement and uphold the following objectives:

- Conserve natural resources
- Minimize environmental impacts such as pollution and excessive use of water and energy;
- Eliminate or reduce toxics that create hazards to workers and the community;
- Support strong recycling markets;
- Reduce materials that are sent to landfills;
- Encourage manufacturers and vendors to reduce environmental impacts in their production and distribution systems; and
- Create a model for successfully purchasing environmentally preferable products that encourages other purchasers in our community to adopt similar goals.

Where applicable, the LA County EEP requires that energy-efficient equipment shall be purchased with the most current energy efficiency functions. County departments and agencies are expected to include an energy-efficiency requirement component to their solicitation to purchase products where Energy Star® for Federal Energy Management Program (FEMP) standards are available. By adhering to the LA County EEP policy, the City of Lakewood will help mitigate its impact on the environment, lower pollution levels from its operations, protect public health, and improve the environmental quality of the community.

For more information about the LA County Environmental Purchasing Policy, please visit <http://doingbusiness.lacounty.gov/P-1050.pdf>

Energy Star®

Energy Star is a labeling program derived from a partnership between the U.S. Environmental Protection Agency (EPA) and the U.S. Department of Energy (DOE). All products displaying the Energy Star label meet Federal Energy Management Program (FEMP) standards. Typically, this means that labeled products are in the top 25 percent of all similar products when ranked by energy efficiency, and use 25 to 50 percent less energy than their traditional counterparts. As described in the section above, the LA County EEP states that Energy Star® standards shall be considered in all purchasing decisions made by the City of Lakewood, wherever applicable.

Energy Star Portfolio Manager

EPA's ENERGY STAR Portfolio Manager is an online tool that organizations and local governments can use to measure and track energy and water consumption, as well as GHG emissions. It can be used to benchmark the performance of one building or a whole portfolio of buildings, all in a secure online environment. It is especially useful for providing holistic and visual data, making it easy to identify new opportunities for projects.

Support Staff Training

Ongoing energy efficiency related training of staff is critical to the sustainability and success of the EAP. Department leaders should encourage staff to participate in training made available by various organizations like the Statewide Energy Efficiency Collaborative (SEEC), Local

Governments for Sustainability (ICLEI), the Local Government Sustainable Energy Commission (LGSEC), Southern California Edison (SCE), and Southern California Gas Company (SCG). In particular, the City can leverage the free workshops offered by SCE to increase staff knowledge on various sustainability and energy efficiency topics. Areas of focus include the following:

- Title 24 and other Energy Efficiency Building Standards (i.e., CALGreen, ASHRAE 90.1, etc.)
- Current green building policies » LEED (Leadership in Energy and Environmental Design)
- Developing energy efficiency technologies
- Building Energy Auditing tools and techniques
- Bench-marking and Performance Tracking

In addition, free webinars are typically available through Energy Star®, the California Energy Commission (CEC), and variety of other organizations.

9. Suggested Policies & Community Engagement

Staff will monitor the EAP's implementation progress on an annual basis and report to the City Council. Development of an implementation and monitoring tool will assist in tracking progress. The following policies are presented to ensure the City is successful in the implementation of the EAP.

Implementation Policy 1: Annually Monitor and Report the City's Progress Toward Achieving the Reduction Target

- Facilitate implementation of policies and actions related to municipal operations.
- Prepare an annual progress report for review and consideration by the City Council.
- Utilize Energy Star Portfolio Manager for monitoring purposes and to assist with annual reports.
- Identify key City staff responsible for annual reporting and monitoring.

Implementation Policy 2: Regularly Review and Update the City's GHG Inventory, Energy Profile, and EAP

- Conduct an annual review of electricity usage and associated GHG emissions.
- Re-inventory community-wide and municipal GHG emissions every 5 years if there is financial support.
- Update the EAP to incorporate new technology, programs, and policies as available to achieve further energy efficiency.
- Consider updating and amending the EAP as necessary, should the City find that policies and actions are not meeting the intended energy reductions.
- If/when city resources are available, integrate the EAP into a comprehensive climate action plan in order to ensure that the recommendation of this EAP are holistically applied.

Implementation Policy 3: Continue to Develop Collaborative Partnerships That Support Implementation of the EAP

- Continue to participate as an active member of the Energy Leader Partnership (ELP).
- Participate in other SCE and SCG-sponsored programs, projects, and events to help meet the goals described in this EAP.
- Enroll in programs such as The Energy Network for technical support in project implementation.

Implementation Policy 4: Support Regional Funding Efforts to Implement the EAP

- Ensure implementation through the inclusion of policies and actions in department budgets, the capital improvement program, and other plans as appropriate.
- Identify and pursue local, regional, state, and federal grants as appropriate to support implementation.

9.1 Continued Partnership Opportunities

One component to the successful implementation of the City's EAP will be the sharing of resources through continued communication and collaboration with other cities in the region. Continued collaboration will foster a more supportive environment to share best practices, and potentially coordinate future requests for funding and/or implementation. Efforts to implement programs and policies on a regional scale will provide consistency in the energy efficiency market and leverage economies of scale.

The City of Lakewood will continue to participate in the Energy Leader Partnership program and other regional discussions related to energy efficiency. It can also consider enrolling in The Energy Network to help meet the goals described in this EAP.

Appendix A – Relevant Documents

Please see the following documents for further details:

- City of Lakewood Streetlight Inventory, Excel File
- City of Lakewood Electricity Usage Summary, Excel File
- City of Lakewood Gas Usage Summary, Excel File
- List of Facilities, Excel File
- Lakewood Billing and Usage History, Excel File
- City of Lakewood ELP Level, PDF File
- ELP EAP Requirements Lakewood, PDF File

Appendix B – Glossary of Key Terms

Adjusted Business-as-Usual (ABAU) Forecast

An emissions forecast that accounts for actions and legislation implemented by the State of California to reduce greenhouse gas emissions statewide that will also have a measurable beneficial impact for local jurisdictions' emissions.

American Recovery and Reinvestment Act (ARRA)

Commonly referred to as the Stimulus Plan or Recovery Act, ARRA is an economic stimulus package enacted by the federal government in 2009. The intent of the stimulus is to create jobs and promote investment and consumer spending during the economic recession. On February 13, 2009, Congress passed ARRA as a direct response to the economic crisis.

Assembly Bill 32 (AB 32)

California Global Warming Solutions Act of 2006 Establishes a comprehensive program of regulatory and market mechanisms to achieve real, quantifiable, cost-effective reductions of greenhouse gases for the State of California. Makes the California Air Resources Board (CARB) responsible for monitoring and reducing statewide greenhouse gas emissions, with a target to reduce emissions to 1990 levels by 2020.

Assembly Bill 811(AB 811)

California Assembly Bill 811 (authored by Assembly member Lloyd Levine and signed by Governor Arnold Schwarzenegger on July 21, 2008) authorizes California cities and counties to designate areas within which willing property owners could enter into contractual assessments to finance the installation of energy efficiency improvements and/or distributed renewable energy generation.

Assembly Bill 1109 (Huffman Bill)

California Assembly Bill 1109 (authored by Assembly member Jared Huffman and signed by Governor Arnold Schwarzenegger on October 12, 2007) prohibits the manufacturing for sale or the sale of certain general purpose lights that contain hazardous substances, and requires the California Energy Commission to adopt energy efficiency standards for general purpose lights.

Baseline Inventory

The base year for assessment of energy trends against which future progress can be measured for a single calendar year (2005–2008), consistent with legislative guidance and the Assembly Bill 32 Scoping Plan.

Building Envelope

All components of a building that enclose conditioned space and separate it from unconditioned space or the outdoors.

Build-out

Development of land to its full potential or theoretical capacity as permitted under current or proposed planning or zoning designations.

Business as Usual (BAU)

A scenario that assumes that no specific actions will be taken to reduce emissions and growth coming from the expansion of activity and services within the city. All forecasts are based on this scenario.

California Air Pollution Control Officers Association (CAPCOA)

An association of air pollution control officers representing the 35 local air quality agencies throughout California.

California Air Resources Board (CARB)

A part of the California Environmental Protection Agency that reports directly to the Governor's Office in the Executive Branch of California State Government. CARB's mission is to promote and protect public health, welfare, and ecological resources through the effective and efficient reduction of air pollutants while recognizing and considering the effects on the economy of the state.

California Building Code (Title 24)

California Code of Regulations, Title 24, also known as the California Building Standards Code (composed of 12 parts). Title 24, Part 6 sets forth California's energy efficiency standards for residential and nonresidential buildings and was established in 1978 in response to a legislative mandate to reduce California's energy consumption. The standards are updated periodically to allow consideration and possible incorporation of new energy efficiency technologies and methods.

California Environmental Quality Act

A state law requiring state and local agencies to regulate activities with consideration for environmental protection. If a proposed activity has the potential for a significant adverse environmental impact, an environmental impact report (EIR) must be prepared and certified as to its adequacy before action can be taken on the proposed project. General plans require the preparation of a program EIR.

California Global Warming Solutions Act of 2006

See Assembly Bill 32.

California Green Building Code (CALGreen, Title 24, Part 11)

Refers to CALGreen component of the California Building Code. See California Building Code.

California Long Term Energy Efficiency Strategic Plan (CEESP)

A plan adopted by the California Public Utilities Commission in 2008 that presents a single road map to achieve maximum energy savings across all major groups and sectors in California. This comprehensive plan for 2009 to 2020 is the state's first integrated framework of goals and strategies for saving energy, covering government, utility, and private sector actions, and holds energy efficiency to its role as the highest priority resource in meeting California's energy needs.

California Solar Initiative (CSI)

Allows the California Public Utilities Commission to provide incentives to install solar technology on existing residential, commercial, nonprofit, and governmental buildings if they are customers of the state's investor-owned utilities: Pacific Gas & Electric, San Diego Gas & Electric, or Southern California Edison.

Carbon Dioxide Equivalent (CO₂e)

A metric measure used to compare the emissions from various greenhouse gases based upon their global warming potential (GWP). The carbon dioxide equivalent for a gas is derived by multiplying the tons of the gas by the associated GWP. For example, the GWP for methane is 21. This means that emissions of one million metric tons of methane are equivalent to emissions of 21 million MTCO₂e.

Clean Car Fuel Standard (AB 1493 – Pavley)

Signed into law in 2002 and commonly referred to as Pavley standards. Requires carmakers to reduce greenhouse gas emissions from new passenger cars and light trucks beginning in 2011. CARB anticipates that the Pavley standards will reduce greenhouse gas emissions from new California passenger vehicles by about 22% in 2012 and about 30% in 2016, all while improving fuel efficiency and reducing motorists' costs.

Climate Change (global climate change)

The term —climate change is sometimes used to refer to all forms of climatic inconsistency, but because the earth's climate is never static, the term is more properly used to imply a significant change from one climatic condition to another. In some cases, climate change has been used synonymously with the term —global warming; scientists, however, tend to use the term in the wider sense to also include natural changes in climate.

Community-Wide Greenhouse Gas Inventory

Looks at greenhouse gas emissions caused by all activities within a city's geographic boundary. Typical sectors include residential, commercial, and industrial energy use, transportation, off-road equipment, waste generation, and energy associated with water delivery and treatment.

Cool California

A State-operated website that provides tools and information to residents, businesses, schools, and local governments to take action related to climate change. The website links and resources related to energy efficiency, cool roofs, grant programs, and more. The website is available at <http://www.coolcalifornia.org/>.

Daylighting

Building assemblies (such as use of windows, skylights, light tubes, and reflective surfaces) designed to introduce daylight into a building for the purpose of illumination and view, and to reduce a building's reliance on electric lighting.

Demand Response

Mechanism for managing end user electricity consumption in response to energy supply conditions. A demand-responsive system is one that can be controlled (either directly or remotely) to reduce electricity consumption during times of increased energy demand and/or constrained energy availability.

Direct Access Electricity

Direct access service is an optional choice that customers can select to purchase electricity and other services from an electric service provider (ESP), instead of from Southern California Edison. An ESP is an entity that contracts directly with its customers to provide electric service and is responsible for arranging an adequate supply of electricity. ESPs are required to meet certain requirements with the California Public Utilities Commission in addition to meeting financial and technical requirements with Southern California Edison.

Lighting-Street and Highway-Unmetered Service Company-Owned System (LS-1)

Applicable to SCE-owned service accounts for the lighting of streets, highways, and publicly owned and publicly operated automobile parking lots which are open to the general public where SCE owns and maintains the street lighting equipment and associated facilities. These accounts are not metered (not based on actual energy use) and are charged based on SCE's monthly rate per lamp.

Lighting-Street and Highway-Customer-Owned Installation-Unmetered Service (LS-2)

Applicable to unmetered service for the lighting of streets, highways, other public thoroughfares, and publicly owned and publicly operated automobile parking lots which are open to the general

public, where the customer owns the street lighting equipment including, but limited to, the pole, mast arm, luminaire and lamp, and all connecting cable in a streetlight system. These accounts are not metered (not based on actual energy use) and are charged based on SCE's monthly rate per lamp.

Lighting-Street and Highway-Customer-Owned Installation-Metered Service (LS-3)

Applicable to metered service for the lighting of streets, highways, directional highway signs served in conjunction with street and highway lighting, other public thoroughfares, and publicly owned and publicly operated automobile parking lots which are open to the general public, where the customer owns the street lighting equipment operated within the period from dusk to dawn. Electricity charges are based on metered electricity use.

Traffic Control Service (TC-1)

Applicable to single- and three-phase service: for traffic directional signs or traffic signal systems located on streets, highways and other public thoroughfares, and to railway crossing and track signals; for public thoroughfare lighting that is utilized 24 hours per day or is not controlled by switching equipment, such as tunnel or underpass lighting; and to public authorities for the illumination of bus stop shelters located in the dedicated road right-of-way where such service is combined with other traffic control service as defined above.

Electricity Sectors

The EAP groups electricity use into four key topics, based on the type of activity that consumes electricity and causes greenhouse gas emissions. The electricity sectors consist of existing residential, existing nonresidential, new development (residential and nonresidential), and City government operations.

Emissions Forecast

Baseline emissions are forecast to future years based on projected increases in population, jobs, households, and other local trends. Forecasts will show two scenarios: (1) outcomes if no behavioral or regulatory changes are made (a business-as-usual scenario), and (2) outcomes to account for reduction efforts mandated by the State of California, such as new vehicle standards and fuel standards.

Emissions Standard

The maximum amount of pollutant legally permitted to be discharged from a single source, either mobile or stationary.

Energy Conservation

Methods of reducing energy waste, such as turning off lights or heating when not needed.

Energy Efficiency

Doing the same or more work with less energy, such as replacing incandescent light bulbs with compact fluorescent light bulbs, using appliances that use less electricity to run than older models, or utilizing a vehicle that can travel farther using the same amount of gasoline.

Energy Efficiency and Conservation Block Grant

The Energy Efficiency and Conservation Block Grant program was funded through the American Recovery and Reinvestment Act and managed by the US Department of Energy to assist cities, counties, states, and territories to develop, promote, and implement energy efficiency and conservation programs and projects.

Energy Leader Partnership Model

Southern California Edison (SCE) has developed the Energy Leader Partnership (ELP) Model to

provide support to local governments in identifying and implementing opportunities to improve energy efficiency in municipal facilities and promoting community awareness of demand side energy management opportunities. By participating in SCE's Energy Leader Partnership, local governments are taking actions to support the California Long Term Energy Efficiency Strategic Plan while saving energy and fiscal resources for their communities.

Energy Star

A joint program of the US Environmental Protection Agency and the US Department of Energy to provide consumers with information and incentives to purchase the most energy-efficient products available.

Energy Upgrade California

Energy Upgrade California is a new statewide program that offers incentives to homeowners who complete select energy- saving home improvements on a single-family residence. These incentive packages encourage customers to take a "whole house" approach by combining several related improvements at once to increase a home's overall energy efficiency and achieve greater savings. By working with participating contractors, homeowners can choose from two incentive options, the Basic Upgrade Package or the Advanced Upgrade Package, based on their improvement needs and budget.

First Cost

Immediate purchase and installation cost. First costs do not include life-cycle or long-term operating costs, which may result in long-term cost savings from increased efficiency, reduced maintenance, and other factors.

Goal

The desired end state or expected outcome related to electricity reduction targets in the Energy Action Plan (EAP). Each goal corresponds to one of the EAP's seven topic areas: existing residential buildings, existing nonresidential buildings, new development, planning framework, urban cooling, water and electricity efficiency, and municipal operations.

Graywater (also recycled water, reclaimed water)

Treated or recycled wastewater of a quality suitable for non-potable uses such as landscape irrigation; not intended for human consumption.

Green Building

Sustainable or —green" building is a holistic approach to design, construction, and demolition that minimizes the building's impact on the environment, the occupants, and the community.

Greenhouse Gases

Gases which cause heat to be trapped in the atmosphere, warming the earth. Greenhouse gases are necessary to keep the earth warm, but increasing concentrations of these gases are implicated in global climate change. The majority of greenhouse gases come from natural sources, although human activity is also a major contributor. The principal greenhouse gases that enter the atmosphere because of human activities are:

Carbon Dioxide (CO₂): Carbon dioxide is a colorless, odorless gas that occurs naturally in the earth's atmosphere. Carbon dioxide also enters the atmosphere through the burning of fossil fuels (oil, natural gas, and coal), solid waste, trees, and wood products, and as a result of other chemical reactions (e.g., manufacture of cement). Carbon dioxide is also removed from the atmosphere (or —sequestered) when it is absorbed by plants as part of the biological carbon cycle.

Methane (CH₄): Methane is emitted during the production and transport of coal, natural gas, and oil. Methane emissions also result from livestock and other agricultural practices and by the decay of organic waste in municipal solid waste landfills.

Nitrous Oxide (N₂O): Nitrous oxide is emitted during agricultural and industrial activities, as well as during combustion of fossil fuels and solid waste.

Fluorinated Gases: Hydrofluorocarbons, perfluorocarbons, and sulfur hexafluoride are synthetic, powerful greenhouse gases that are emitted from a variety of industrial processes. Fluorinated gases are sometimes used as substitutes for ozone-depleting substances (i.e., chlorofluorocarbons, hydrochlorofluorocarbons, and halons). These gases are typically emitted in smaller quantities, but because they are potent greenhouse gases, they are sometimes referred to as high global warming potential gases (—high GWP gases). Greenhouse Gas Inventory A greenhouse gas inventory provides estimates of the amount of greenhouse gases emitted to and removed from the atmosphere by human activities. A city or county that conducts an inventory looks at both community emissions sources as well as emissions from government operations. A base year is chosen and used to gather all data from that year. Inventories include data collection from such things as vehicle miles traveled (VMT), energy usage from electricity and gas, and waste. Inventories include estimates for carbon dioxide (CO₂), methane (CH₄), nitrous oxide (N₂O), sulfur hexafluoride (SF₆), hydrofluorocarbons (HFCs), and perfluorocarbons (PFCs), which are referred to as the six Kyoto gases.

Green Teams

A formal or informal group of people in a company who are passionate about environmental issues. The groups brainstorm solutions and promote ways in which their company's practices can become more environmentally sustainable, often creating sustainability plans and approaching management for funding to meet plans.

Green Waste

Refers to lawn, garden, or park plant trimmings and materials and can be used in home composts or picked up curbside by municipal waste haulers.

General Service-Non-Demand (GS-1) Electricity Accounts

See Electricity Accounts.

General Service-Demand (GS-2) Electricity Accounts

See Electricity Accounts.

Heating, Ventilation, and Air Conditioning (HVAC)

Systems that help maintain good indoor air quality through adequate ventilation with filtration and provide thermal comfort.

Implementation Action

An action, procedure, program, or strategy to achieve the electricity reductions of a policy. Action items may provide interim steps or supporting strategies. Actions may also indicate the range of opportunities to increase the electricity reduction potential of a policy.

Incentive

See SCE Incentive.

Integrated Systems

Lighting systems that include components, assemblies, and controls designed to work together

effectively.

Kilowatt-Hour (kWh)

A unit of energy equivalent to one kilowatt (kW) of energy used for an hour. For example, if an appliance requires a kW of energy to function, leaving the appliance on for one hour would consume one kWh of energy.

Leadership in Energy and Environmental Design

A green building standard and set of rating systems established by the US Green Building Council.

Life-Cycle Cost

Cost of a component, technology, or system over its entire lifespan, including not just first costs but also operating, maintenance, and disposal costs.

Method

A consistent body of methods or procedures to approach a given task; in terms of a greenhouse gas emissions inventory and forecast, refers to an internally consistent approach to quantify greenhouse gas emissions that supports the principles of inventories identified in the Local Government Operations Protocol: relevance, completeness, consistency, transparency, and accuracy.

Mixed Use

Properties on which various uses such as office, commercial, institutional, and residential are combined in a single building or on a single site in an integrated development project with significant functional interrelationships and a coherent physical design. A —single sitell may include contiguous properties.

Municipal Operations Greenhouse Gas Inventory

Looks at greenhouse gas emissions caused by City operations. Typical sectors include energy associated with City facilities, vehicle fleets, equipment, waste generation, employee commutes, and more.

Participating Municipality

Those jurisdictions or member cities that: (i) are located in Southern California Edison's (SCE) service territory; and (ii) have been selected by SCE to participate in the program as set forth in the Statement of Work. Includes 27 participating cities.

Performance Indicators

Specific, measurable, actionable, realistic and time-specific requirements that will directly and measurably contribute to the City's Energy Action Plan goals.

Policy

A statement that guides decision-making and indicates a commitment to achieve the specified outcomes of the goal. Policies provide the foundation for quantification of electricity reduction potentials in the Energy Action Plan.

Property Assessed Clean Energy (PACE)

A form of financing that creates municipal finance districts to provide loans to homeowners and businesses for energy- efficient retrofits and renewable energy system installations. Loans are repaid through an annual surcharge on property tax assessments. Governor Schwarzenegger signed the nation's first law allowing PACE

Public Goods Charge

The public goods charge consists of funds collected from electric utility ratepayers pursuant to Section 381 of the California Public Utilities Code for public purpose programs, including energy efficiency programs approved by the California Public Utilities Commission. The funds that make up Southern California Edison's budget for this project come from the public goods charge.

Reach Codes

Codes that direct contractors to construct buildings significantly more energy efficient than required by conventional building codes.

Rebate

Offered by the state, utility, or local government to promote the installation of renewables and energy efficiency projects.

Renewable Energy

Energy from sources that regenerate and are less damaging to the environment, such as solar, wind, biomass, and small-scale hydroelectric power.

Renewables Portfolio Standard

Requires utility providers to increase the portion of energy that comes from renewable sources to 20% by 2010 and to 33% by 2020. Due to potential implementation issues, the adjusted business-as-usual forecast assumes that energy providers will achieve a minimum 28% renewable portfolio by 2020.

SCE Energy Leader Partnership

A program run by Southern California Edison (SCE) that provides support to local governments and institutions to assist them in achieving a joint vision of sustainability. SCE works closely with partners to address key issues that are barriers to achieving this vision and develop a long-term energy efficiency strategy. For local governments, SCE provides support to identify and address energy efficiency opportunities in municipal facilities, take actions supporting the California Long Term Energy Efficiency Strategic Plan, and increase community awareness and participation in demand side management opportunities. A key goal in SCE's local government partnerships is helping cities and counties lead by example in addressing energy efficiency first in their own municipal facilities.

SCE Incentive (financial incentive)

Provisions issued by Southern California Edison (SCE) in order to promote the installation of energy efficiency and renewable projects in the utility territory. There are a variety of types of incentives, including rebates, loans, and alternative rates. The incentives are paid through the statewide Public Goods Charge.

Senate Bill 375

Requires the California Air Resources Board to develop regional greenhouse gas emissions reduction targets to be achieved from the automobile and light truck sectors for 2020 and 2035. The regional targets adopted by the Southern California Association of Governments (SCAG) are an 8% reduction in per capita transportation emissions by 2020 and a conditional 13% reduction by 2035 which will be achieved through the development of a Sustainable Communities Strategy as part of the 2012 Regional Transportation Plan update.

Sectors

Emissions are grouped by the type of activity that generated the emissions, such as transportation, residential energy use, or commercial energy use.

Simple Payback Period

Amount of time required to recover an initial investment.

Smart Lighting

Lighting that is dynamically responsive to end-user needs based on daylighting, occupancy, scheduling, and demand response requirements.

Southern California Edison (SCE)

An investor-owned utility that is the primary electricity provider to Southern California and the City of Lakewood.

Southern California Regional Energy Consortium

Los Angeles County program that will bundle like projects for economies of scale after city energy efficiency projects have been identified.

Standard Practice

As opposed to best practices, standard practices include techniques, policies, methodologies, procedures, technologies, and systems that are typically employed by practitioners and generally do not achieve optimal results (in terms of energy efficiency, demand-responsiveness, high quality, environmental sustainability, smart-grid connectedness, and integration with renewable energy generation sources).

Sustainability

Community use of natural resources in a way that does not jeopardize the ability of future generations to live and prosper.

Sustainable Development

Development that meets the needs of the present without compromising the ability of future generations to meet their own needs.

Tariff

Electricity rates set by the utility and approved by the California Public Utilities Commission to recover costs. Customers may be placed in different rate classes based on a combination of parameters such as level of demand, end-use applications, or economic situation.

Time-of-Use General Service-Demand Metered (TOU-GS-3)

See Electricity Accounts.

Vehicle Miles Traveled (VMT)

A key measure of overall street and highway use. Reducing VMT is often a major objective in efforts to reduce vehicular congestion and achieve regional air quality goals.

Water Conservation

Reducing water use, such as turning off taps, shortening shower times, and cutting back on outdoor irrigation.

Water Efficiency

Replacing older technologies and practices in order to accomplish the same results with less water; for example, by replacing toilets with new low-water-using models and by installing —smart controllers in irrigated areas.

Zero Net Energy

For buildings, use of no more energy over the course of a year than can be generated on site through renewable resources such as solar, wind, or geothermal power.

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TO: The Honorable Mayor and City Council

SUBJECT: Notice of Completion – Public Works Contract 17-03
Asbestos Abatement of the Existing Burns Community Center

INTRODUCTION

Harbor Environmental Group Inc., the Contractor on Public Works Contract 17-03, has completed work which consisted of removal of asbestos containing building materials from construction areas of Burns Community Center.

STATEMENT OF FACT

On June 27, 2017 Council awarded Public Works Contract 2017-03 to Harbor Environmental in the amount of \$20,174. Two (2) change orders (COs) were negotiated throughout the construction period resulting in a final contract amount of \$26,836.40. The net additional amount to the contract was \$6,662.40. These change orders are the result of additional abatement required due to the unforeseen condition of mold in the downstairs restrooms at the Burns Community Center.

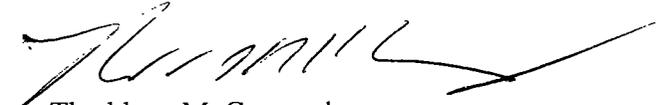
The contract was substantially completed on November 29th, 2017. Since that time Harbor Environmental Group's staff has addressed all items on a limited punch list.

RECOMMENDATION

It is the recommendation of Staff that the City Council:

- (1) Accept the work performed by Harbor Environmental Group, Inc., in a final contract amount of \$26,836.40, and authorize the City Clerk to file the Notice of Completion for Public Works Contract 2017-03.
- (2) Ratify Change Order Nos. 1-2 in the net additional amount of \$6,662.40 to Public Works Contract 2017-03.

Lisa Ann Rapp 
Director of Public Works


Thaddeus McCormack
City Manager

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Reports

COUNCIL AGENDA

December 12, 2017

TO: The Honorable Mayor and Members of the Council

SUBJECT: City of Lakewood Comprehensive Annual Financial Report (CAFR) Year Ended June 30, 2017
Formation of an Audit Committee

INTRODUCTION

The Comprehensive Annual Financial Report (CAFR) is a set of the City's financial statements that complies with the Generally Accepted Accounting Principles (GAAP) promulgated by the Governmental Accounting Standards Board (GASB). The City of Lakewood's CAFR is compiled by the Administrative Services Department staff and audited by the independent public accounting firm Pun Group LLP, Certified Public Accountants, whose unqualified opinion is included within the financial section of the report.

STATEMENT OF FACT

The City of Lakewood's Fiscal Year 2017 CAFR is composed in the standard format of three sections: Introductory, Financial, and Statistical.

- The Introductory Section includes the Transmittal Letter to the City Council from the City Manager and the Director of Administrative Services, the City's organizational chart and the GFOA Certificate of Achievement for Excellence in Financial Reporting.
- The Financial Section includes the Independent Auditor's Report, staff's Management's Discussion and Analysis that provides a high-level review of the year-over-year changes from the Fiscal Year 2016 CAFR, the Basic Financial Statements of the Governmental and Business Type Activities of the City, and the Fund, Proprietary and Fiduciary Financial Statements, followed by the Notes to the Basic Financial Statements
- The Supplemental Schedules section includes schedules of the City's various special revenue funds (grants), and internal service and fiduciary funds.
- The Statistical Section contains information on the financial trends, revenue and debt capacity, demographic and economic data and operational information of the City.

The City of Lakewood has two major fund groups, Governmental and Proprietary (Enterprise) that fall into two types of activities, governmental and business. The City's water utility is the only Enterprise Fund and is presented as a business activity in the financial statements along with the internal service funds that serve as cost centers for all funds and functions of the City.

In the Governmental Funds financial statements, Governmental Funds are broken out into Major Funds and Other Governmental Funds. The City of Lakewood has three Major Funds, the General Fund, Successor Housing Agency Fund and Capital Projects Fund; all remaining Governmental Funds are combined and represented under Other Governmental Funds. The combined fund balance of the City's Governmental Funds (page 29) decreased by \$851,396 over the prior year; this decrease was caused by the timing of the reimbursement for the water recapture project in the Capital Projects Fund, which was received in Fiscal Year 2018.

The Proprietary Fund financial statements represent primarily the Water Utility. The Water Utility is treated as an Enterprise fund and as such has retained earnings rather than a fund balance. Unrestricted retained earnings in the Water Fund increased by \$3,664,353 over the prior year (page 37). Operating income and the sale of capital assets (land) accounted for the increase. Increases in retained earnings are necessary to fund capital improvements. Such projects on the horizon include new wells, water main replacement and the water meter replacement, as well as water treatment and operational upgrades.

GENERAL FUND SUMMARY

The City's General Fund, the City's largest fund and over which the city council has discretionary authority, is extremely important in the provision of essential city services.

Revenues

Overall, General Fund Revenues plus the transfer in of Gas Tax came in under budget by \$472,489, and posted a year-over-year decrease of \$1,125,169. Following is a brief review the major revenues received by the City represented on page 101 of the CAFR.

Property tax came in better than expected at \$101,720 over budgeted estimates, but \$106,440 under prior year receipts. The year to year decline is attributed to a one-time payment in residual property tax received the prior year – the city's share of the property tax reallocated from the dissolutioned redevelopment agency. Motor vehicle license fees (property tax in lieu of the vehicle license fee) also came in higher than budgeted by \$119,223, and \$400,695 greater than the prior year.

Sales tax came in under budget by \$220,172 and \$339,360 less than the prior year. This decrease from the prior year is attributed to the ending of the "triple-flip". The state financing mechanism called the "triple flip" that began in 2004 came to an end in Fiscal Year 2015-2016 and in order to hold cities and counties harmless, ending the triple flip required one additional quarter of ERAF transfer to cities.

Utility users tax revenue came in below expectations by \$352,923. Likewise, utility user's tax revenue decreased by \$84,868 from the prior year due to declines in utility tax receipts on communications and electricity.

Expenditures

General Fund operational expenses posted a year-over-year increase of 2.7 percent, equivalent to \$1,212,132. Operational expenditures stayed within the adopted budget for Fiscal Year 2016-2017. Following is a brief fiscal review of the six functions of the City as presented on page 89 of the CAFR.

The General governmental expense year-over-year increase of \$131,235 is due to the election.

Public safety decreased by \$94,418 over the prior year due to the one-time helicopter and LED street lighting financing that occurred in the prior year; and as in past years, costs came in lower than budget as the City budgets for full use of services provided for in its contract with the Los Angeles Sheriff Department.

Transportation expense was \$138,608 over the prior year primarily due to tree, parkway and median maintenance expenses. Community development related operational expenses increased by \$349,396 due to increases in building and safety and planning expenses; Health and sanitation, the City's refuse collection and disposal service cost increased by \$151,051 over the prior year; this cost is fully offset by revenues. Culture and leisure increased by \$536,260 over the prior year due to the cost of labor, equipment and materials used to maintain parks and park programs.

Major capital projects totaling \$1,283,570 in Fiscal Year 2016-2017 included Bolivar Parks play area improvements, the Centre's refurbishment project, hardscape repairs and various park and facility improvement projects throughout the City. The City's expenditure on capital projects decreased by \$2,171,421 from the prior year; this decrease is due to the multi-year nature of capital improvement projects and where Fiscal Year 2016-17 represented the planning phase for certain capital projects that will be constructed in Fiscal Year 2017-2018.

Fund Balance

Overall, General Fund expenditures (including capital projects) exceeded revenues (including transfers in) by \$131,292; and in general terms, the City remains in sound fiscal condition. The fund balance is presented per GASB 54, which includes four components; the following is a brief review of these components as presented on page 28 of the CAFR.

The Unspendable component (restricted) includes prepaid items, inventories and loans to the Successor Agency. This component increased by \$234,785 from the prior year. The Successor agency loan is the major element of this component and of the year-over-year change.

The Committed component includes reserves for city obligations, projects and economic uncertainty. This component increased by \$1,247,437 from the prior year. This increase was due to a \$2,207,624 increase in continuing appropriations for multi-year capital projects, mainly the Burns Community Center, offset by a decrease in the funds needed for personnel obligations.

The Assigned component includes reserves for capital replacement and repairs, and for major emergencies or catastrophes. This component decreased by \$1,118,504, specifically capital replacement and repairs decreased by \$1,173,796 to fund the Burns Community Center rehabilitation project, this was offset by an increase in contract emergency services to meet the requirements of the City's Governmental Fund Balance Policy.

The unassigned component is utilized for cash flow purposes, as well as unforeseen projects or programs. In Fiscal Year 2017, the Unassigned component offset grant revenues (other governmental funds) not received in time to be included in the CAFR, these include Prop A Recreation, Community Development Block Grant (CDBG), Park River and Open Space Grants, and the capital improvement grants as listed on page 97 of the CAFR. All of these funds will be received in Fiscal Year 2018.

AUDIT COMMITTEE

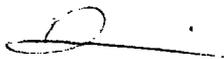
Success for government agencies is built on a foundation of fiscal accountability and governance. Achieving this requires a combination of strong internal controls, budgetary and legal compliance, accurate and timely reporting, and a culture of uncompromised moral and ethical behavior. The creation of an audit committee is recommended to ensure these measures remain in place.

The primary purpose of an audit committee is to provide oversight of the financial reporting process, the audit process, the system of internal controls and compliance with laws and regulations. An effective audit committee can be instrumental in improving financial practices and reporting and preventing fraud.

RECOMMENDATION

Staff recommends the City Council:

- Receive and file the City of Lakewood Comprehensive Annual Financial Report (CAFR) Year Ended June 30, 2017
- Establish an Audit Committee



Diane Perkin
Director of Administrative Services



Thaddeus McCormack
City Manager

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TO: The Honorable Mayor and City Council

SUBJECT: Update On Improvements to the Existing Burns Community Center

INTRODUCTION

De La Riva Construction began work in early September 2017 after the initial abatement work was completed. They have gutted the activity room and first floor restrooms, and commenced the building expansions to the northeast and south. They installed a new pedestrian walkway on the north side of the building to allow building users access from the parking lot to the Clark Ave. entrance while the rear of the building is under construction. The exterior of the second floor has been stripped of the wood siding exposing water damage and dry rot more fully discussed below. The elevator shaft is presently under construction as well as site walls and the enclosure of the old patio south of the activity room.

STATEMENT OF FACT

On June 27, 2017, Council awarded a bid to De La Riva Construction (DLR), in the amount of \$2,699,970 to complete the Improvements to the Burns Community Center. Staff proposed to eliminate the monument sign for a savings of \$76,900, which was the subject of Change Order No. 1, approved simultaneously with the award of the contract for a new construction total of \$2,623,070.

In awarding the contract, Staff recommended and Council authorized the Director of Public Works to approve a cumulative total of change orders, as necessary not to exceed \$185,000. This contingency was only 7% of the construction contract amount and was actually insufficient, considering that the project was a remodel of an old building with the potential for unforeseen conditions. The contingency for change orders probably should have been in the range of 12% to 15%.

Change Orders Approved to Date

Twenty (20) change orders (COs) have been negotiated to date in the total amount of \$124,037.30 (excluding the original deduction for deletion of the monument sign at the time of bid award.) Two of the change orders were for the contract with Harbor Environmental (HE) who performed the separately bid abatement work, which received its Notice of Completion earlier on the agenda.

De La Riva Construction has been issued 18 change orders to date, including the initial deduction for the monument sign. The change orders include both larger and smaller value items. The larger items include a new ADA sidewalk and ADA access ramp, significant 2nd floor exterior water damage repair requiring new framing, plywood, drywall and additional waterproofing on the building's exterior, and the first phase work

to replace the fire alarm system. The smaller value items included work such as concrete work, electrical and plumbing. Each change order approved to date is listed in the following table.

CO#	Contract	Description	Amount
1	DLR	Delete Monument Sign and Footing from original bid (Credit) – not included in review of change order total	-\$76,900.00
Change orders within original \$185,000 contingency allowance			
1	HE	Additional abatement	\$2,567.00
2	HE	Additional abatement	\$4,095.40
3	DLR	Grade & Pour New Sidewalk – for access from parking lot to Clark Avenue	\$17,334.17
4	DLR	Remove & Dispose of Fire Alarm Panel	\$1,059.51
5	DLR	Demolish/Pour Structure Footing	\$1,294.14
6	DLR	Cut & cap existing water lines at patio	\$1,317.52
7	DLR	HVAC leak repair (existing system)	\$625.48
8	DLR	ADA access ramp	\$5,500.00
9	DLR	Fire rated access panels in ceilings	\$3,688.43
10	DLR	Wall footing reuse – credit item	-\$2,945.51
11	DLR	Damaged (existing) concrete slab replacement – for placement of new HVAC condensers	\$4,100.00
12	DLR	2 nd floor exterior – demo damaged drywall layer	\$10,289.75
13	DLR	2 nd floor exterior – demo damaged plywood layer	\$3,635.52
14	DLR	Power receptacle for Insta-hot water heater	\$811.09
15	DLR	Hollow metal frame replacement	\$1,144.54
16	DLR	2 nd floor exterior – demo and reinstall plywood, drywall and framing	\$28,357.14
17	DLR	Extend meeting activity room soffit	\$2,151.31
18	DLR	2 nd floor exterior – Additional waterproofing and drywall patching related to necessary repairs	\$12,253.12
19	DLR	Fire alarm replacement Phase 1 – conduit in open ceilings and walls	\$26,758.69
		Total to Date	\$124,037.30

The following will provide additional detail regarding some of the major change order items included above. This work has been completed or is underway at this time.

2nd Floor Exterior

When De La Riva removed the old wood siding from the exterior of the 2nd floor, the exterior drywall below the siding had sustained substantial water damage. The drywall had been covered by a single layer of building paper which was customary in the 1970s, but really provided little in the way of water proofing. This system was used for the flat surfaces in front of the recessed windows which were not flashed with metal. These flat

surfaces sustained substantial damage. De La Riva worked with staff and our consultants to formulate a plan to address the damage, using a series of four change orders that allowed evaluation and restoration of the damage. The four change orders totaled \$54,535.53, which is less than staff initially anticipated. The original contract included a multi-layer application of rubber based waterproofing membrane. Change Order #17, the 4th of four change orders, addressed the extra costs for additional membrane work, generated from all the drywall repairs that were done. Each individual seam must be sealed as well as every hole or penetration, and there were more seams and penetrations due to the repairs than originally expected.

Fire Alarm System

It became increasingly clear that the original fire alarm system was no longer adequate and did not meet current codes. The total quoted to replace the fire alarm system is \$89,195. A first phase of this work has already been authorized in Change Order #18, representing 30% of the total cost, because conduits needed to be installed while ceilings and walls were still open in portions of the building. The balance of the work would be authorized in a separate change order.

Anticipated and Potential Change Orders and Scope

Interior Mold Damage/Waterproofing 2nd Floor Restrooms

Staff determined that the presence of mold at the first floor restrooms and janitor's closet was the result of leaks from the upstairs restrooms. The flooring and walls of these restrooms do not have the necessary waterproofing membrane to prevent such leaks. If a toilet overflows, the water leaks through the floor and lower walls and causes water damage and mold on the framing and drywall of the first floor. Staff feels this will need to be addressed with the installation of a waterproofing membrane to protect the new first floor improvements from any future damage. This will require the demolition of the existing 2nd floor restroom floors and walls and installation of new floor and wall finishes. This work would be phased to begin after the completion of the downstairs restrooms so as to be able to keep the building occupied during construction. The extent of the work to resolve this problem is still under consideration, and it is difficult to estimate what the cost will ultimately be.

Fire Alarm System

As mentioned above, staff has issued a change order for the initial installation of conduit and wiring for the fire alarm system while the ceiling and walls are open. The balance of the quote for this work will need to be authorized in another change order in the amount of \$62,436.31.

Irrigation and Landscape

A pending change order to install sleeves under all the concrete plaza and retaining walls was quoted at \$9,854.34. Once De La Riva is largely done with the project, staff will work on restoring the irrigation system and landscaping utilizing the sleeves. There will

also be a need to purchase irrigation supplies, plants and trees for installation by City Staff.

Staff recommends Contingency be increased for this project to address both immediate required actions and unforeseen necessary changes to the contract. Items that remain to be addressed include the balance of the new fire alarm system, waterproofing the second floor restroom, irrigation sleeves, electrical changes, and other items unknown at this time. Staff is requesting that contract contingency be increased to \$395,000 to address these concerns and keep the project moving. This would be a contingency of 15%.

SUMMARY

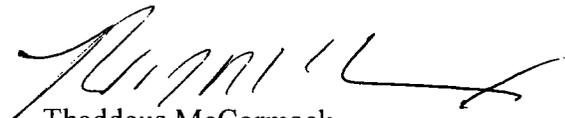
Public Works Contract 16-01R has been awarded and work has begun. Staff recommends the contract contingency be increased to cover the cost of change orders and other unforeseen conditions during construction.

RECOMMENDATION

That the City Council:

- (1) Authorize staff to approve change orders in an amount not to exceed \$395,000 to Public Works Contract 16-01R.
- (2) Appropriate \$210,000 from the General Fund assigned fund balance - Capital Replacement and Repair.

Lisa Ann Rapp 
Director of Public Works


Thaddeus McCormack
City Manager

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TO: The Honorable Mayor and City Council

SUBJECT: Approval of Professional Services Agreement with Aquatic Designs Inc.
Pool Evaluation and Equipment Replacement Design

INTRODUCTION

Portions of the existing swimming pool mechanical and chemical equipment at McCormick Pool and Mayfair Pool require replacement. Aquatic Design Group has submitted a proposal to provide design services for this project. Staff requests approval of a consultant agreement with Aquatic Design Group in order to proceed with this project.

STATEMENT OF FACT

The City of Lakewood owns and operates two public swimming pools: a 333,000 gallon plaster lined pool built in 1958 at Bolivar Park known as McCormick Pool, and 500,000 gallon pool built in 1954 at Mayfair Park.

Each of the pools have extensive mechanical and disinfection systems to meet Los Angeles County Health Department requirements for public pools. Portions of the equipment are now at the end of useful life and replacement will be necessary to keep the pools in operation. There is sufficient time to design, bid and replace this equipment before the start of the new pool season in May and June, but only if we begin immediately on the design, and get the work out to bid as soon as possible.

At McCormick Pool, the sand filters must be replaced because they are cracked and leaking. If even one of the units fails, the entire system would be out of service because the remaining filters would not be able to circulate all of the water in the pool in the time period required by the Health Department. In addition, the pump motor was replaced last year when it failed with a variable speed motor that is much more energy efficient. To take full advantage of this efficiency, a new control unit is also required, and should be done while replacing the sand filters.

At Mayfair pool, the large pump motor is making a vibration that signals a possible failure in the near future. It is recommended that the existing vertical pump and motor be replaced with a horizontal configuration variable speed drive for energy efficiency and reliability. In addition, a bid alternative would be prepared so that we could consider a double pump system so that if the first pump should fail during the pool season, we could engage a back-up pump with the flip of a switch, and remain in operation. Without a back-up pump the pool could be out of service for 1-2 weeks while a replacement is obtained and installed. Aquatic Design includes a back-up pump system with all new public pools that they design. Once we get the bids for the project, we will be able to decide if this alternative is the best choice for us.

Finally, Aquatic Design Services will fully evaluate all of the components of McCormick Pool and prepare a detailed report of what actions would be needed to eventually bring McCormick Pool up to current standards, with an order of magnitude cost estimate. This report will be included with our future Facilities Condition Assessment that will help the City decide on future Capital Improvement priorities.

Staff has obtained a proposal for swimming pool design services from Aquatic Design Group, Inc. for this project. For the two projects that will be bid for construction immediately, their services include design, plans, specifications, and estimates, assistance during bidding, and construction observation. They have structured their proposals on a not-to-exceed basis as follows:

Mayfair Pool Mechanical Improvements	\$12,500
McCormick Pool Mechanical Improvements	\$14,500
McCormick Pool Evaluation	<u>\$ 7,500</u>
Total Consulting Services	\$34,500

Although this project is not presently budgeted, it is important to move forward immediately with the mechanical improvements described to ensure that the pools will be ready for service during summer of 2018, and will be prepared to operate with minimal chance of failure or downtime. The rough estimated cost for the improvements described is between \$150,000 and \$200,000, and staff will request an appropriation for design and contingency once bids are received and we are ready to recommend a construction contract award.

Aquatic Design Group specializes in pool design and their mechanical systems, and has completed several previous projects on both Mayfair and McCormick pools, and staff believes they are fully qualified to design the necessary systems and provide consultant services during the construction phase. Aquatic Design Group, Inc. has existing pool plans on file, and therefore can utilize these to prepare the contract documents for this project.

RECOMMENDATION

That the City Council:

- (1) Approve a professional services agreement with Aquatic Design Group for swimming pool design services for the "McCormick and Mayfair Pool Equipment Upgrade project", in an amount not to exceed \$34,500, and authorize the Mayor and City Clerk to sign the agreement in a form approved by the City Attorney.
- (2) Appropriate \$34,500 from the General Fund to fund the full scope of work of the contract.

Lisa Ann Rapp 
Director of Public Works


Thaddeus McCormack
City Manager

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COUNCIL AGENDA

December 12, 2017

TO: Honorable Mayor and City Council

SUBJECT: Professional Services Agreement (PSA)
Macro Automatics Corporation for SCADA System Upgrades

INTRODUCTION

On June 27, 2017, the City Council approved a contract with Macro Automatics Corporation for \$67,200. Following approval, staff learned of available assistance from Southern California Edison (SCE) to provide both technical and potential financing incentives for the SCADA system upgrades. Therefore, on July 25, 2017, the City Council rescinded the professional services agreement with Marco Automatics Corporation pending a revised budget that would incorporate SCE recommended electrical-saving enhancements.

BACKGROUND

The City's SCADA system allows water operation staff to monitor and control the water supply system. Continuous upgrades and improvements are needed in the form of computer programming and system modifications to adapt to changing operational needs, ensure continued reliability, and provide additional functionality to the water system operations.

After the City Council approved a contract with Macro Automatics on July 27, 2017, SCE spoke with staff about shelving the project and allowing them to review it to see if the system upgrades could be added to their incentive program. In November 2017, SCE finished their evaluation and delivered an Energy Efficiency Project Feasibility Study. Based on the evaluation, enhancements including both hardware and software have been made to the City's initial SCADA system upgrades by increasing the budget from \$67,200 to \$105,360 to improve efficiency in energy saving operations. These upgrades to pumping facilities, electrical control sensors, and communication system will remarkably enhance the City's ability to participate in future SCE energy savings incentives.

STATEMENT OF FACT

Macro Automatics was the original programmer of the Department of Water Resources' (DWR) SCADA system that was installed in the late 1990's. In 2009, Macro Automatics Corporation was also contracted on a sole source basis to provide highly specialized SCADA upgrade and support services. It is cost-effective to retain the same service provider for system integration and upgrade. Therefore, staff recommends awarding a sole source purchase order to Macro Automatics for \$105,360 to perform project management, sub-consultant oversight, and hardware/material purchases.

Macro Automatics contract is composed of the following components:

<u>Description</u>	<u>Amount</u>
Radio Replacement	\$15,000
SCADA/PLC Upgrades	\$55,000
Pump Optimization	\$ 7,800
Electrical Upgrade	\$10,000
Subtotal	\$87,800
20% Contingency	\$ 17,560
GRAND TOTAL	\$105,360

Staff recommends a 20% contingency of project cost for \$17,560, which brings the PSA to \$105,360. The SCADA project upgrade is budgeted in the FY 2017/18 Capital Improvement Plan.

SUMMARY

City Council approval is requested to authorize a PSA with Macro Automatics Corporation for SCADA System Upgrades.

RECOMMENDATION

That the City Council award a Professional Services Agreement in an amount not to exceed \$105,360 for SCADA System Upgrades.


Jason J. Wen, Ph.D., P.E.
Water Resources Director


Thaddeus McCormack
City Manager

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*Successor
Agency*

**CITY OF LAKEWOOD SUCCESSOR AGENCY - PROJECT AREAS
FUND SUMMARY 11/16/2017**

In accordance with section 2521 of the Lakewood Municipal Code there is presented herewith a summary of obligations to be paid by voucher 211 through 211. Each of the following demands has been audited by the Director of Administrative Services and approved by the City Manager.

2902	ENFORCEABLE OBLIGATIONS	1,500.00
		<hr/>
		1,500.00

Council Approval

Date

City Manager

Attest

City Clerk

Director of Administrative Services

**CITY OF LAKEWOOD SUCCESSOR AGENCY - PROJECT AREAS
SUMMARY CHECK REGISTER**

<u>CHECK #</u>	<u>CHECK DATE</u>	<u>VEND #</u>	<u>VENDOR NAME</u>	<u>GROSS</u>	<u>DISC.</u>	<u>CHECK AMOUNT</u>
211	11/16/2017	1615	PFM ASSET MANAGEMENT LLC	1,500.00	0.00	1,500.00
Totals:				<u>1,500.00</u>	<u>0.00</u>	<u>1,500.00</u>

**CITY OF LAKEWOOD SUCCESSOR AGENCY - PROJECT AREAS
SUMMARY CHECK REGISTER**

<u>CHECK #</u>	<u>CHECK DATE</u>	<u>VEND #</u>	<u>VENDOR NAME</u>	<u>GROSS</u>	<u>DISC.</u>	<u>CHECK AMOUNT</u>
212	11/22/2017	4428	COLANTUONO HIGHSMITH & WHATLEY	400.35	0.00	400.35
Totals:				<u>400.35</u>	<u>0.00</u>	<u>400.35</u>

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*Housing
Successor*

**CITY OF LAKEWOOD SUCCESSOR AGENCY - HOUSING
FUND SUMMARY 11/16/2017**

In accordance with section 2521 of the Lakewood Municipal Code there is presented herewith a summary of obligations to be paid by voucher 323 through 323. Each of the following demands has been audited by the Director of Administrative Services and approved by the City Manager.

3901	HOUSING SUCCESSOR AGENCY	<u>93.00</u>
		93.00

Council Approval

Date

City Manager

Attest

City Clerk

Director of Administrative Services

**CITY OF LAKEWOOD SUCCESSOR AGENCY - HOUSING
SUMMARY CHECK REGISTER**

<u>CHECK #</u>	<u>CHECK DATE</u>	<u>VEND #</u>	<u>VENDOR NAME</u>	<u>GROSS</u>	<u>DISC.</u>	<u>CHECK AMOUNT</u>
323	11/16/2017	40572	CHICAGO TITLE CO	93.00	0.00	93.00
Totals:				<u>93.00</u>	<u>0.00</u>	<u>93.00</u>

**CITY OF LAKEWOOD SUCCESSOR AGENCY - HOUSING
FUND SUMMARY 11/22/2017**

In accordance with section 2521 of the Lakewood Municipal Code there is presented herewith a summary of obligations to be paid by voucher 324 through 325. Each of the following demands has been audited by the Director of Administrative Services and approved by the City Manager.

3901	HOUSING SUCCESSOR AGENCY	36,000.00
		<hr/>
		36,000.00

Council Approval

Date

City Manager

Attest

City Clerk

Director of Administrative Services

**CITY OF LAKEWOOD SUCCESSOR AGENCY - HOUSING
SUMMARY CHECK REGISTER**

CHECK #	CHECK DATE	VEND #	VENDOR NAME	GROSS	DISC.	CHECK AMOUNT
324	11/22/2017	5092	CARIAS, ALFREDO & ROSA AND	18,000.00	0.00	18,000.00
325	11/22/2017	5093	TRISTAN, DEBRA AND	18,000.00	0.00	18,000.00
Totals:				<u>36,000.00</u>	<u>0.00</u>	<u>36,000.00</u>

**CITY OF LAKEWOOD SUCCESSOR AGENCY - HOUSING
SUMMARY CHECK REGISTER**

<u>CHECK #</u>	<u>CHECK DATE</u>	<u>VEND #</u>	<u>VENDOR NAME</u>	<u>GROSS</u>	<u>DISC.</u>	<u>CHECK AMOUNT</u>
326	12/07/2017	5099	SANCHEZ. JESUS AND	18,000.00	0.00	18,000.00
Totals:				<u>18,000.00</u>	<u>0.00</u>	<u>18,000.00</u>