AGENDA

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

March 24, 2020

ADJOURNED MEETING: 6:30 p.m.
CLOSED SESSION *EXECUTIVE BOARD ROOM*
CONFERENCE WITH LABOR NEGOTIATORS – Pursuant to Government Code §54957.6
Agency Designated Representative: City Manager, Office of the City Attorney and Liebert Cassidy Whitmore, Director of Finance and Administrative Services, Deputy City Manager, Human Resources Manager, Personnel Technician
Employee Organization: Lakewood City Employees' Association

CALL TO ORDER 7:30 p.m.

INVOCATION:

PLEDGE OF ALLEGIANCE:

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

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 PERSONNEL TRANSACTIONS - Staff recommends City Council approve report of personnel transactions.

RI-2 REGISTERS OF DEMANDS - Staff recommends City Council approve registers of demands.

RI-3 CITY COUNCIL COMMITTEES' ACTIVITIES - Staff recommends City Council approve report of City Council Committees' activities.

RI-4 MONTHLY REPORT OF INVESTMENT TRANSACTIONS - FEBRUARY 2020 - Staff recommends City Council approve monthly report of investment transactions.

ROUTINE ITEMS: - Continued

RI-5 AGREEMENT WITH CITY OF LONG BEACH FOR RECLAIMED (RECYCLED) WATER IRRIGATION OF STREET MEDIANS AND PARKWAYS ON CARSON STREET - Staff recommends City Council review and approve proposed agreement.

RI-6 RESOLUTION NO. 2020-4; APPROVING THE APPLICATION FOR CALIFORNIA NATURAL RESOURCES AGENCY GRANT FUNDS FOR THE SAN MARTIN PARK IMPROVEMENT PROJECT - Staff recommends City Council adopt proposed resolution.

RI-7 AMENDED AGREEMENT FOR 2020 PAN AM FIESTA AMUSEMENT RIDES - Staff recommends City Council authorize the Mayor to execute the amended agreement subject to approval as to legal form by City Attorney.

RI-8 PARKING, SIDEWALK AND RAMP REPAIRS AT CIVIC CENTER FOR ADA COMPLIANCE - Staff recommends City Council authorize work for the parking, sidewalk and ramp repairs at the Centre and City hall for ADA Compliance in an amount not to exceed $23,000.

LEGISLATION:

2.1 RESOLUTION NO. 2020-5; A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAKEWOOD RATIFYING A PROCLAMATION OF A LOCAL EMERGENCY BY THE DIRECTOR OF EMERGENCY SERVICES DUE TO THE COVID-19 VIRUS - Staff recommends City Council adopt proposed resolution.

2.2 ORDINANCE NO. 2020-3; AN URGENCY ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LAKEWOOD RELATING TO A TEMPORARY MORATORIUM ON EVICTING TENANTS DUE TO CAUSES RELATED TO THE COVID-19 STATE OF EMERGENCY AND DECLARING THE ORDINANCE TO BE AN EMERGENCY MEASURE TO TAKE EFFECT IMMEDIATELY UPON ADOPTION - Staff recommends City Council adopt proposed ordinance.

REPORTS:

3.1 GENERAL PLAN ANNUAL PROGRESS REPORT - The Planning and Environment Commission recommends that the City Council receive and file the 2019 General Plan Annual Progress Report and direct staff to submit the same to the Department of Housing and Community Development and to the Governor's Office of Planning and Research.

3.2 SELECTION OF INDEPENDENT AUDIT SERVICES PROVIDER - Staff recommends City Council approve The Pun Group LLC as the City's independent auditor an authorize staff to enter into an agreement for Fiscal Years 2019-20 through 2021-22, with an option to extend the term to FY 2023-24.

ORAL COMMUNICATIONS:

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

COUNCIL AGENDA
March 24, 2020

TO: The Honorable Mayor and City Council

SUBJECT: Report of Personnel Transactions

Name	Title	Schedule	Effective Date
1. FULL-TIME EMPLOYEES			
A. Appointments			
None			
B. Changes			
None			
C. Separations			
None			
2. PART-TIME EMPLOYEES			
A. Appointments			
None			
B. Changes			
Marlon Duenas	Community Services Officer I Community Services Officer II	B to B	02/23/2020
Jim Moniz	Maintenance Trainee I Maintenance Trainee II	B to B	02/23/2020
Sean Southwell	Management Trainee I Management Trainee II	B to B	02/23/2020
C. Separations			
Amani Haki-Willis	Maintennace Trainee II	B	03/20/2020
Cristopher Mendoza	Maintenance Trainee I	B	02/28/2020
Erica Pueblos	Community Services Leader III	B	02/24/2020
Jennifer Schmid	Support Services Clerk II	B	02/29/2020

Thaddeus McCormack
City Manager

DIVIDER SHEET

CITY OF LAKEWOOD
FUND SUMMARY 3/12/2020

In accordance with section 2521 of the Lakewood Municipal Code there is presented herewith a summary of obligations to be paid by voucher 96805 through 96891. Each of the following demands has been audited by the Director of Administrative Services and approved by the City Manager.

1010	GENERAL FUND	174,294.04
1030	CDBG CURRENT YEAR	3,225.70
1050	COMMUNITY FACILITY	9,294.18
1070	RETIREE BENEFITS	200,535.00
1623	LA CNTY MEASURE W	5,252.00
3001	CAPITAL IMPROV PROJECT FUND	49,025.89
5010	GRAPHICS AND COPY CENTER	991.23
5020	CENTRAL STORES	2,737.54
5030	FLEET MAINTENANCE	605.77
6020	GEOGRAPHIC INFORMATION SYSTEM	57.49
7500	WATER UTILITY FUND	361,517.21
8020	LOCAL REHAB LOAN	2,662.40
8030	TRUST DEPOSIT	100.00
		810,298.45

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
96805	03/12/2020	4113	SHAKER NERMINE	1,925.00	0.00	1,925.00
96806	03/12/2020	61142	ADAMS-HILLERY SHARRON	3,199.58	0.00	3,199.58
96807	03/12/2020	2701	AIRE RITE A/C & REFRIGERATION INC	6,167.65	0.00	6,167.65
96808	03/12/2020	4551	ACCOUNTING PRINCIPALS. INC	3,552.00	0.00	3,552.00
96809	03/12/2020	443	B&M LAWN AND GARDEN INC	27.00	0.00	27.00
96810	03/12/2020	5266	BAY AREA DRIVING SCHOOL. INC.	71.50	0.00	71.50
96811	03/12/2020	62737	BOYES. GOBIND	162.50	0.00	162.50
96812	03/12/2020	53983	CALIF STATE FRANCHISE TAX BOARD	272.54	0.00	272.54
96813	03/12/2020	57079	CALIF JOINT POWERS INS AUTHORITY	375.00	0.00	375.00
96814	03/12/2020	45894	CINTAS CORPORATION	65.59	0.00	65.59
96815	03/12/2020	5008	COLOR CARD ADMINISTRATOR CORP.	225.23	0.00	225.23
96816	03/12/2020	4776	CORELOGIC. INC.	52.25	0.00	52.25
96817	03/12/2020	4504	CONCEPT FRAMING INTERNATIONAL LP	8,350.00	0.00	8,350.00
96818	03/12/2020	27200	DICKSON R F CO INC	45,836.43	0.00	45,836.43
96819	03/12/2020	39267	DOG DEALERS INC	117.00	0.00	117.00
96820	03/12/2020	4435	ELLIOTT AUTO SUPPLY COMPANY INC	141.29	0.00	141.29
96821	03/12/2020	59859	FLEET PRIDE	81.96	0.00	81.96
96822	03/12/2020	4641	FONTELA. THAO	521.95	0.00	521.95
96823	03/12/2020	4884	FRONTIER CALIFORNIA INC.	2,814.37	0.00	2,814.37
96824	03/12/2020	3188	GALLS LLC/OUARTERMASTER LLC	73.81	0.00	73.81
96825	03/12/2020	3188	GALLS LLC/OUARTERMASTER LLC	46.54	0.00	46.54
96826	03/12/2020	58692	GATEWAY CITIES COUNCIL OF GOV'TS	550.00	0.00	550.00
96827	03/12/2020	34845	GLASBY MAINTENANCE SUPPLY CO	251.30	0.00	251.30
96828	03/12/2020	33150	GRAINGER W W INC	136.31	0.00	136.31
96829	03/12/2020	5257	GRANITE TELECOMMUNICATIONS. LLC	85.08	0.00	85.08
96830	03/12/2020	49520	HINDERLITER DE LLAMAS & ASSOC	3,393.69	0.00	3,393.69
96831	03/12/2020	3807	HAZARDOUS WASTE TRANSPORTATION	6,149.20	0.00	6,149.20
96832	03/12/2020	4688	HUNTER. JOHN L & ASSOCIATES	5,252.00	0.00	5,252.00
96833	03/12/2020	36589	IMMEDIATE MEDICAL CARE	50.00	0.00	50.00
96834	03/12/2020	2859	INTEGRA CHEMICAL CO	692.33	0.00	692.33
96835	03/12/2020	4622	JHM SUPPLY INC	40.92	0.00	40.92
96836	03/12/2020	4939	LAKEWOOD AOUATIC SPORTS CLUB	41.60	0.00	41.60
96837	03/12/2020	59671	WOODWARDS MICHAEL	80.00	0.00	80.00
96838	03/12/2020	18550	LAKEWOOD. CITY OF	100.00	0.00	100.00
96839	03/12/2020	20300	LONG BEACH CITY GAS & WATER DEPT	232.48	0.00	232.48
96840	03/12/2020	5235	LTAS TECHNOLOGIES INC.	2,800.00	0.00	2,800.00
96841	03/12/2020	5134	NORRIS. RICHARD	4,797.00	0.00	4,797.00
96842	03/12/2020	4443	O'REILLY AUTOMOTIVE STORES INC	22.71	0.00	22.71
96843	03/12/2020	450	PACIFIC EH & S SERVICES INC	1,792.00	0.00	1,792.00
96844	03/12/2020	51171	PERS LONG TERM CARE PROGRAM	70.64	0.00	70.64
96845	03/12/2020	66116	PETERSEN. LOUISE	483.60	0.00	483.60
96846	03/12/2020	1615	PFM ASSET MANAGEMENT LLC	3,167.80	0.00	3,167.80
96847	03/12/2020	1919	POLLARD JOSEPH G COMPANY INC	191.28	0.00	191.28
96848	03/12/2020	4866	SCOTT. REBECCA DBA PONY TIME	350.00	0.00	350.00

CITY OF LAKEWOOD
SUMMARY CHECK REGISTER

CHECK #	CHECK DATE	VEND #	VENDOR NAME	GROSS	DISC.	CHECK AMOUNT
96849	03/12/2020	4027	PUREFLOW FILTRATION DIV OF CALIF	175,891.00	0.00	175,891.00
96850	03/12/2020	5045	SAN JUAN. CLYDE J	32.50	0.00	32.50
96851	03/12/2020	47359	SIERRA DISPLAY INC	492.75	0.00	492.75
96852	03/12/2020	5230	SITEONE LANDSCAPE SUPPLY. LLC	5,835.81	0.00	5,835.81
96853	03/12/2020	26900	SO CALIF SECURITY CENTERS INC	9.03	0.00	9.03
96854	03/12/2020	5022	MWB COPY PRODUCTS. INC.	114.98	0.00	114.98
96855	03/12/2020	66146	SOURCE NORTH AMERICA CORP.	271.50	0.00	271.50
96856	03/12/2020	29400	SOUTHERN CALIFORNIA EDISON CO	50,196.00	0.00	50,196.00
96857	03/12/2020	49529	SPICERS PAPER INC	498.48	0.00	498.48
96858	03/12/2020	2559	STANLEY CONVERGENT SECURITY	28,821.69	0.00	28,821.69
96859	03/12/2020	977	STEVEN ENTERPRISES	243.45	0.00	243.45
96860	03/12/2020	5180	SUPERCO SPECIALTY PRODUCTS	766.46	0.00	766.46
96861	03/12/2020	38679	WESTERN EXTERMINATOR COMPANY	339.83	0.00	339.83
96862	03/12/2020	4893	TENG. WHEA-FUN	132.00	0.00	132.00
96863	03/12/2020	59212	TETRA TECH INC	24,638.40	0.00	24,638.40
96864	03/12/2020	5221	THE LEW EDWARDS GROUP	5,750.00	0.00	5,750.00
96865	03/12/2020	4364	THE RINKS-LAKEWOOD ICE	172.90	0.00	172.90
96866	03/12/2020	4356	U S BANK PARS ACCT #6746022500	200,535.00	0.00	200,535.00
96867	03/12/2020	64024	U S POSTAL SERVICE	4,451.29	0.00	4,451.29
96868	03/12/2020	5284	UNIFIRST CORPORATION	188.26	0.00	188.26
96869	03/12/2020	5254	US DEPARTMENT OF EDUCATION AWG	348.76	0.00	348.76
96870	03/12/2020	49848	USA BLUE BOOK A DIVISION OF	55.10	0.00	55.10
96871	03/12/2020	4907	VARSITY BRANDS HOLDING CO INC	212.34	0.00	212.34
96872	03/12/2020	64652	CELLCO PARTNERSHIP	522.47	0.00	522.47
96873	03/12/2020	7400	WATER REPLENISHMENT DISTRICT OF	170,079.05	0.00	170,079.05
96874	03/12/2020	17640	WAXIE ENTERPRISES INC	2,227.36	0.00	2,227.36
96875	03/12/2020	62628	WELLS C. PIPELINE MATERIALS	1,532.26	0.00	1,532.26
96876	03/12/2020	40925	WEST COAST ARBORISTS INC	1,158.00	0.00	1,158.00
96877	03/12/2020	35146	WILLDAN ASSOCIATES	24,387.49	0.00	24,387.49
96878	03/12/2020	3699	CAMILING. MARIA LUISA	250.00	0.00	250.00
96879	03/12/2020	3699	CARASCO. MARIA	250.00	0.00	250.00
96880	03/12/2020	3699	CUB SCOUT PACK 208	250.00	0.00	250.00
96881	03/12/2020	3699	HAIRSTON. LARVANDA	250.00	0.00	250.00
96882	03/12/2020	3699	HICKS. SYREA	250.00	0.00	250.00
96883	03/12/2020	3699	HOLDREN. SAMANTHA	250.00	0.00	250.00
96884	03/12/2020	3699	PENDLETON. NUYGEN	250.00	0.00	250.00
96885	03/12/2020	3699	RICHARDS. LAWAYNA	250.00	0.00	250.00
96886	03/12/2020	3699	SAL MIRAMONTES & SON	2,662.40	0.00	2,662.40
96887	03/12/2020	3699	SERVICE CHAMPIONS	17.76	0.00	17.76
96888	03/12/2020	3699	STAMPS. MYRA	250.00	0.00	250.00
96889	03/12/2020	3699	THOMPSON. TRESHA	250.00	0.00	250.00
96890	03/12/2020	3699	UKATTAH. DANETTE	155.00	0.00	155.00
96891	03/12/2020	3699	WALKER. WAKOUISHA	250.00	0.00	250.00

CITY OF LAKEWOOD

SUMMARY CHECK REGISTER

CHECK #	CHECK DATE	VEND #	VENDOR NAME	GROSS	DISC.	CHECK AMOUNT
			Totals:	810,298.45	0.00	810,298.45

CITY OF LAKEWOOD
FUND SUMMARY 3/19/2020

In accordance with section 2521 of the Lakewood Municipal Code there is presented herewith a summary of obligations to be paid by voucher 96892 through 97042. Each of the following demands has been audited by the Director of Administrative Services and approved by the City Manager.

1010	GENERAL FUND	1,677,841.95
1030	CDBG CURRENT YEAR	2,250.00
1050	COMMUNITY FACILITY	971.80
1336	STATE COPS GRANT	18,926.80
1622	LA CNTY MEASURE M	1,295.70
3001	CAPITAL IMPROV PROJECT FUND	20,940.09
3070	PROPOSITION "C"	16.92
5010	GRAPHICS AND COPY CENTER	3,805.89
5020	CENTRAL STORES	2,047.91
5030	FLEET MAINTENANCE	1,741.89
6020	GEOGRAPHIC INFORMATION SYSTEM	198.80
7500	WATER UTILITY FUND	243,575.50
8030	TRUST DEPOSIT	200.00
		1,973,813.25

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
96892	03/19/2020	5260	AEF SYSTEMS CONSULTING. INC.	330.00	0.00	330.00
96893	03/19/2020	4551	ACCOUNTING PRINCIPALS. INC	1,817.25	0.00	1,817.25
96894	03/19/2020	58000	AMERICAN TRUCK & TOOL RENTAL INC	175.10	0.00	175.10
96895	03/19/2020	5322	N. HARRIS COMPUTER CORPORATION	53,311.74	0.00	53,311.74
96896	03/19/2020	59969	BAKERSFIELD WELL & PUMP CO	166,440.00	0.00	166,440.00
96897	03/19/2020	51721	C A P I O	615.00	0.00	615.00
96898	03/19/2020	4978	CALIFORNIA FOUNDATION FOR THE	709.80	0.00	709.80
96899	03/19/2020	6600	CALIFORNIA STATE DEPT OF JUSTICE	584.00	0.00	584.00
96900	03/19/2020	64932	CJ CONCRETE CONSTRUCTION INC	43,000.00	0.00	43,000.00
96901	03/19/2020	5077	CLAVERIE. COURTNEY DAY	97.50	0.00	97.50
96902	03/19/2020	5214	CLEANCOR HOLDINGS LLC	465.00	0.00	465.00
96903	03/19/2020	4654	BRAGG INVESTMENT COMPANY. INC.	117.46	0.00	117.46
96904	03/19/2020	53451	COMMUNITY FAMILY GUIDANCE CTR	750.00	0.00	750.00
96905	03/19/2020	60195	CR TRANSFER INC	2,297.52	0.00	2,297.52
96906	03/19/2020	4519	CRAFCO. INC.	991.30	0.00	991.30
96907	03/19/2020	4043	DIAMOND ENVIRONMENTAL SERVICES LP	1,082.58	0.00	1,082.58
96908	03/19/2020	3199	EDCO WASTE SERVICES LLC	419,661.50	0.00	419,661.50
96909	03/19/2020	4947	FILE KEEPERS. LLC	40.00	0.00	40.00
96910	03/19/2020	4092	FINELINE ELECTRIC & CABLING INC	600.00	0.00	600.00
96911	03/19/2020	59859	FLEET PRIDE	22.82	0.00	22.82
96912	03/19/2020	4422	GARIBALDO'S NURSERY	89.50	0.00	89.50
96913	03/19/2020	5304	GDL BEST CONTRACTORS. INC.	44,840.00	0.00	44,840.00
96914	03/19/2020	58088	GEOSCIENCE SUPPORT SERVICES INC	14,013.75	0.00	14,013.75
96915	03/19/2020	5341	GRACELAND COLLEGE CENTER FOR PROFESSION/	149.00	0.00	149.00
96916	03/19/2020	42031	HOME DEPOT	3,288.22	0.00	3,288.22
96917	03/19/2020	41897	HOSE-MAN THE	14.95	0.00	14.95
96918	03/19/2020	65891	HUMAN SERVICES ASSOCIATION	750.00	0.00	750.00
96919	03/19/2020	4622	JHM SUPPLY INC	1,151.84	0.00	1,151.84
96920	03/19/2020	4180	JONES RICHARD D. A PROF LAW CORP	3,066.98	0.00	3,066.98
96921	03/19/2020	4180	JONES RICHARD D. A PROF LAW CORP	16,750.00	0.00	16,750.00
96922	03/19/2020	4414	KNOWBE4 LLC	2,160.00	0.00	2,160.00
96923	03/19/2020	43815	KRUSEMARK. LEEANNE	156.00	0.00	156.00
96924	03/19/2020	18300	LAKEWOOD CHAMBER OF COMMERCE	2,416.67	0.00	2,416.67
96925	03/19/2020	53992	YMCA OF GREATER LONG BEACH	531.25	0.00	531.25
96926	03/19/2020	18550	LAKEWOOD. CITY OF	200.00	0.00	200.00
96927	03/19/2020	4783	LANDCARE HOLDINGS INC	7,184.28	0.00	7,184.28
96928	03/19/2020	43017	LARSEN. DEBRA	75.13	0.00	75.13
96929	03/19/2020	3564	LONG BEACH. CITY OF	465.10	0.00	465.10
96930	03/19/2020	21600	LOS ANGELES CO SHERIFFS DEPT	934,656.72	0.00	934,656.72
96931	03/19/2020	45069	LOS ANGELES CO/DEPT PW BLDG SVCS	68,284.76	0.00	68,284.76
96932	03/19/2020	36844	LA COUNTY DEPT OF PUBLIC WORKS	352.93	0.00	352.93
96933	03/19/2020	23130	MC MASTER-CARR SUPPLY CO	202.91	0.00	202.91
96934	03/19/2020	41831	MIEIR-KING. RICHARD	932.10	0.00	932.10
96935	03/19/2020	64333	MOSES-CALDERA. ISABEL	958.10	0.00	958.10

CITY OF LAKEWOOD
SUMMARY CHECK REGISTER

CHECK #	CHECK DATE	VEND #	VENDOR NAME	GROSS	DISC.	CHECK AMOUNT
96936	03/19/2020	4443	O'REILLY AUTOMOTIVE STORES INC	1,136.61	0.00	1,136.61
96937	03/19/2020	50512	PATHWAYS VOLUNTEER HOSPICE	750.00	0.00	750.00
96938	03/19/2020	4494	PIERSON. JEREMY L.	717.60	0.00	717.60
96939	03/19/2020	36404	R H F INC.	65.00	0.00	65.00
96940	03/19/2020	4956	ROSS AVIATION INVESTMENT. LLC	4,254.07	0.00	4,254.07
96941	03/19/2020	65297	S.T.E.A.M.	21,797.50	0.00	21,797.50
96942	03/19/2020	5327	SAFETY NETWORK TRAFFIC SIGNS. INC.	1,295.70	0.00	1,295.70
96943	03/19/2020	66280	BARRY SANDLER ENTERPRISES	118.05	0.00	118.05
96944	03/19/2020	3153	SECTRAN SECURITY INC	317.72	0.00	317.72
96945	03/19/2020	5197	SIGNAL HILL AUTO ENTERPRISES INC.	333.76	0.00	333.76
96946	03/19/2020	5230	SITEONE LANDSCAPE SUPPLY. LLC	979.74	0.00	979.74
96947	03/19/2020	52279	SMART & FINAL INC	144.10	0.00	144.10
96948	03/19/2020	26900	SO CALIF SECURITY CENTERS INC	12.59	0.00	12.59
96949	03/19/2020	5022	MWB COPY PRODUCTS. INC.	114.98	0.00	114.98
96950	03/19/2020	5135	SOLID SURFACE CARE. INC.	908.75	0.00	908.75
96951	03/19/2020	61543	COMPUTER & PERIPHERALS GROUP	141.31	0.00	141.31
96952	03/19/2020	29400	SOUTHERN CALIFORNIA EDISON CO	5,347.34	0.00	5,347.34
96953	03/19/2020	29500	SOUTHERN CALIFORNIA GAS CO	5,198.93	0.00	5,198.93
96954	03/19/2020	66215	SUPERIOR COURT OF CALIFORNIA	10,267.50	0.00	10,267.50
96955	03/19/2020	66215	SUPERIOR COURT OF CALIFORNIA	8,992.50	0.00	8,992.50
96956	03/19/2020	66215	SUPERIOR COURT OF CALIFORNIA	8,523.50	0.00	8,523.50
96957	03/19/2020	66215	SUPERIOR COURT OF CALIFORNIA	9,772.50	0.00	9,772.50
96958	03/19/2020	66215	SUPERIOR COURT OF CALIFORNIA	6,150.00	0.00	6,150.00
96959	03/19/2020	66215	SUPERIOR COURT OF CALIFORNIA	7,815.00	0.00	7,815.00
96960	03/19/2020	66215	SUPERIOR COURT OF CALIFORNIA	7,532.00	0.00	7,532.00
96961	03/19/2020	66215	SUPERIOR COURT OF CALIFORNIA	9,022.50	0.00	9,022.50
96962	03/19/2020	2732	TANNEN. MITCH	62.40	0.00	62.40
96963	03/19/2020	1676	U S TELEPACIFIC CORP	596.63	0.00	596.63
96964	03/19/2020	5284	UNIFIRST CORPORATION	44.12	0.00	44.12
96965	03/19/2020	4718	UNITED WATER WORKS INC	297.48	0.00	297.48
96966	03/19/2020	49848	USA BLUE BOOK A DIVISION OF	225.48	0.00	225.48
96967	03/19/2020	4840	VERITIV OPERATING COMPANY	155.16	0.00	155.16
96968	03/19/2020	64652	CELLCO PARTNERSHIP	3,188.37	0.00	3,188.37
96969	03/19/2020	3943	WATERLINE TECHNOLOGIES INC	581.45	0.00	581.45
96970	03/19/2020	17640	WAXIE ENTERPRISES INC	1,116.33	0.00	1,116.33
96971	03/19/2020	40925	WEST COAST ARBORISTS INC	17,623.20	0.00	17,623.20
96972	03/19/2020	35146	WILLDAN ASSOCIATES	20,587.16	0.00	20,587.16
96973	03/19/2020	2145	WYNN. LAKYN	253.50	0.00	253.50
96974	03/19/2020	4837	XEROX CORPORATION	3,805.89	0.00	3,805.89
96975	03/19/2020	3699	ALCANTAR. CARLOS	49.35	0.00	49.35
96976	03/19/2020	3699	ALVAREZ. CHRISTINA	25.50	0.00	25.50
96977	03/19/2020	3699	ARAVINTHAN. KAILASAPATHY	801.00	0.00	801.00
96978	03/19/2020	3699	ARGOMANIZ. RAMIRO OR JOY	1,502.05	0.00	1,502.05
96979	03/19/2020	3699	ASGHAR. RABIA	22.00	0.00	22.00

CITY OF LAKEWOOD
SUMMARY CHECK REGISTER

CHECK #	CHECK DATE	VEND #	VENDOR NAME	GROSS	DISC.	CHECK AMOUNT
96980	03/19/2020	3699	BATANGAS CITY ASSOCIATION	495.00	0.00	495.00
96981	03/19/2020	3699	BONIFACIO. MELODY	360.00	0.00	360.00
96982	03/19/2020	3699	BRADSHAW. GWEN	435.00	0.00	435.00
96983	03/19/2020	3699	BROWN. KAREN	10.00	0.00	10.00
96984	03/19/2020	3699	BROWN. KATHERINE	8.00	0.00	8.00
96985	03/19/2020	3699	BUI. CHERYL	110.00	0.00	110.00
96986	03/19/2020	3699	CABALLES. RUBELYN	225.00	0.00	225.00
96987	03/19/2020	3699	CABRERA. GINA	32.00	0.00	32.00
96988	03/19/2020	3699	CEJA. LILIANA	22.00	0.00	22.00
96989	03/19/2020	3699	CHAMPLIN. COLLEEN	44.00	0.00	44.00
96990	03/19/2020	3699	CHAN. CELIA	12.00	0.00	12.00
96991	03/19/2020	3699	CHEATHAM. JAMIRA	150.00	0.00	150.00
96992	03/19/2020	3699	CONTOS. ARISTI ANAGNOS	45.00	0.00	45.00
96993	03/19/2020	3699	D'AMICO. CHRISTINE	20.00	0.00	20.00
96994	03/19/2020	3699	DAMP. LOUISE	4.00	0.00	4.00
96995	03/19/2020	3699	DEROUSO. DANIEL F	8,172.45	0.00	8,172.45
96996	03/19/2020	3699	EK. SITHO	375.00	0.00	375.00
96997	03/19/2020	3699	FRANKLIN. ANGELINA	28.00	0.00	28.00
96998	03/19/2020	3699	FURUTANI. CAROL	40.00	0.00	40.00
96999	03/19/2020	3699	GRIFFIN. AMBER	443.00	0.00	443.00
97000	03/19/2020	3699	HANOHANO. BERTHA	36.00	0.00	36.00
97001	03/19/2020	3699	HERRERA. LUZ	54.00	0.00	54.00
97002	03/19/2020	3699	HESTER. NADA	150.00	0.00	150.00
97003	03/19/2020	3699	HINES. JASON	9.00	0.00	9.00
97004	03/19/2020	3699	HOMET. NADINE	22.00	0.00	22.00
97005	03/19/2020	3699	JIMENEZ. CYNTHIA	33.00	0.00	33.00
97006	03/19/2020	3699	KELLY. JANE	48.00	0.00	48.00
97007	03/19/2020	3699	KNEPP. KAY	30.00	0.00	30.00
97008	03/19/2020	3699	KOLB. JENNIFER	100.00	0.00	100.00
97009	03/19/2020	3699	LAGUNILLA. MERLY	33.00	0.00	33.00
97010	03/19/2020	3699	LAI. HUONG	110.00	0.00	110.00
97011	03/19/2020	3699	LORD. BARBARA	28.00	0.00	28.00
97012	03/19/2020	3699	MAO. JULIET	478.00	0.00	478.00
97013	03/19/2020	3699	MARIANO. IMELDA	710.00	0.00	710.00
97014	03/19/2020	3699	MARTINEZ. RAMONA	33.00	0.00	33.00
97015	03/19/2020	3699	MCCLAIN. ELIZABETH	24.00	0.00	24.00
97016	03/19/2020	3699	MORTON. KENNY	49.35	0.00	49.35
97017	03/19/2020	3699	MULHEARN. LOURDES	513.00	0.00	513.00
97018	03/19/2020	3699	NAVARRETE. NORA	4.00	0.00	4.00
97019	03/19/2020	3699	ORTEGA. SILVIA	55.32	0.00	55.32
97020	03/19/2020	3699	RAMZAN. ASHIDA OR SHAROON	128.05	0.00	128.05
97021	03/19/2020	3699	REPLIKA MATA OR ARTURO BHULLAR	187.65	0.00	187.65
97022	03/19/2020	3699	RICHARDSON. SANDRA	10.00	0.00	10.00
97023	03/19/2020	3699	RINCON. BILLIE	8.00	0.00	8.00

CITY OF LAKEWOOD
SUMMARY CHECK REGISTER

CHECK #	CHECK DATE	VEND #	VENDOR NAME	GROSS	DISC.	CHECK AMOUNT
97024	03/19/2020	3699	ROBERTS. ROCHELLE	36.75	0.00	36.75
97025	03/19/2020	3699	ROBLEDO. LYDIA	25.50	0.00	25.50
97026	03/19/2020	3699	RODRIGUEZ. JEANNETTE	22.00	0.00	22.00
97027	03/19/2020	3699	SALINAS. GRACE	40.00	0.00	40.00
97028	03/19/2020	3699	SALMERON. SEBASTIAN	49.35	0.00	49.35
97029	03/19/2020	3699	SANTA. JOSEPH	30.00	0.00	30.00
97030	03/19/2020	3699	SANTORO. SCARLETT	22.00	0.00	22.00
97031	03/19/2020	3699	SCALAS. CARMELINA	14.00	0.00	14.00
97032	03/19/2020	3699	SHELDON. JOE	10.00	0.00	10.00
97033	03/19/2020	3699	SHIMIZU. CAROL	60.00	0.00	60.00
97034	03/19/2020	3699	SLOTT. DONNA	24.00	0.00	24.00
97035	03/19/2020	3699	TAYLOR. SARA	36.75	0.00	36.75
97036	03/19/2020	3699	TERRELL. SHAHRNAZ	8.00	0.00	8.00
97037	03/19/2020	3699	THOMAS. JOVITA	150.00	0.00	150.00
97038	03/19/2020	3699	THOMPSON. TAYLOR	453.00	0.00	453.00
97039	03/19/2020	3699	THOMPSON. VICTOR	36.00	0.00	36.00
97040	03/19/2020	3699	TORTA. MELINDA	8.00	0.00	8.00
97041	03/19/2020	3699	VENAL. REGIDOR	435.00	0.00	435.00
97042	03/19/2020	3699	WESSON. TASIA	24.00	0.00	24.00
			Totals:	1,973,813.25	0.00	1,973,813.25

DIVIDER SHEET

COUNCIL AGENDA
March 24, 2020

TO: The Honorable Mayor and City Council

SUBJECT: Report of City Council Committees' Activities

INTRODUCTION

A brief update is provided for City Council review on the activities of the following standing committee: Environmental Management Committee.

STATEMENT OF FACT

On February 18, the Environmental Management Committee met and discussed:

Review of Residential Refuse Rates for 2020/2021

- Based on the contractually set formula for rate adjustments that takes into consideration the Consumer Price Index and increases to the landfill tipping fees the proposed residential rate increase is 5.3%, which will raise the monthly trash bill from $21.56 to $22.70. The factors contributing to the rate increase are the CPI increase of 3.08%, and the tipping fee increase of 8.2%.
- Chairperson Diane DuBois and Committee Member Jeff Wood validated the rate increase factors and gave concurrence on this item.

Review of Commercial Refuse and Recycling Rates for 2018/2019

- The proposed commercial rate increase is 3.08%, based on the CPI.
- Chairperson Diane DuBois and Committee Member Jeff Wood validated the rate increase factors and gave concurrence on this item.

Information Item on Organic Recycling Enforcement Efforts by Calrecycle

- The city received a letter from CalRecycle on January 28, 2020, which states that the city is not in compliance with mandatory recycling laws in regards to commercial and multi-family generators. This was unexpected given the many methods used in Lakewood to show a "good faith" effort towards compliance. City staff discovered that many cities received the same letter.
- SB1383 will require organics recycling for commercial as well as residential generators. CalRecycle stated in their letter that they plan to begin enforcement efforts for cities not in compliance. Currently, cities are required to make a good faith effort to be in compliance, with curbside collection of organics required to begin on January 1, 2022. City staff maintains that the good faith effort is being made. The letter requires that the city submit a plan within 30 days, outlining the plan for reaching compliance. Staff is drafting that plan.

- EDCO presented information and a video on their plan to begin organics recycling. Two facilities are under construction, which will take organics comingled with green waste. The plants will have the ability to generate power, one using natural gas for their fleet, and the other generating electricity. It is estimated that the State mandates for organics collection will significantly increase both residential and commercial rates as the law's requirements are phased in.

RECOMMENDATION

It is recommended that the City Council receive and file this report.

Thaddeus McCormack
City Manager

DIVIDER SHEET

COUNCIL AGENDA
March 24, 2020

TO: The Honorable Mayor and City Council

SUBJECT: Monthly Report of Investment Transactions – February 2020

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

Date	Amount at Cost	Vehicle	Transaction
02/01/2020	$ 848.82	BONDS	Interest 2.021%
02/01/2020	373.52	BONDS	Interest 2.001%
02/01/2020	981.12	BONDS	Interest 1.971%
02/01/2020	208.86	BONDS	Interest 2.046%
02/01/2020	407.52	BONDS	Interest 1.996%
02/03/2020	89.51	MMF	Interest
02/05/2020	450,120.15	TREAS	Purchase 1.375%
02/05/2020	202,767.50	CORP	Sell 2.650%
02/05/2020	449,487.33	NOTE	Sell 1.375%
02/05/2020	80,518.73	NOTE	Sell 1.950%
02/12/2020	662.50	CORP	Interest 2.650%
02/12/2020	310,000.00	BONDS	Purchase 1.958%
02/13/2020	6,750.00	FHLB	Interest 2.500%
02/14/2020	4,875.00	CORP	Interest 3.250%
02/15/2020	5,156.25	NOTE	Interest 2.750%
02/15/2020	4,468.75	NOTE	Interest 2.750%
02/15/2020	1,968.75	CORP	Interest 1.875%
02/15/2020	433.13	NOTE	Interest 1.890%
02/15/2020	8,250.00	NOTE	Interest 2.750%
02/15/2020	13,750.00	NOTE	Interest 2.750%
02/15/2020	6,093.75	NOTE	Interest 1.625%
02/15/2020	3,781.25	NOTE	Interest 2.750%
02/15/2020	1,053.50	NOTE	Interest 1.720%
02/19/2020	385,000.00	CORP	Purchase 1.800%
02/19/2020	50,460.26	CORP	Sell 2.650%
02/19/2019	179,388.68	CORP	Sell 2.875%

02/19/2019	122,981.60	CORP	Sell 2.800%
02/19/2019	75,643.23	CORP	Sell 2.350%
02/21/2019	193,458.59	TREAS	Sell 1.750%
02/21/2019	189,671.30	CORP	Purchase 1.800%
02/23/2019	536.25	CORP	Interest 1.950%
02/25/2019	290.47	FHMS	Interest 3.203%
02/25/2019	490.73	FNA	Interest 3.560%
02/25/2019	1,391.08	FNA	Paydown 3.560%
02/25/2019	179.24	FHMS	Paydown 3.203%
02/26/2019	3,534.53	NOTE	Interest 1.850%
02/26/2019	3,455.47	NOTE	Interest 1.860%
02/27/2019	1,600,000.00	LAIF	Deposit
02/28/2019	2,926.39	NOTE	Interest 1.750%
02/29/2019	6,531.25	NOTE	Interest 2.375%
02/29/2019	12,375.00	NOTE	Interest 1.375%

RECOMMENDATION

It is recommended that the City Council receive and file the Monthly Report of Investment Transactions rendered for the month of February 2020.

Jose Gomez
Director of Finance & Administrative Services

Thaddeus McCormack
City Manager

DIVIDER SHEET

COUNCIL AGENDA
March 24, 2020

TO: The Honorable Mayor and City Council

SUBJECT: Agreement (WD-3499) with the City of Long Beach for reclaimed (recycled) water irrigation of street medians and parkways on Carson Street

INTRODUCTION

Through a joint effort with the City of Long Beach, the City of Lakewood has found a feasible way to provide a reclaimed (recycled) water supply for landscape irrigation purposes to areas where irrigation using potable water had been previously, and will continue to be, prohibited by State law.

STATEMENT OF FACT

The City of Long Beach has constructed a reclaimed water distribution system consisting of pump stations, transmission mains, and related facilities, to use the reclaimed water from the Long Beach Water Renovation Plant for landscape irrigation purposes. The City of Lakewood wishes to enter into an agreement with the City of Long Beach whereby the City of Long Beach will provide a reliable and efficient source of reclaimed water to the City of Lakewood for the irrigation of street medians and parkways on Carson Street between Cherry Avenue and Lakewood Boulevard.

The City of Lakewood will be responsible for the construction of service laterals and downstream infrastructure in order to connect to the City of Long Beach's existing reclaimed water distribution system. The City of Lakewood will be responsible for the maintenance of all facilities and all other irrigation systems downstream of the City of Long Beach's meters.

The term of the agreement will continue indefinitely until it is terminated by either Party, at any time and for any reason, provided that the terminating party notifies the other in writing at least one year prior to the date of termination. Nothing in the agreement obligates the City of Lakewood to purchase a minimum amount of water at any time the agreement is in place and the City of Lakewood shall pay the daily service charge and quantitative rate for reclaimed water applicable to all reclaimed water customers as fixed from time to time by the Board of Water Commissioners of the City of Long Beach.

At the March 18, 2020 meeting, the Water Resources Committee reviewed and approved the agreement and recommends that the City Council review and give approval to the proposed agreement.

RECOMMENDATION

Staff recommends that the City Council review and approve the proposed agreement between the City of Long Beach and the City of Lakewood.

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

Thaddeus McCormack
City Manager

AGREEMENT (WD-3499)

THIS AGREEMENT ("Agreement") is made and entered, in duplicate, as of November 1, 2019, pursuant to an order of the Board of Water Commissioners of the City of Long Beach, at its meeting held on September 5, 2019, by and between the BOARD OF WATER COMMISSIONERS OF THE CITY OF LONG BEACH for and on behalf of the City of Long Beach ("City") and on its own behalf in its official capacity ("Board"), and the CITY OF LAKEWOOD, a municipal corporation ("User", and together with the City, the "Parties").

WHEREAS, the State Legislature has determined and declared that the use of potable domestic water for the irrigation of greenbelt areas, including but not limited to street medians, golf courses, cemeteries, and highway landscaped areas, is a waste or an unreasonable use of potable domestic water when reclaimed water is available at a reasonable cost; and

WHEREAS, Section 13551 of the California Water Code provides that no person or public agency shall use potable domestic water for the irrigation of greenbelt areas when suitable reclaimed water is available at a reasonable cost comparable to that for potable domestic water for such purposes; and

WHEREAS, by Agreement dated August 28, 1968, between the City and the County Sanitation District No. 2 of Los Angeles County, Board has the right to all reclaimed water produced from the Long Beach Water Renovation Plant; and

WHEREAS, Board has constructed a reclaimed water distribution system to use the reclaimed water from the Long Beach Water Reclamation Plant for landscape irrigation purposes, which system includes pump stations, transmission mains, and related facilities; and

WHEREAS, Board and User desire to conserve potable water, to provide an interruptible supply of water for landscape irrigation purposes and to reduce the cost of landscape irrigation; and

WHEREAS, User plans to irrigate street medians and parkways on Carson

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CHARLES PARKIN, City Attorney
411 west Ocean Boulevard, 9th Floor
Long Beach, CA 90802-4664

Street between Cherry Avenue and Lakewood Boulevard (the "Project"); and

WHEREAS, User shall construct service laterals in order to connect to City's reclaimed water distribution system; and

WHEREAS, Board and User wish to enter into an agreement whereby Board will provide reclaimed water to the Project;

NOW, THEREFORE, in consideration of the mutual terms, covenants, and conditions in this Agreement, the Parties agree as follows:

1. USER FACILITIES. As used herein, "User Facilities" shall mean all service laterals and downstream infrastructure necessary to accommodate the Project, all of which is located in Lakewood. Board acknowledges that as of the commencement of this Agreement, the User Facilities are not yet completed, and that User will not begin to purchase reclaimed water until completion.

2. TERM. The term of this Agreement shall commence on November 1, 2019 and shall continue indefinitely thereafter until terminated by either Party. Either Party has the right to terminate this Agreement at any time and for any reason provided that the terminating party notifies the other in writing at least one (1) year prior to the date the terminating party wishes to terminate this Agreement.

3. SERVICES. Board shall provide reclaimed water to User on an interruptible basis for use at the Project in amounts to be determined by User on the condition that sufficient water is available after satisfying the needs of Board's other reclaimed water customers existing within the City of Long Beach. Nothing in this Agreement shall obligate User to purchase any minimum amount of water from Board. Board shall give User prompt written notice of the starting date and duration of any foreseeable interruption in services. However, Board may cease services immediately, without notice, if Board becomes aware of any real or potential health or safety hazards that may result from such services.

4. COMPLIANCE WITH LAW. Board shall render all services hereunder in accordance with all ordinances, resolutions, statutes, rules, and regulations of any

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Federal, State or local governmental entity having jurisdiction in effect at the time service is rendered.

5. DOWNSTREAM SYSTEM MAINTENANCE. User shall maintain the User Facilities and all other irrigation systems downstream of Board meters.

6. PURCHASE PRICE. Except as otherwise provided herein, User shall pay the daily service charge and quantitative rate charge for reclaimed water applicable to all reclaimed water customers as fixed from time to time by Board and as in effect as of the date of invoice. User shall comply with all applicable rules, regulations and charges governing water service (reclaimed or otherwise) as adopted from time to time by Board.

7. RESPONSIBILITIES. User shall construct the reclaimed water facilities at no cost to the Board, including reclaimed water service connections and such other appurtenant facilities as may be necessary. Construction of reclaimed water facilities shall be in compliance with the current Long Beach Water Department's (LBWD) Standard Drawings and Specifications and shall be subject to the inspection and approval of the Board. Board will: (a) furnish necessary administrative, engineering, and inspection services at no cost to the User; and (b) furnish and install required water meters after charges are paid by User per Appendix A of LBWD's Rules, Regulations and Charges Governing Potable Water, Reclaimed Water, Sewer Service ("Rules");

8. INDEMNITY. In lieu of and notwithstanding the pro rata risk allocation which might otherwise be imposed between the Parties pursuant to Government Code section 895.6, the Parties agree that all losses or liabilities incurred by a party shall not be shared pro rata but instead all Parties agree that pursuant to Government Code section 895.4, each of the Parties hereto shall fully indemnify and hold each of the other Parties, their officers, board members, employees and agents, harmless from any claim, expense or cost, damage or liability, including reasonable attorneys' fees, imposed for injury (as defined by Government Code section 810.8) occurring by reason of the negligent acts or omissions or willful misconduct of the indemnifying party, its officers, board members, employees or agents, under or in connection with or arising under this Agreement. No

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party, nor any officer, board member, employee or agent thereof shall be responsible for any damage or liability occurring by reason of the negligent acts or omissions or willful misconduct of other Parties hereto, their officers, board members, employees or agents, under or in connection with or arising under this Agreement.

9. NOTICES. Any notices to be given under this Agreement shall be in writing and personally served or deposited in the U.S. Postal Service, first class, postage prepaid, to User at _____, Attn: City Manager and to Board at 1800 East Wardlow Road, Long Beach, California 90807, Attn: General Manager. Change of address shall be given in the same manner as stated herein for notices. Notice shall be deemed given on the date deposited in the mail or on the date personal service is obtained, whichever is applicable.

10. ASSIGNMENT. Neither party shall assign its rights or delegate its duties hereunder, or any interest herein, or any portion hereof, without the prior written approval of the other party. Any attempted assignment or delegation shall be void, and any assignee or delegate shall acquire no right or interest by reason of such attempted assignment or delegation.

11. AMENDMENT. This Agreement shall not be amended, nor any provision or breach hereof waived, except in writing signed by the Parties which expressly refers to this Agreement.

12. GOVERNING LAW. This Agreement shall be governed by and construed pursuant to the laws of the State of California.

13. INTEGRATION. This Agreement constitutes the entire understanding between the Parties and supersedes all other agreements, oral or written, with respect to the subject matter herein.

14. NONDISCRIMINATION. In connection with performance of this Agreement and subject to applicable rules and regulations, neither party shall discriminate on the basis of race, religion, national origin, color, age, sex, sexual orientation, gender identity, AIDS, HIV status, handicap or disability.

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Long Beach, CA 90802-4664

15. WAIVER. The acceptance of any service or payment of any money shall not operate as a waiver of any provision of this Agreement, or of any right to damages stated herein. The waiver of any breach of this Agreement shall not constitute a waiver of any other of subsequent breach of this Agreement.

16. FORCE MAJEURE. Except as to the payment of money, in any case where either party is required to do any act, the inability of that party to perform, or delay in performance of that act caused by or resulting from fire, flood, earthquake, explosion, acts of God, war, civil commotion, strikes, lockouts, or any other cause whether or not similar to the foregoing which is beyond the control of that party and not due to that party's fault or neglect shall be excused and such failure to perform or such delay in performance shall not be a default or breach hereunder. Financial inability to perform shall not be considered cause beyond the reasonable control of the party.

17. SUCCESSORS IN INTEREST. This Agreement shall be binding on and inure to the benefit of the Parties and their successors, heirs, personal representatives, transferees, and assignees except as provided in Section 10.

18. JOINT EFFORT. This Agreement was entered as a joint effort between the Parties.

IN WITNESS WHEREOF, the Parties hereto have caused these presents to be duly executed with all the formalities required by law on the respective dates set forth opposite their signatures.

CITY OF LAKEWOOD, a municipal corporation

_____, 2019

By_____
Name_____
Title_____

"User"

BOARD OF WATER COMMISSIONERS OF THE CITY OF LONG BEACH

OFFICE OF THE CITY ATTORNEY
CHARLES PARKIN, City Attorney
411 west Ocean Boulevard, 9th Floor
Long Beach, CA 90802-4664

_____, 2019 By_____
General Manager

"Board"

This Agreement is approved as to form on _____, 2019.

CHARLES PARKIN, City Attorney

By _____
Deputy

OFFICE OF THE CITY ATTORNEY
CHARLES PARKIN, City Attorney
411 west Ocean Boulevard, 9th Floor
Long Beach, CA 90802-4664

DIVIDER SHEET

COUNCIL AGENDA
March 24, 2020

TO: The Honorable Mayor and City Council

SUBJECT: Resolution Approving the Application for California Natural Resources Agency Grant Funds for the San Martin Park Improvement Project

INTRODUCTION

In 2018, California Assembly Member Anthony Rendon sent a request to the cities in his district for improvement projects at recreation facilities which could be funded by grant monies from his office's discretionary funds. In spring of 2019, Assembly Member Rendon announced that he was granting the City of Lakewood $500,000 to fund a project at San Martin Park. Funds are available from the California Natural Resources Agency general fund specified for grant projects.

STATEMENT OF FACT

The proposed project at San Martin Park would include a new Tot Lot Playground as well as two new picnic shelters, one of which would be re-located south of the basketball courts. The California Natural Resources Agency has provided a tentative timeline and communicated that all funds must be expended and projects completed by 2025.

RECOMMENDATION

It is the recommendation of staff that the City Council approve the resolution approving the application for California Natural Resources Agency grant funds for the San Martin Park improvement project.

Valarie Frost, Director VF
Recreation and Community Services

Thaddeus McCormack
City Manager

RESOLUTION NO. 2020-4

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAKEWOOD, CALIFORNIA, APPROVING THE APPLICATION FOR GRANT FUNDS FOR THE SAN MARTIN PARK IMPROVEMENT PROJECT

WHEREAS, the Legislature and Governor of the State of California have approved a grant project shown above; and

WHEREAS, the California Natural Resources Agency has been delegated the responsibility for the administration of the grant project, setting up necessary procedures; and

WHEREAS, said procedures established by the California Natural Resources Agency require the Grantee to certify by resolution the approval of the application(s) before submission of said application(s) to the state; and

WHEREAS, the Grantee will enter into an agreement with the State of California for subject project(s);

NOW, THEREFORE, BE IT RESOLVED THAT THE CITY COUNCIL:

1. Approves the acceptance of general fund allocation for local assistance for the above project(s); and

2. Certifies that said agency understands the assurances and certification in the Project Information Form; and

3. Certifies that said agency will have sufficient funds to operate and maintain the project(s) or will enter into an agreement with another entity to perform said operation and maintenance; and

4. Certifies that said agency has reviewed and understands the General Provisions contained in the Project Agreement shown in the Procedural Guide; and

5. Appoints the City Manager as agent to conduct all negotiations, execute and submit all documents including, but not limited to Project Information Form, agreements, payment requests and so on, which may be necessary for the completion of the aforementioned project(s).

APPROVED AND ADOPTED this 24th day of March, 2020, by the following roll call vote:

	AYES	NAYS	ABSENT
Council Member Croft	_____	_____	_____
Council Member DuBois	_____	_____	_____
Council Member Wood	_____	_____	_____
Council Member Piazza	_____	_____	_____
Mayor Rogers	_____	_____	_____

_____
Mayor

ATTEST:

_____
City Clerk

DIVIDER SHEET

COUNCIL AGENDA
March 24, 2020

TO: The Honorable Mayor and City Council

SUBJECT: Amended Agreement for 2020 Pan Am Fiesta Amusement Rides

INTRODUCTION:

On February 11, The Mayor and City Council approved the contract for 2020 Agreement for the Pan Am Fiesta Amusement Rides. The amusement ride concessionaire will be on site providing attractions beginning Thursday, May 7 and concluding on Sunday, May 10, 2020. The contract holds the City of Lakewood to a standard of cancellation of 30 days prior to the start of the event, or the city would be bound by the agreement.

STATEMENT OF FACT

Considering current state and federal directives and those of the Centers for Disease Control regarding the novel coronavirus (COVID-19), by direction of the Lakewood City Council, staff have altered and/or cancelled many programs and events to comply and maintain public health and safety. To date, the Pan Am Fiesta has not been cancelled, however, staff continue to monitor the rapidly changing situation.

Understanding the reality that the Pan Am Fiesta may need to be cancelled, staff have contacted Guadagno & Sons, the concessionaire contracted to provide amusement rides at the Pan Am Fiesta, and requested to change the contract language as follows:

> City reserves the right to change the time, place and manner of said amusement rides in any respect at any time prior to fourteen (14) days before Thursday, May 7, 2020.

Guadagno & Sons is amenable to the change and maintains the ability to execute in full, all contents of the contract. The change will allow the city to change, alter or cancel the event as late as April 22, 2020.

RECOMMENDATION

Authorize the Mayor and the City Clerk to execute the amended 2020 Agreement for the Pan Am Fiesta Amusement Rides subject to approval as to legal form by the City Attorney.

Valarie Frost, Director VF
Recreation and Community Services

Thaddeus McCormack
City Manager

AGREEMENT

PAN AM FIESTA AMUSEMENT RIDES

- - - - - - - -

THIS AGREEMENT made and entered into this 24th day of March 2020 by and between the CITY OF LAKEWOOD, a municipal corporation ("City"), and GUADAGNO & SONS AMUSEMENTS, a corporation ("Contractor").

W I T N E S S E T H

WHEREAS, City has approved and scheduled the Pan Am Fiesta community event at Mayfair Park from Thursday, May 7, through Sunday, May 10, 2020; and

WHEREAS, City desires to provide amusement rides as part of the Pan Am Fiesta; and

WHEREAS, Contractor represents that it has the equipment, supplies and technical personnel to provide said amusement rides; and

WHEREAS, Contractor is desirous of providing said amusement rides;

NOW, THEREFORE, in consideration of the foregoing recitals and the covenants and agreements of each of the parties as hereinafter set forth, the parties hereto do mutually agree as follows:

1. **SCOPE OF SERVICES.** Contractor agrees to provide at its own cost and expense:

   A. A minimum of nine (9) adult rides and six (6) children rides (as space permits) as noted in Exhibit A with the understanding that the Contractor may at its request substitute or add rides not listed, provided City approval in writing is received for said substitution or addition.

   B. All necessary personnel, equipment and supplies for this event including, but not limited to game concessions, generating plants, necessary electrical junction boxes, and cleanup crews.

   C. An adequate supply of numbered tickets purchased from a bonded ticket company

   D. To pay City One Thousand Eight Hundred and Fifty dollars ($1,850) for the purpose of marketing and promotion of the Pan Am Fiesta, on the execution of this Agreement.

   E. To pay City Seventy-Five dollars ($75) per game or food booth.

F. To provide a list of carnival ride, game booth and food booth operators who will be working anytime during the said carnival. Contractor further agrees to provide list to City on or before Wednesday, April 22, 2020.

G. To apply for and obtain building and safety permit(s) as determined by the City's Building and Safety division by Wednesday, April 22, 2020.

H. To ensure appropriate and clean uniforms for all carnival employees, including carnival ride, game booth and food booth operators.

I. To have amusement rides set-up and ready for inspection by 3:00 p.m. on Thursday, May 7, 2020.

2. **TIME OF PERFORMANCE.** Contractor agrees to provide said amusement rides on the following days and times:

Thursday, May 7	5 p.m. to 9 p.m.
Friday, May 8	5 p.m. to 10 p.m.
Saturday, May 9	11 a.m. to 10 p.m.
Sunday, May 10	11 a.m. to 9 p.m.

City reserves the right to change the time, place and manner of said amusement rides in any respect at any time prior to fourteen (14) days before Thursday, May 7, 2020.

3. **COMPENSATION FOR SERVICES.** As compensation for being allowed to operate said amusement rides, Contractor shall pay to City a percentage of all gross receipts as follows:

25% of revenue from $1-$50,000 gross revenue collected.
30% of revenue from $50,000 and over.
30% of revenue from sale of pre-sale tickets.

Payment is due by 12:00 p.m. on Monday, May 11, 2020.

4. **NON-DISCRIMINATION IN EMPLOYMENT PRACTICES.** Contractor shall not discriminate in the employment of persons in connection with the performance of services as provided for in this agreement on the basis of race, color, creed, national origin, sex, ancestry, religion, age or handicaps.

5. **WORKER'S COMPENSATION INSURANCE**. Contractor agrees to maintain, where necessary and required by law, Worker's Compensation Insurance. It is further agreed that Contractor and all members, officers, and employees, subcontractors, their agents, officers, and employees engaged in the performance of any services in connection with this Contract, shall not be deemed officers, agents, or employees of City, and City shall not be liable or responsible to them for anything whatsoever, other than the payment of consideration herein set forth.

6. **INDEPENDENT CONTRACTOR.** It is expressly understood and agreed that Contractor has been retained as an independent contractor, as distinguished from an employee or agent of City to perform the aforementioned services. Contractor acknowledges the independent contractual relationship, and releases City from any liability or obligation to make deductions or withholding for the compensation of any officer, agent or employee thereof, in respect to unemployment, income tax, disability, social security, health, pension or retirement benefits. It is expressly understood no officer, agent or employee of Contractor shall have any City status or benefit, including health, retirement, and worker's compensation benefits.

   Contractor acknowledges its independent contractor status in performing said services, and assumes the risk to itself, all agents, employees and subcontractors, and their agents or employees, of personal injury or death, and all risk of property damage or loss of any property arising out of the performance of said services by or on behalf of City, the work site, the place to work, or the duties bestowed upon Contractor pursuant to this agreement, and does hereby release City, its officers and personnel from any liability to Contractor, or its officers, agents, employees, subcontractors, or agents or employees thereof, for any loss or damage thereby incurred, or for contributions as a joint tort feasor therefor.

7. **LIABILITIES AND INDEMNIFICATION.** Contractor shall indemnify, defend, and hold harmless City, and its officers employees, and agents *("City* indemnitees"), from and against any and all causes of action, claims, liabilities, obligations, judgments, or damages, including reasonable attorneys' fees and costs of litigation ("claims"), arising from Contractor's activities in the performance of the services under this Agreement, excepting only those actions, claims, liabilities, obligations, judgments, or damages arising out of the sole negligence of City indemnitees. In the event City indemnitees are made a party to any action, lawsuit, or other adversarial proceeding alleging negligent or wrongful conduct on the part of Contractor:

   a. Contractor shall provide a defense to City indemnitees or at City's option reimburse City indemnitees their costs of defense, including reasonable attorneys' fees, incurred in defense of such claims; and

   b. Contractor shall promptly pay any final judgment or portion thereof rendered against City indemnitees.

8. **INSURANCE.** Prior to the beginning of and throughout the duration of work done pursuant to this Agreement, Contractor will maintain insurance in conformance with the requirements set forth below. Contractor will use existing coverage to comply with these requirements. If that existing coverage does not meet the requirements set forth here, it will be amended to do so. Contractor acknowledges that the insurance coverage and policy limits set forth in this section constitute the minimum amount of coverage required. Any insurance proceeds available to City in excess of the limits and coverage required in this Agreement and which is applicable to a given loss, will be available to City.

Contractor shall provide the following types and amounts of insurance:

A. **Commercial General Liability Insurance** using Insurance Services Office "Commercial General Liability" policy form CG 00 01 or the exact equivalent. Defense costs must be paid in addition to limits. There shall be no cross liability exclusion for claims or suits by one insured against another. Limits shall be no less than $5,000,000 per occurrence for all covered losses and no less than $10,000,000 general aggregate.

B. **Worker's Compensation** on a state-approved policy form providing statutory benefits as required by law with employer's liability limits no less than $1,000,000 per accident for all covered losses.

C. **Business Auto Coverage** on ISO Business Auto Coverage form CA 00 01 including symbol 1 (Any Auto) or the exact equivalent. Limits shall be no less than $1,000,000 per accident, combined single limit. If Contractor owns no vehicles, this requirement may be satisfied by a non-owned auto endorsement to the general liability policy described above. If Contractor or Contractor's employees will use personal autos in any way on this project, Contractor shall provide evidence of personal auto liability coverage for each such person.

D. **Excess or Umbrella Liability Insurance** (Over Primary) if used to meet limit requirements, shall provide coverage at least as broad as specified for the underlying coverages. Any such coverage provided under an umbrella liability policy shall include a "drop down" provision with a maximum $25,000 self-insured retention for liability not covered by primary but covered by the umbrella. Coverage shall be "pay on behalf", with defense costs payable in addition to policy limits. There shall be no cross liability exclusion precluding coverage for claims or suits by one insured against another. Coverage shall be applicable to City for injury to employees of Contractor, subcontractors or others involved in the Work. The scope of coverage provided is subject to approval of City following receipt of proof of insurance as required herein.

E. Contractor agrees to endorse third party liability coverage required herein to include as additional insured City, its officials, employees and agents, using ISO endorsement CG 20 10 11 85. Contractor also agrees to require all contractors, subcontractors, and anyone else involved in this agreement on behalf of the contractor (hereinafter "indemnifying parties") to comply with these provisions.

F. Contractor agrees to waive subrogation rights against City regardless of the applicability of any insurance proceeds, and to require all indemnifying parties to do likewise.

G. All insurance coverage maintained or procured by Contractor or required of others by Contractor pursuant to this agreement shall be endorsed to delete the subrogation condition as to City, or must specifically allow the named insured to waive subrogation prior to a loss.

H. All coverage types and limits required are subject to approval, modification and additional requirements by City. Contractor shall not make any reductions in scope or limits of coverage that may affect City's protection without City's prior written consent.

I. Proof of compliance with these insurance requirements, consisting of endorsements and certificates of insurance shall be delivered to City prior to the execution of this Agreement. If such proof of insurance is not delivered as required, or if such insurance is canceled at any time and not replacement coverage is provided, City has the right, but not the duty, to obtain any insurance it deems necessary to protect its interests. Any premium so paid by City shall be charged to and promptly paid by Contractor or deducted from sums due Contractor.

J. Contractor agrees to endorse the insurance provided pursuant to these requirements, to require 30 days notice to City prior to cancellation of such liability coverage or any material alteration of non-renewal of any such coverage, and to require indemnifying parties to do likewise.

K. It is acknowledged by the parties of this agreement that all insurance coverage required to be provided by Contractor indemnifying party, is intended to apply first and on a primary non-contributing basis in relation to any other insurance or self insurance available to City.

L. Contractor agrees not to self-insure or to use any self-insured retentions or deductibles on any portion of the insurance required herein and further agrees that it will not allow any indemnifying party to self-insure its obligations to City. If contractor's existing coverage includes a deductible or self-insured retention, the deductible or self-insured retention must be declared to City. City may review options with the contractor, which may include reduction or elimination of the deductible or self-insured retention, substitution of other coverage, or other solutions.

M. Contractor will renew the required coverage annually as long as City, or its employees or agents face an exposure from operations of any type pursuant to this Agreement. This obligation applies whether or not this Agreement is canceled or terminated for any reason. Termination of this obligation is not effective until City executes a written statement to that effect.

9. **OTHER LICENSE AND PERMITS.** GUADAGNO & SONS warrants that it has all professional, contracting and other permits and licenses required to undertake the work contemplated by this AGREEMENT.

Contractor shall provide the following types of permits:

A. Contractor will provide a LA County Public Health Permit for Mobile Food Facility to sell various food items.

10. **SUBCONTRACTING.** Contractor shall not assign, sublet, or transfer any part or portion of this agreement, or any responsibility hereunder without the prior approval of City.

11. **GENERAL RESPONSIBILITIES.** Contractor agrees that the development, presentation and maintenance of the The Fiesta Amusement Rides shall be its sole responsibility. It is further agreed and understood, however, that the time, place and manner of said presentation, any fees or charges for said presentation, and the overall format of said presentation shall be subject to the approval of City, and City reserves the right to terminate said presentation at any time, or to change the time, place and manner of said presentation in any respect at any time, without further notice in the reasonable discretion of the responsible City officer serving as representative of the City when that officer has determined such termination is necessary for the public health, safety, convenience or welfare.

    Elimination, closures, or mechanical failures that leave the Pan Am Fiesta under the minimum number of rides in any category will result in a penalty of $1,000 per ride, per day. The parties agree that such amount represents a reasonable determination of the value of the loss of each ride.

    Initials: _____ _____
    City Contractor

12. **SET-UP/BREAKDOWN TIME.** City agrees to allow Contractor a period of four days prior to the event for set-up and two days at the conclusion of the event for breakdown. Set-up and breakdown of Contractor can take place between sunrise and 11:00 p.m. only. Arrival and departure of Contractor may only take place between sunrise and 11:00 p.m.

13. **EQUIPMENT STORAGE.** Contractor agrees to provide storage and security of equipment in the areas of Mayfair Park designated by City. Notwithstanding the foregoing, Contractor agrees to assume all risk of loss of any of its equipment or property during the term of this agreement, except where said property is lost or damaged due to the misfeasance or nonfeasance of City.

14. **ASSUMPTION OF RISK.** Contractor does hereby assume all risk to itself, its personnel, subcontractors, and agents and employees thereof, of personal injury or death, and all risk of property damage or loss to any property, wares, or materials of the foregoing from whatever source, and said Contractor further releases City, and its officers, employees and agents, the City Council, and the Pan American Festival Association, Inc., and all officers and employees thereof, from any liability therefor, or for contribution as a joint tort feasor therefor.

15. **WASTE.** Contractor shall not utilize any of the grounds, buildings or premises of City so as to commit waste, and where damaged by it shall restore the same to the same condition it was in prior to the commencement of this agreement, reasonable wear and tear excepted.

16. **LAWS, ORDINANCE AND PERMITS.** Contractor shall comply with all applicable laws, ordinances and codes of the State, County, and City (See Exhibit B for applicable City

Ordinances), and Contractor shall obtain, at Contractor's cost, all necessary permits and approvals for said amusement rides including a license to do business within the City of Lakewood.

17. **NOTICES.** Any written notice to the parties hereto shall be deposited in the United States mail, postage prepaid, addressed as follows:

CITY: Director of Recreation and Community Services
5050 Clark Avenue
P.O. Box 158
Lakewood, CA 90714

CONTRACTOR: Tony Guadagno Sr.
GUADAGNO & SONS AMUSEMENTS
12842 Valley View St. Suite 103
Garden Grove, CA 92845
(714) 893-1336

IN WITNESS WHEREOF the parties hereto have caused this agreement to be executed the day and year first above written.

CITY OF LAKEWOOD

By_____
Mayor

ATTEST:

By_____
City Clerk

APPROVED AS TO FORM:

_____
City Attorney

CONTRACTOR

By_____
Title

EXHIBIT "A"

2020 LIST OF AMUSEMENT RIDES FOR THE PAN AM FIESTA

Zipper	Zumar
Skydiver	Super Slide
Twister	Windjammer
Gravitron	Berry-go-Round
Tilt-A-Whirl	Jalopy Junction
Sizzler	Happy Pond
Round Up	Granny Bugs
Rock-o-Plane	Bumper Cars
Spin-Out	Century Wheel

The Contractor may at its request substitute or add rides not listed, provided City approval in writing is received for said substitution or addition.

EXHIBIT "B"

PERTINENT CITY OF LAKEWOOD MUNICIPAL CODES

1. It shall be unlawful for any person or organization conducting a carnival to employ any person to work at such carnival who has been convicted of any felony, or any misdemeanor which constitutes a violent crime, or who is required to register as a sex offender pursuant to Section 290 of the California Penal Code. Persons working at carnival shall be subject to spot checks by law enforcement personnel, and shall provide identification promptly when asked to do so by law enforcement personnel. (LMC 6404.H)

2. Unlawful to use or possess any portable barbecue, grill, smoker, cooking equipment, apparatus, fire pit or hibachi. (LMC 4220.H)

3. Dogs prohibited. (LMC 4222)

4. Alcohol prohibited. (LMC 4500)

5. Operation of vehicles, motorcycles, motor driven bicycles, bicycles or skateboard prohibited. (LMC 4220.1)

6. Unlawful to remain in any park or recreational area when ordered to leave. (LMC 4220.2)

7. Unlawful for any person to fire, set off, discharge or use any fireworks. (LMC 4220. J)

8. Roller-skating on sidewalks and pedestrian paths prohibited. (LMC 4220.J)

9. Golf prohibited. (LMC 4220.J)

10. Tackle football prohibited. (LMC 4220. J)

11. Operation of powered model airplanes, model helicopters, model rockets or any power driven aircraft prohibited. (LMC 4220.J)

DIVIDER SHEET

COUNCIL AGENDA
March 24, 2020

TO: The Honorable Mayor and City Council

SUBJECT: Authorize Parking, Sidewalk, and Ramp Repairs at Civic Center for ADA compliance

INTRODUCTION

CJ Construction, Inc. provides hardscape maintenance services to the City. These services include removal and replacement of damaged sidewalk, curb, gutter, and access ramps. Accessible parking improvements are required at the Centre and City Hall for ADA Compliance.

STATEMENT OF FACT

Disabled parking, sidewalk, and access ramp improvements are necessary at the Centre and City Hall to meet ADA compliance. CJ Construction has provided an estimate of $23,000 for the total scope of work under their current contract agreement. Staff feels that this is a fair price and recommends authorizing this scope of work under CJ Construction's existing contract agreement.

CJ Construction, Inc. has provided hardscape maintenance services for the City under an existing service provider agreement in a very professional and cost effective manner. They have the required licenses and experience to perform all aspects of this scope of work as outlined in their existing agreement.

There are adequate funds in the ADA Improvements budget to complete the full scope of contract work.

RECOMMENDATION

(1) Authorize work for the parking, sidewalk, and ramp repairs at the Centre and City Hall for ADA Compliance in an amount not-to-exceed $23,000.

Lisa Ann Rapp
Director of Public Works

Thaddeus McCormack
City Manager

DIVIDER SHEET

Legislation

COUNCIL AGENDA
March 24, 2020

TO: The Honorable Mayor and City Council

SUBJECT: Ratifying the Proclamation of Emergency by the Director of Emergency Services Due to the COVID-19 Virus

INTRODUCTION

On March 18, 2020, pursuant to Government Code Section 8630, the City Manager, in his capacity as Director of Emergency Services, proclaimed a local emergency due to the COVID-19 virus.

STATEMENT OF FACT

On March 4, 2020 the Governor of the State of California declared a State of Emergency throughout the State due to the COVID-19 virus. On the same day, the County of Los Angeles also declared a State of Emergency due to a number of confirmed COVID-19 cases in the County.

For the duration of the local emergency, the City Manager is directed and empowered to make and issue rules and regulations on matters reasonably related to the protection of life and property as affected by such local emergency and otherwise necessary.

The local emergency remains in effect until terminated by the City Council. Pursuant to Government Code Section 8630, the City Council shall review the need for continuing the local emergency at least once every 60 days until the City Council terminates the local emergency.

RECOMMENDATION

The Resolution would enable the City Manager to efficiently allocate resources due to the ongoing and imminent threat to public safety. Staff recommends that the City Council adopt the proposed resolution ratifying the proclamation of emergency by the Director of Emergency Services due to the COVID-19 virus.

Thaddeus McCormack
City Manager

RESOLUTION NO. 2020-5

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAKEWOOD RATIFYING A PROCLAMATION OF A LOCAL EMERGENCY BY THE DIRECTOR OF EMERGENCY SERVICES DUE TO THE COVID-19 VIRUS.

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

SECTION 1. On March 18, 2020, the City Manager, acting in his capacity as the City's Director of Emergency Services, issued a "Proclamation of a Local Emergency" due to the COVID-19 virus. A copy of that Proclamation is attached hereto as Exhibit "A". The City Council hereby ratifies that certain Proclamation of a Local Emergency issued by the Director of Emergency Services on March 18, 2020, and affirms as true and correct each of the statements and findings set forth therein.

SECTION 2. For the duration of such Local Emergency, the City shall follow and impose all applicable laws, regulations, orders, and mandates, enacted or issued by Federal, State, or County authorities. The City Manager is directed and empowered to take all actions he deems necessary to implement such directive, and to take other actions reasonably necessary to respond to the Emergency and to effectively serve the interests and needs of the Lakewood community, consistent with applicable City laws, regulations, and policies.

SECTION 3. The Local Emergency shall remain in effect until terminated by the City Council. The City Council shall review the need for continuing the Local Emergency at least once every 60 days until the City Council terminates the Local Emergency, as required by section 8630 of the California Government Code.

SECTION 4. If any section, subsection, subdivision, paragraph, sentence, clause or phrase in this Resolution, or any part hereof, is held invalid or unconstitutional, such decision shall not affect the validity of the remaining sections or portions of this Resolution. The City Council hereby declares that it would have adopted each section, subsection, subdivision, paragraph, sentence, clause or phrase in this Resolution irrespective of the fact that any one or more sections, subsections, subdivisions, paragraphs, sentences, clauses or phrases may be declared invalid or unconstitutional.

SECTION 5. The City Clerk shall certify to the adoption of this Resolution.

ADOPTED AND APPROVED THIS 24TH DAY OF MARCH, 2020.

_____

Mayor

ATTEST:

_____
City Clerk

CITY OF LAKEWOOD, CALIFORNIA

A PROCLAMATION OF A LOCAL EMERGENCY BY THE DIRECTOR OF EMERGENCY SERVICES

Pursuant to the authority set forth in Section 6 in City of Lakewood Ordinance No. 2011-9, the City Manager, acting as the Director of Emergency Services, does hereby find and Proclaim:

A LOCAL EMERGENCY IS HEREBY PROCLAIMED IN THE CITY OF LAKEWOOD, CALIFORNIA.

Such proclamation is based on the information set forth below.

On January 31, 2020, the Director of the United States Department of Health and Human Services declared that the COVID-19 virus constituted a national threat and emergency.

On March 4, 2020, the Governor of the State of California declared a State of Emergency throughout the State of California due to the COVID-19 virus.

On March 4, 2020, the County of Los Angeles declared a State of Emergency due to a number of confirmed COVID-19 cases in the County.

On March 11, 2020, the World Health Organization declared the COVID-19 outbreak to be a global pandemic.

On March 12, 2020, California's Governor issued Executive Order No. N-25-20, which mandates and/or recommends certain that certain precautions be taken throughout the State in response to the COVID-19 virus.

On March 16, 2020, the President of the United States issued President's Guidelines recommending that certain precautions be taken throughout the entire country in response to the COVID-19 virus.

On March 16, 2020, the Los Angeles County Health Officer issued an Order for the Control of COVID-19, which Order mandated that certain precautions be taken in response to the COVID-19 virus.

The effects of this Local Emergency Proclamation shall expire after seven days, unless it is ratified by the City Council.

Dated: March 18, 2020

Thaddeus McCormack
Director of Emergency Services

DIVIDER SHEET

COUNCIL AGENDA
March 24, 2020

TO: The Honorable Mayor and City Council

SUBJECT: Proposed Urgency Ordinance Relating to a Temporary Moratorium on Evicting Tenants Due to Causes Related to the COVID-19 State of Emergency

INTRODUCTION

The COVID-19 virus pandemic has grown exponentially since the first case reported in Los Angeles County on January 26, 2020. The rapid transmission rate of COVID-19 has changed the very nature of how people work, live, and protect themselves against the spread of this virus. In the weeks since the first case, public health officials have ordered several actions in an attempt to slow the transmission of the virus, and these actions have had a widely negative financial effect for residents and businesses. Without the ability to bring in income, residential and commercial tenants are faced with possible eviction from their home or their business, further exacerbating the undue economic impact that this crisis presents.

STATEMENT OF FACT

On March 4, 2020, the Governor declared a State of Emergency in California due to the threat of COVID-19 (Coronavirus). On March 4, 2020, the County of Los Angeles declared a State of Emergency due to a number of confirmed COVID-19 cases. As of March 19, there were 231 confirmed cases in Los Angeles County. Due to directives from federal, state and local health officials, events have been cancelled, schools have been closed, and residents have been advised to avoid public gatherings and stay and work at home to prevent further spread of the virus.

Restaurant and retail business have significantly declined and parents and guardians have missed work to care for home bound school-aged children, resulting in workers being impacted by lost wages, furloughs and layoffs. The negative financial effects caused by this crisis will impact a tenant's ability to pay rent when due, leaving tenants vulnerable to eviction and homelessness.

Similarly, the Los Angeles County Health Officer's March 16, 2020 order to temporarily close specified businesses (bars, theaters, recreational centers and gyms) and limiting restaurants to take-out and delivery are resulting in sudden income loss for those businesses, thus threatening their ability to pay rent and reopening their doors once the crisis subsides.

On March 16, Governor Gavin Newsom issued an executive order that authorizes local governments to halt evictions due to the COVID-19 virus. The proposed urgency ordinance would enact the executive order by temporarily prohibiting the eviction of a residential or commercial tenant for non-payment of rent, if the following criteria are met:

1) The tenant demonstrates that the inability to pay rent is due to a substantial decrease in household or business income or the out-of-pocket medical expenses and the decrease in household or business income or the out-of-pocket medical expense was caused by COVID-19 illness of the tenant or tenant's family members or by any local, state, or federal government response to the COVID-19 pandemic;

2) The tenant documents inability to pay rent through proper notification of their landlord before the day rent is due that the tenant has a covered reason for delayed payment; by providing the landlord with verifiable documentation to support the assertion of a covered reason for delayed payment; and pay the portion of the rent that the tenant is unable to pay.

It is worth noting that nothing contained in the proposed urgency ordinance relieves a tenant from the duty to pay rent, and tenants who were afforded eviction protection under the ordinance shall have up to 180 days from expiration of the prohibition to pay their landlord all unpaid rent. The duration of the proposed city prohibition is tied to the executive order, which runs through May 31, 2020.

RECOMMENDATION

That the City Council adopt the proposed urgency ordinance for a temporary moratorium on evicting tenants due to causes related to the COVID-19 state of emergency.

Paolo Beltran PB
Deputy City Manager

Thaddeus McCormack
City Manager

ORDINANCE NO. 2020-3

AN URGENCY ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LAKEWOOD RELATING TO A TEMPORARY MORATORIUM ON EVICTING TENANTS DUE TO CAUSES RELATED TO THE COVID-19 STATE OF EMERGENCY AND DECLARING THE ORDINANCE TO BE AN EMERGENCY MEASURE TO TAKE EFFECT IMMEDIATELY UPON ADOPTION

WHEREAS, On March 4, 2020, the Governor declared a State of Emergency in California due to the threat of Coronavirus Disease 2019 ("COVID-19"); and

WHEREAS, On March 16, 2020, the Los Angeles County Health Officer issued an order, effective through March 31, 2020, to prohibit all indoor and outdoor, public and private events and gatherings within a confined space, where 50 or more members of the public are expected to attend at the same time, to require social distancing measures and temporary closure of certain businesses; and

WHEREAS, On March 16, 2020 the Governor issued a directive effective through May 31, 2020, which suspends "any provision of state law that would preempt or otherwise restrict a local government's exercise of its police power to impose substantive limitations on residential or commercial evictions including, but not limited to, any such provision of Civil Code section 1940 et seq. or 1954.25 et seq.," provided it meets the following requirements:

i. The basis for the eviction is nonpayment of rent, or a foreclosure if the basis of the eviction is a substantial decrease in household or business income or substantial out-of-pocket medical expenses; and

ii. The decrease in household or business income or the out-of-pocket medical expenses described in subparagraph (i) was caused by the COVID-19 pandemic, or by any local, state, or federal government response to COVID-19, and is documented."

iii. The tenant still has the duty to pay rent, and the landlord still has the ability to recover rent due; and

WHEREAS, The City is seriously impacted by the health crisis of this global pandemic. School closures have occurred and may continue. Businesses have been ordered closed. Employees have been advised to work at home. As a result, business has significantly declined and workers have been impacted by lost wages and layoffs. Parents have had to miss work to care for home-bound school-age children. As the virus spreads, workers may have to stay home for extended periods; and

WHEREAS, Residential and business enants have experienced sudden income loss, and further income impacts are anticipated. The loss of wages or other income caused by the effects of COVID-19 may impact tenants' ability to pay rent when due, leaving tenants vulnerable to eviction. The loss of income to businesses impacted by closures or other restrictive measures may impact those businesses ability to pay rent when due, leaving those business vulnerable to eviction and permanent closure; and

WHEREAS, Providing residential and business tenants with a short-term protection from eviction due to the inability to pay rent will help avoid increasing the homeless population, stabilize the rental housing market by reducing displacement and avoid the permanent closure of affected businesses; and

WHEREAS, During this state of emergency, and in the interests of protecting the public health and safety and preventing transmission of COVID-19, it is essential to avoid unnecessary displacement of tenants. Prohibiting evictions on a temporary basis is needed until the spread of the virus can be minimized and the emergency restrictions lifted; and

WHEREAS, Nothing in this Ordinance waives a tenant's obligations to pay back rent owed once this ordinance is no longer effective; and

WHEREAS, for the foregoing reasons the Lakewood City Council determines it is necessary to temporarily protect residential and commercial tenants from evictions due to causes related to the COVID-19 pandemic through May 31, 2020.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF LAKEWOOD DOES HEREBY ORDAIN AS FOLLOWS:

SECTION 1. PURPOSE. Illness and isolation caused by the COVID-19 pandemic and the emergency measures imposed to deal with the national, state and local emergency, will seriously impact the ability of residential and commercial tenants to meet their rent payment obligations during the crisis. This emergency temporary moratorium on evictions is imposed by the City to avoid the eviction of residents and permanent closure of businesses during the current crisis.

SECTION 2. PROHIBITION ON EVICTION. No landlord shall endeavor to evict a tenant for nonpayment of rent if the tenant demonstrates, with documentation provided in accordance with Section 3 below, that the inability to pay rent is due to a substantial decrease in household or business income or substantial out-of-pocket medical expenses and the decrease in household or business income or the out-of-pocket medical expenses was caused by COVID-19 illness of the tenant or tenant's family members or by any local, state, or federal government response to the COVID-19 pandemic.

SECTION 3. DOCUMENTATION OF INABILITY TO PAY RENT. To take advantage of the protections afforded by Section 2 a tenant must do all the following:

a. Notify the landlord in writing before the day rent is due that the tenant has a covered reason for delayed payment;

b. Provide the landlord with verifiable documentation to support the assertion of a covered reason for delayed payment; and

c. Pay the portion of rent that the tenant is able to pay.

SECTION 4. PROHIBITION ON COMMENCING AN UNLAWFUL DETAINER ACTION. If a tenant complies with the requirements of Section 3, a landlord shall not serve a notice pursuant to California Code of Civil Procedure sections 1161 and 1162, file or prosecute an unlawful detainer action based on a three-day pay or quit notice, or otherwise endeavor to evict the tenant for nonpayment of rent.

SECTION 5. CONTINUING OBLIGATION TO PAY RENT. Nothing contained in this Ordinance relieves a tenant from the duty to pay rent, and the landlord shall have the ability to recover all rent due in accordance with the terms of the landlord-tenant rental agreement. Tenants who were afforded eviction protection under this Ordinance shall have up to 180 days from expiration of the prohibition to pay their landlord all unpaid rent. During that 180-day period, the protections against eviction contained in Section 2 shall remain in effect.

SECTION 6. EXPIRATION OF PROHIBITION. The protection against eviction contained in Section 2 shall expire on expiration of the Governor's Executive Order N-28-20, including any extension thereof, unless sooner terminated by action of the City Council. Any failure to pay rent when due following expiration of the provisions of Section 2 shall not be subject to the protection afforded by that section provided, however, that tenants that were shielded from eviction prior to expiration during the effective date shall continue to be so shielded from payment of rent abated prior to expiration in accordance with Section 5.

SECTION 7. EFFECTIVE DATE/URGENCY FINDING. This Ordinance shall take effect immediately upon enactment. The City Council finds and declares that this Ordinance is required for the immediate protection of the public peace, health and safety for the following reasons: The directives from health officials to contain the spread of COVID-19 has resulted in loss of business, furloughs, loss of wages, and lack of work for employees. To protect the public health, safety, and welfare, the city must act to prevent eviction of tenants who are unable to pay rent due to wage and income losses caused by the effects of COVID-19. An emergency measure is necessary to protect tenants from eviction for a temporary period.

SECTION 8. CEQA. This action is exempt from CEQA under the common-sense exception of CEQA Guidelines section 15061(b)(3) that CEQA only applies to projects which have the potential for causing a significant impact.

SECTION 9. The City Council hereby declares it would have passed this Ordinance sentence by sentence, paragraph by paragraph and section by section, and does hereby declare the provisions of this Ordinance are severable, and if for any reason any section of this Ordinance should be held invalid, such decision shall not affect the validity of the remaining parts of this Ordinance.

SECTION 10. The City Clerk shall certify to the adoption of this Ordinance. The City Council hereby finds and determines there are no newspapers of general circulation both published and circulated within the City and, in compliance with Section 36933 of the Government Code, directs the City Clerk to cause said Ordinance within fifteen (15) days after its passage to be posted in at least three (3) public places within the City as established by Ordinance.

APPROVED AND ADOPTED this 24th day of March, 2020, by the following roll call vote:

	AYES	NAYS	ABSENT
Council Member Croft	_____	_____	_____
Council Member DuBois	_____	_____	_____
Council Member Wood	_____	_____	_____
Council Member Piazza	_____	_____	_____
Mayor Rogers	_____	_____	_____

_____
Mayor

ATTEST:

_____
City Clerk

DIVIDER SHEET

Reports

COUNCIL AGENDA
March 24, 2020

TO: The Honorable Mayor and City Council

SUBJECT: 2019 General Plan Annual Progress Report

INTRODUCTION

The 2019 General Plan Annual Progress Report ("Progress Report") is submitted to the City Council for its review, after which it will be submitted to the Department of Housing and Community Development ("HCD") and to the Governor's Office of Planning and Research ("OPR") as required by state law. The City of Lakewood's ("City") General Plan is a state-mandated document, which plans the framework for the City's physical, social, and economic development for up to 20 years into the future. The City's Comprehensive General Plan was adopted on November 12, 1996, and includes the Policy Document, the Technical Background Report, and the Master Environmental Impact Report ("MEIR"). A Master Environmental Assessment ("MEA") was prepared in 2007. The Progress Report is required to discuss the progress made towards allowing for the development of housing as specified by the Regional Housing Needs Assessment ("RHNA") as well as the overall implementation of the General Plan.

Government Code Section 65400 requires local planning agencies to submit an annual progress report on the status of the General Plan and progress in its implementation to the local legislative body, OPR, and HCD. The Progress Report will be submitted to OPR and HCD after it is reviewed by the City Council and must be submitted to the HCD by April 1 of each year as required by HCD. Government Code Section 65400.(a).(2).(B) requires that the Progress Report be considered at an annual meeting before the legislative body where members of the public are afforded the opportunity to provide oral testimony and written comments. This City Council meeting provides that opportunity and satisfies the requirements of HCD.

STATEMENT OF FACTS

Lakewood has been preparing its Progress Reports for review and approval by the City Council each year prior to forwarding those reports to OPR and HCD. The Progress Report was presented to the Planning and Environment Commission on March 5, 2020 for their review and recommendation. Government Code Section 65400(b) requires annual progress reports to span calendar years as opposed to the fiscal year reporting period.

The MEIR for the General Plan provides the basis for the preparation of subsequent environmental documents for projects that are consistent with the General Plan. The MEIR reduces the costs and time involved in the environmental review of projects that are consistent with the General Plan, and it establishes thresholds, or criteria for significance, to evaluate further projects. Implementation of the General Plan has been successful to date, and it will continue to be the distinct planning tool for the future. However, some technical data became dated requiring reconfirmation of the MEIR. The General Plan MEA found that the MEIR base conditions did not require any revisions. The MEA was approved on August 28, 2007 when the City Council adopted Resolution No. 2007-54.

RECOMMENDATION

The Planning and Environment Commission recommends that the City Council receive and file the 2019 General Plan Annual Progress Report and direct staff to submit the same to the Department of Housing and Community Development and to the Governor's Office of Planning and Research.

Abel Avalos
Director of Community Development

Thaddeus McCormack
City Manager

The City of Lakewood
2019 General Plan Annual Progress Report

INTRODUCTION

Government Code Section 65400(b) requires local planning agencies to provide an annual progress report to the legislative body on the status of the General Plan and the progress of its implementation. The purpose of the annual progress report is to:

- Provide enough information to allow local legislative bodies to assess how the General Plan is being implemented in accordance with adopted goals, policies, and implementation measures;

- Provide enough information to identify necessary course adjustments or modifications to the General Plan as a means to improve local implementation;

- Provide a clear correlation between land use decisions, which have been made during the 12-month reporting period and the goals, policies, and implementation measures contained in the General Plan; and

- Provide information regarding local agency progress in meeting its share of regional housing needs and local efforts to remove governmental constraints to the development of housing (as defined in §65584 and §65583(c)(3)).

In November 1996, the Lakewood City Council adopted the update to the City of Lakewood ("City") Comprehensive General Plan. A general plan is a state-mandated document, which a city uses to plan the framework for its physical, social and economic development for about 20 years into the future. The City's General Plan is comprised of seven state-mandated elements and three optional elements. Lakewood's General Plan elements are as follows:

- Land Use
- Circulation
- Housing (1)
- Conservation
- Open Space
- Noise
- Safety
- Recreation and Community Services (2)
- Air Quality (2)
- Economic Development (2)

(1) The Lakewood City Council adopted the current Housing Element on August 13, 2013 and the Department of Housing and Community Development certified the Housing Element on October 9, 2013.
(2) Optional general plan element.

Section 65400, et seq. of state law requires that an annual report be presented to the local legislative body, the Governor's Office of Planning and Research, and the Department of Housing and Community Development. Furthermore, Government Code Section 65400 requires that the annual progress report "be considered at an annual public meeting before the legislative body where members of the public shall be allowed to provide oral testimony and written comments." This report is for the review period of January 1, 2019 through December 31, 2019.

IMPLEMENTATION STATUS OF THE ELEMENTS

Land Use Element

Lakewood is primarily a "bedroom community" with most of its land devoted to residential uses and only a very small percentage of land area zoned for commercial, industrial, and other land uses. Lakewood is approximately 99% built-out. Development activity in Lakewood's residential, commercial, and industrial areas is discussed in more detail below.

Residential Development

The focus of the Land Use Element is to preserve and enhance Lakewood's desirable residential character. The number of residential building permits fluctuates annually, depending on the state of the economy. During 2019 there were 1,470 residential building permits which includes a wide range of home improvements. This is above the 12-year average of 1,180 permits as shown in the Table 1 below.

Table 1: Residential Improvement Permits Issued

Year	Residential Permits Issued
2008	1,082
2009	847
2010	954
2011	1,002
2012	867
2013	960
2014	1,043
2015	1,574
2016	1,457
2017	1,563
2018	1,345
2019	1,470
2008-2019 Average	1,180

Source: City of Lakewood Community Development Department

In 2016, six City-owned properties were sold (five were previous water well sites that were vacant that were vacant and the sixth was already developed with a single-family residence). Single-family homes were constructed on four of the vacant lots. There is one remaining vacant lot which is anticipated to be developed in the near future. Several state laws have been enacted over the past few years concerning Accessory Dwelling Units (ADUs). An ADU is a second dwelling unit on a single- or multi-family lot. The City adopted an ADU ordinance that implements the state ADU law, while reflecting local development standards and resident expectations regarding maintaining the current neighborhood life style. The City received over 60 inquiries for ADUs in 2019. The table below is a list of active single- and multi-family residential projects, including ADUs, where plans have been submitted to plan check or where building permits have been issued and the project is now under construction.

Table 2: Residential Units Planned, Under Construction, or Completed during 2019

Project Address	Units to be Constructed	Units to be Demolished	Net Gain of Units	Type of Project
20727-20739 Elaine Avenue	24	1	+20	24-unit apartments
11703 Walcroft Street	3	1	+2	Triplex
4372 Adenmoor Avenue	1	0	+1	New ADU
3963 Ann Arbor Road	1	0	+1	New ADU
5461 Ashworth Street	1	0	+1	New ADU
4435 Briercrest Avenue	1	0	+1	New ADU
12640 Chadwell Street	1	0	+1	New ADU
6659 Dashwood Avenue	1	0	+1	New ADU
4947 Deeboyar Avenue	1	0	+1	New ADU
5829 Eastbrook Avenue	1	0	+1	New ADU
6112 Eastbrook Avenue	1	0	+1	New ADU
4041 Elsa Street	1	0	+1	New ADU
4654 Hackett Street	1	0	+1	New ADU
6034 Hersholt Avenue	1	0	+1	New ADU
6045 Hersholt Avenue	1	0	+1	New ADU
4337 Ladoga Avenue	1	0	+1	New ADU
4150 Lakewood Drive	1	0	+1	New ADU
4232 Los Coyotes Diagonal	1	0	+1	New ADU
5230 Montair Avenue	1	0	+1	New ADU
4805 Ocana Avenue	1	0	+1	New ADU
4415 Palo Verde Avenue	1	0	+1	New ADU
6104 Premiere Avenue	1	0	+1	New ADU
6130 Premiere Avenue	1	0	+1	New ADU
11653 208th Street	1	0	+1	New ADU
11736½ 209th Street	1	0	+1	New ADU
11856 209th Street	1	0	+1	New ADU
Total New Units:			46	

The disposition and development of properties under the former Lakewood Redevelopment Agency's Scattered Lot Acquisition Program is under the control of the Lakewood Housing Successor Agency. Combined, there are a total of nine parcels which could yield up to 40 new homes that are within the economic means of a broader segment of the population. The City prepared a Request for Proposals for the development of these sites and RFPs were submitted by February 20, 2020. The proposals will be reviewed based on the practicality of timeliness and the project proponent's demonstrated adherence to time schedules, as well as the ability to obtain all necessary plan approvals, financing, and construction commitment so that constriction may commence as soon as possible.

Housing stock and quality of life are important factors that homebuyers take into consideration when purchasing in Lakewood as demonstrated by the City's consistently low vacancy rates. Being located in the middle of a large metropolitan area, Lakewood's home prices are partially influenced by the cost of housing in the region. Following the recession of the 1990's, median home prices continued to rise along with home prices throughout the region, county, and state. In 1996, the year the General Plan was adopted, the median home price in Lakewood was approximately $159,000. The median home price continued to rise until it peaked in July 2006 at $550,000. In 2011, Lakewood's median home price was at a low of $352,500. Since then, median home prices have continuously increased. By the end of the first quarter of 2019, the median home price in Lakewood was $565,000.

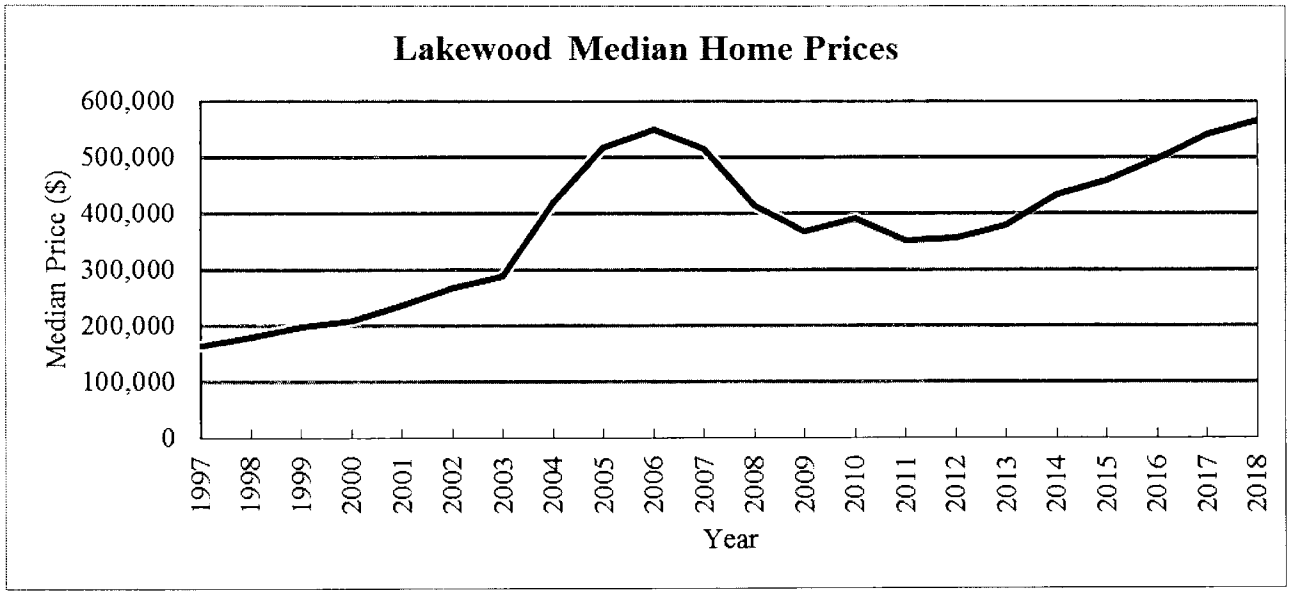
Lakewood's home prices are partly influenced by vacancy rates. Lakewood's current vacancy rate is approximately 3.7%. The vacancy rate data is from the State of California, Department of Finance (DOF), "Table E-5 Population and Housing Estimates for Cities, Counties, and the State, January 2011-2019, with 2010 Benchmarks." The DOF bases their vacancy rates on 2010 Census benchmark data, and adjusts the data on an annual basis going back to 2010 by incorporating directional changes described by the latest available American Community Survey data. Accordingly, the vacancy rates in Table 4 in this annual report may differ from the vacancy rates in previous annual reports. The DOF does not use foreclosure data or other housing market indicators to adjust their vacancy rates. Table 3 and Chart 1 below illustrates Lakewood's median home prices. Table 4 illustrates Lakewood's vacancy rate by year.

Table 3: Median Home Prices in Lakewood

Year	Median Home Price (1)
January 1997	164,000
January 1998	178,500
January 1999	197,900
January 2000	210,000
January 2001	236,500
January 2002	268,957 (2)
February 2003	288,500
May 2004	420,000
July 2005	517,000
February 2006	550,000
February 2007	515,000
January 2008	414,500
January 2009	367,500
January 2010	390,000
January 2011	352,500
January 2012	356,250
2013 Q1	380,000
2014 Q1	435,000
2015 Q1	460,000
2016 Q1	496,000
2017 Q1	540,000
2018 Q1	568,000
2019 Q	565,000

Sources: (1) California Association of Realtors, 1997-2001 & 2003-2012. 2013-2017. HdL – Los Angeles County Sales History – Q1 of 2013-2018.
(2) Average provided by GRC Associates study, October 21, 2002.

Chart 1: Lakewood's Median Home Prices



Sources: (1) California Association of Realtors, 1997-2001 & 2003-2012. 2013-2017. HdL – Los Angeles County Sales History – Q1 of 2013-2018. (2) Average provided by GRC Associates study, October 21, 2002.

Table 4: Vacancy Rates in Lakewood

Year	Vacancy Rate
January 1997	2.58
January 1998	2.58
January 1999	2.58
January 2000	2.59
January 2001	1.67
January 2002	1.67
February 2003	1.67
May 2004	1.67
July 2005	1.67
February 2006	1.67
February 2007	1.67
January 2008	1.67
January 2009	1.67
April 2010	3.4
January 2011	3.4
January 2012	3.6
January 2013	3.9
January 2014	3.7
January 2015	3.7
January 2016	3.7
January 2017	3.7
January 2018	3.7
January 2019	3.7

Source: State of California, Department of Finance, *E-5 Population and Housing Estimates for Cities, Counties, and the State, January 2011- 2019, with 2010 Benchmark.* http://www.dof.ca.gov/Forecasting/Demographics/Estimates/E-5/ Sacramento, California. (Note: The DOF revises previous vacancy rate estimates going back to 2010).

Commercial and Industrial Development

A goal of the Land Use Element is to preserve Lakewood's residential character. A critical component necessary to maintain this character is to provide a commercial component for the convenience and enjoyment of residents. Commercial activity supplies the economic resources needed to provide important services. Thus, commercial development and commercial land investment activities continue to be high priorities in Lakewood. These activities are in support of the economic goals contained within the Land Use Element by encouraging the expansion and reuse of commercial and manufacturing buildings in Lakewood. The table below lists of some of the commercial, industrial, and institutional projects, and their project status during 2019.

Table 5: Selected Commercial, Industrial, and Institutional Activity in 2019

Project Name	Site Address	Project Size*	Project Status
Commercial Activity			
Andy's Express Wash/ Mac's Automotive	6741-6745 Carson Street	1.11 acres - NB	Project Complete
John's Shop Rite Pharmacy	4333 South Street	9,418 sq. ft. – TI	Project Complete
Mathnasium	4431 Candlewood St.	2,000 sq. ft. - TI	Project Complete
Boot World	5531 Del Amo Blvd.	1,500 sq. ft. – TI	Project Complete
Rayes Auto Service	11827 Centralia Street	3,866 sq. ft. – NB	Project Complete
Collaborative Coffee Shop	4836 Paramount Blvd.	1,118 sq. ft. – TI	Project Complete
Ferraro's Restaurant	6759 Carson Street	1,000 sq. ft. – TI	Project Complete
Friar Tux	5514 Del Amo Blvd.	4,400 sq. ft. – TI	Project Complete
Hiccups/Churroholic	5001 Candlewood Street	2,608 sq. ft. – TI	Project Complete
Panda Express	2718 Carson Street	1,629 sq. ft. – TI	Under Construction
Timmon's Subaru	3700 Cherry Avenue	66,707 sq. ft. – NB	Under Construction
Luna Grill	4419 Candlewood Street	2,905 sq. ft. – TI	In Plan Check
Carwood Carwash remodel	2729 Carson Street	0.79 acres - BA	Approved by PEC
Industrial and Institutional Activity			
LIUNA – Laborer's Local 1309	3971 Pixie Avenue	5,500 sq. ft. – TI	Project Complete
YMCA Gymnastic Center	4126 South Street	3,760 sq. ft. – TI	Project Complete
True Jesus Church – new sanctuary	21225 Bloomfield Ave.	8,060 sq. ft. - NB	Under Construction
Cityline Church	6236 Woodruff Ave.	3.09 acres - BA	Under Construction
A&W Collision	2400 Carson Street	38,570 sq. ft. - TI	Plan Check

*BA = Building Addition, NB = New Building, TI = Tenant Improvement.

Land Use and Flood Zones

Government Code Section 65302 requires an annual review of the land use element for those areas subject to flooding identified by flood plain mapping prepared by the Federal Emergency Management Agency (FEMA) or the State Department of Water resources (DWR). Lakewood refers to the Flood Insurance Rate Maps (FIRMs) from FEMA. The flood risk for Lakewood is generally low because nearly the entire City is included in FEMA Flood Zone X, which includes areas protected from the 100-year flood by levees and other flood control structures and areas where the 100-year flood depth is less than one foot. A small portion of Lakewood, located entirely within the banks of the San Gabriel River, is designated Zone A, which is an area subject to inundation in the 1% annual chance flood. The area within the banks of the San Gabriel River is within Flood Zone A. This same area is in the O-S (Open

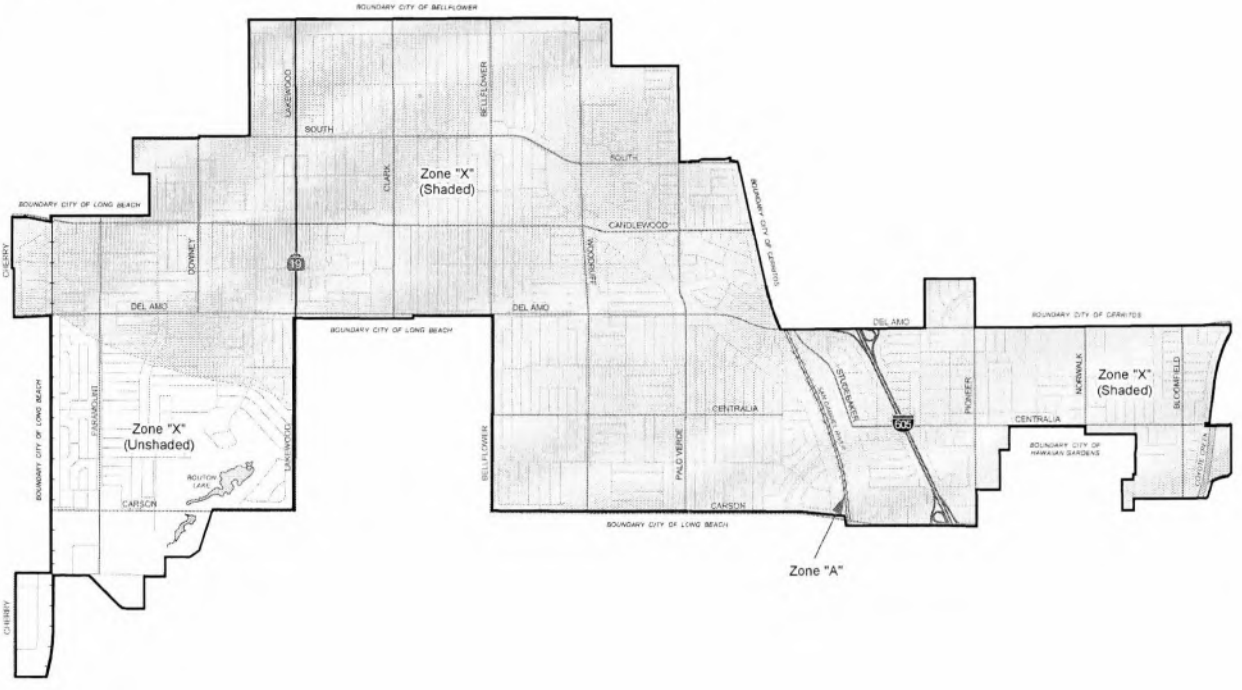
Space) zone and the City prohibits residential development within this area in any case. FEMA's flood zone classification has two subcategories for Zone X:

1. Zone X (shaded area on FIRM): Areas of 0.2% annual chance flood; areas of 1% annual flood with average depths less than one foot or with drainage areas less than one square mile; and areas protected by levees from 1% annual flood.

2. Zone X (unshaded area on FIRM): Areas determined to be outside the 0.2% annual flood.

Nearly all of Lakewood is within Flood Zone X as shown in Figure 1 below. The 1% annual chance flood, which is also known as the 100-year flood, means that there is a 1% chance each year of a flood of this severity or greater. A 1% annual chance flood has about a 26% chance of occurring in a 30-year time period. The 0.2% annual flood, which is also known as the 500-year flood, means that there is a 0.2% chance each year of a flood of this severity or greater. Statistically, a 0.2% annual chance flood has nearly a 6% chance of occurring in a 30-year time period. The Zone X (shaded area) area includes almost the entire City, except for a small area in the southwest corner of the City, which is designated as Zone X (unshaded area) and the area within the banks of the San Gabriel River (Zone A).

Figure 1: FEMA Floodplain Designations for Lakewood



Circulation Element

The focus of the Circulation Element is to promote the efficient movement of people and goods. Accordingly, Lakewood continues to make improvements to its system of streets and roadways as it carries out the goals of the Circulation Element. There are 200 miles of streets in the City. In 2019, the City repaved Woodruff Avenue, a major arterial street 2.5 miles long with an Average Daily Traffic of 22,000 vehicles, at a cost of nearly $2,000,000. The City continues to repair damaged sidewalks.

Housing Element

The focus of the Housing Element is to identify and make provisions for existing and projected housing needs. The Housing Element is an official policy statement with regards to the types and quantities of housing to be provided, it analyzes existing housing conditions in light of the constraints that are faced by the housing market, and it identifies opportunities for improving and expanding Lakewood's housing supply. Lakewood's Housing Element was adopted on August 13, 2013 and was certified by the State of California Department of Housing and Community Development (HCD) on October 9, 2013. The Southern California Association of Governments (SCAG) periodically assigns a Regional Housing Needs Assessment (RHNA) figure to each local jurisdiction to help accommodate regional population growth to help accommodate regional population growth.

The planning cycle for housing elements throughout California changed after the implementation of SB 375. The current (5th) RHNA planning cycle for this region covers an eight-year period from October 1, 2013 to October, 2021. Lakewood's Housing Element demonstrated that no general plan amendments or zone changes are necessary during this RHNA planning cycle with respect to density or residential land uses in order to accommodate the 403 dwelling units as assigned by the RHNA process. The Land Use Element section of this report contains information relating to the number of dwelling units that were planned, under construction, or completed during this reporting period. The tables below show the distribution of the units based on income category for Lakewood's RHNA allocation.

To identify how much of a household's income may be used towards rent or mortgage, households are categorized based on their percentage of median household income. According to the 2010 U.S. Census, Lakewood's median household size is 2.58 (rounded up to three persons). HCD State Income Limits for 2019 specifies that the median income for a four-person household in Los Angeles County is $73,100, which is based on federal income limits published by the U.S. Department of Housing and Urban Development (HUD) (https://www.hcd.ca.gov/grants-funding/income-limits/state-and-federal-income-limits/docs/Income-Limits-2019.pdf).

Next, the income threshold of each income category is defined as a percentage of the Category Median (30, 50, 60, 70, and 120%) and adjusted by HCD to reflect the annual income of that income category. The adjusted income is then multiplied by .3 to determine the percentage of income available for rent or mortgage, and then divided by 12 months to determine the maximum amount available for monthly rent or mortgage. This information is then used to classify new residential projects described in Tables 6A-6C below into the different income categories.

Table 6A: Lakewood's RHNA Allocation Plan: 2014-2021

Category	Number of Households	Percentage
Extremely Low Income	48	11.9%
Very Low Income	59	14.6%
Low Income	63	15.6%
Moderate Income	67	16.6%
Above Moderate Income	166	41.2%
Total	**403**	**100%**

Source: Lakewood 2013-2021 Housing Element

Table 6B: Affordable Housing Costs - Rental

Income category (figured for a four-person household)	% of median income for each category	Adjusted annual income	30% of income used for rent (annual)	30% of income used for rent (monthly)
Extremely Low	30%	$31,300.00	$9,390.00	$782.50
Very Low Income	50%	$52,200.00	$15,660.00	$1,305.00
Low Income	60%	$83,500.00	$25,050.00	$2,087.50
Moderate Income	120%	$87,700.00	$26,310.00	$2,192.50
Category Median (unadjusted)		$73,100.00		

Table 6C: Affordable Housing Costs - Ownership

Income category (figured for a four-person household)	% of median income for each category	Adjusted annual income	30% of income used for mortgage (annual)	30% of income used for mortgage (monthly)
Extremely Low	30%	$31,300.00	$9,390.00	$782.50
Very Low Income	50%	$52,200.00	$15,660.00	$1,305.00
Low Income (1)	70%	$83,500.00	$25,050.00	$2,087.50
Moderate Income (2)	120%	$87,700.00	$30,695.00	$2,557.92
Category Median (unadjusted)		$73,100.00		

Table 6C Notes

(1) Lower income exceeding median income is an anomaly just for Los Angeles County due to HUD historical high cost adjustments to median incomes. Household lower income figures are derived based on very-low income figures not adjusted by HUD to account for any exceptions.

(2) For the moderate income category 35% of annual income is used towards mortgage instead of 30%.

The reporting regulations require information on the Housing Element be prepared and submitted in a specific format as prescribed by HCD (see Tables A through F described below). AB 879, AB 1486, and SB 35 added new data requirements for the Housing Element Annual Progress Reports (APRs) by amending Government Code Section 65400. The Annual Progress Report must include information such as comprehensive data for each new housing development including household income level, density, milestones as projects move through the approval process through completion, affordability,

and whether government assistance or special programs were used in development of each project. A brief description for each HCD Table is shown below. During 2019, 21 new dwelling units were to Lakewood's housing stock as shown on the HCD Tables below. Only units that for which a building permit was issued during 2019 are counted as being added for this review period. Table 7 below provides a detailed list of those housing units.

Table 7: Housing Units Added for this Review Period

Project Address	Units to be Constructed	Units to be Demolished	Net Gain of Units	Project Status	Type of Project
5435-37 Premiere Ave.	1	0	+1	Project Complete	New ADU
6110-12 Eastbrook Ave.	1	0	+1	Under Construction	New ADU
20729-31 Ibex Ave.	1	0	+1	Project Complete	New ADU
5459-61 Ashworth St.	1	0	+1	Under Construction	New ADU
4652-54 Hackett Ave.	1	0	+1	Under Construction	New ADU
6032-34 Hersholt Ave.	1	0	+1	Under Construction	New ADU
6027-29 Del Amo Bl.	1	0	+1	Plan Check	New ADU
4370-72 Adenmoor Ave.	1	0	+1	Plan Check	New ADU
4335-37 Ladoga Ave.	1	0	+1	Under Construction	New ADU
4230-32 Los Coyotes Bl.	1	0	+1	Under Construction	New ADU
11736 ½ 209th St.	1	0	+1	Under Construction	New ADU
5827-29 Eastbrook Ave.	1	0	+1	Under Construction	New ADU
4803-05 Ocana Ave.	1	0	+1	Under Construction	New ADU
6128-30 Premiere Ave.	1	0	+1	Under Construction	New ADU
4148-50 Lakewood Dr.	1	0	+1	Plan Check	New ADU
6043-45 Hersholt Ave.	1	0	+1	Project Complete	New ADU
11651-53 208th St.	1	0	+1	Plan Check	New ADU
4433-35 Briercrest Ave.	1	0	+1	Plan Check	New ADU
6657-59 Dashwood St.	1	0	+1	Under Construction	New ADU
4413-15 Palo Verde Ave.	1	0	+1	Under Construction	New ADU
5228-30 Montair Ave.	1	0	+1	Plan Check	New ADU
Total number of housing units:			21		

Table A – Housing Development Applications Submitted.
This table only includes data on housing units and developments for which an application was submitted (and deemed complete) between January 1st and December 31st of the reporting year. An "application" is a formal submittal of a project for approval. This application is either an application for a discretionary entitlement, or where only a ministerial process is required (e.g., zoned by right), the application for a building permit. This table is shown below.

Table A2, TABS 1-4 - Annual Building Activity Report Summary - New Construction, Entitled, Permits and Completed Units.
This table requires information for very low, low, moderate and above moderate income housing affordability categories and for mixed-income projects. Includes data on net new housing units and developments that have received any one of the following: an entitlement, a building permit or a certificate of occupancy or other form of readiness that was issued during the reporting year. This table is shown below.

Table B - Regional Housing Needs Allocation Progress – Permitted Units Issued By Affordability.
Table B is a summary of prior permitting activity in the current planning cycle, including permitting activity for the calendar year being reported. Table B also includes data reported to HCD from prior Annual Progress Reports. This table is shown below.

Table C - Sites Identified or Rezoned to Accommodate Shortfall Housing Need.
This table does not apply to Lakewood and applies only to other cities or counties that HCD identified as having unaccommodated need of sites from the previous Housing Element cycle. Accordingly, this table is not included in this report.

Table D - Program Implementation Status pursuant to Government Code Section 65583.
This table describes the implementation status of those programs that support Lakewood's Housing Element. This table is shown below.

Table E - Commercial Development Bonus Approved pursuant to Government Code Section 65915.7.
This table does not apply to Lakewood, rather it applies to cities where an applicant was granted approval of a commercial development and had entered into an agreement with that city for partnered housing to contribute affordable housing through a joint project or two separate projects encompassing affordable housing in exchange for a commercial development bonus. Accordingly, this table is not included in this report.

Table F - Units Rehabilitated, Preserved and Acquired for Alternative Adequate Sites pursuant to Government Code Section 65583.1.(c)(2).
This table does not apply to Lakewood. This table may be used to report dwelling units that have been substantially rehabilitated, converted from non-affordable to affordable by acquisition, and preserved consistent with the standards set forth in Government Code. Accordingly, this table is not included in this report.

TABLE A

Jurisdiction	Lakewood	
Reporting Year	2019	(Jan. 1 - Dec. 31)

ANNUAL ELEMENT PROGRESS REPORT
Housing Element Implementation
(CCR Title 25 §6202)

Note: "+" indicates an optional field
Cells in grey contain auto-calculation formulas

Table A
Housing Development Applications Submitted

Project Identifier					Unit Types		Date Application Submitted	Proposed Units - Affordability by Household Incomes								Total Approved Units by Project	Total Disapproved Units by Project	Streamlining	Notes
1					2	3	4	5							6	7	8	9	10
Prior APN*	Current APN	Street Address	Project Name*	Local Jurisdiction Tracking ID*	Unit Category (SFA,SFD,2 to 4,5+,ADU,MH)	Tenure R=Renter O=Owner	Date Application Submitted	Very Low-Income Deed Restricted	Very Low-Income Non Deed Restricted	Low-Income Deed Restricted	Low-Income Non Deed Restricted	Moderate-Income Deed Restricted	Moderate-Income Non Deed Restricted	Above Moderate-Income	Total PROPOSED Units by Project	Total APPROVED Units by project	Total DISAPPROVED Units by Project (Auto-calculated Can Be Overwritten)	Was APPLICATION SUBMITTED Pursuant to GC 65913.4(b)? (SB 35 Streamlining)	Notes*
Summary Row: Start Data Entry Below								0	10	0	5	0	0	0	21	21	0	0	
7170004018	7170004018	5437 Premiere Ave.	n/a	8871	ADU	R	1/23/2019		1						1	1	0	No	Project Complete
															0		0		
7165020069	7165020069	6112 Eastbrook Ave.	n/a	8847	ADU	R	3/20/2019		1						1	1	0	No	Under Construction
7058024001	7058024001	20731 Ibex Ave.	n/a	8776	ADU	R	1/4/2019				1				1	1	0	No	Project Complete
7167034017	7167034017	5481 Aitheorth St.	n/a	8872	ADU	R	1/24/2019				1				1	1	0	No	Project Complete
7061029011	7061029011	4464 Hackett Ave.	n/a	8974	ADU	R	8/16/2019		1						1	1	0	No	Under Construction
7167024007	7167024007	6054 Hershalt Ave.	n/a	8839	ADU	R	6/27/2019		1						1	1	0	No	Under Construction
7167010027	7167010027	6029 Del Amo Blvd.	n/a	8886	ADU	R	10/22/2019				1				1	1	0	No	Plan Check
7178003017	7178003017	4372 Adenmoor Ave.	n/a	8921	ADU	R	5/15/2019		1						1	1	0	No	Project Complete
7062009025	7062009025	4337 Ladoga Ave.	n/a	8980	ADU	R	10/3/2019		1						1	1	0	No	Under Construction
7063018006	7063018006	4232 Los Coyotes Blvd.	n/a	8982	ADU	R	10/8/2019				1				1	1	0	No	Under Construction
7059024025	7059024025	11736 1/2 207th St.	n/a	8969	ADU	R	8/19/2019		1						1	1	0	No	Under Construction
7165010015	7165010015	5829 Eastbrook Ave.	n/a	8936	ADU	R	6/28/2019		1						1	1	0	No	Under Construction
7179008002	7179008002	4806 Ocana Ave.	n/a	8950	ADU	R	6/28/2019				1				1	1	0	No	Under Construction
7167010008	7167010008	6130 Premiere Ave.	n/a	8958	ADU	R	7/19/2019		1						1	1	0	No	Under Construction
															0		0		
7150028004	7150028004	4150 Lakewood Dr.	n/a	8967	ADU	R	9/13/2019		1						1	1	0	No	Under Construction
7167019022	7167019022	6045 Hershalt Ave.	n/a	8973	ADU	R	8/22/2019		1						1	1	0	No	Project Complete
7059014007	7059014007	11653 208th St.	n/a	8981	ADU	R	12/12/2019		1						1	1	0	No	Plan Check
7178002007	7178002007	4435 Briercrest Ave.	n/a	8979	ADU	R	10/31/2019		1						1	1	0	No	Plan Check
7048014032	7048014032	6659 Dashwood St.	n/a	8998	ADU	R	9/17/2019		1						1	1	0	No	Under Construction
															0		0		
7177014002	7177014002	4415 Palo Verde Ave.	n/a	9012	ADU	R	10/14/2019		1						1	1	0	No	Under Construction
7177014002	7177014002	5230 Montair Ave.	n/a	8993	ADU	R	10/28/2019		1						1	1	0	No	Under Construction

TABLE A2, TAB 1

Table A2

Annual Building Activity Report Summary - New Construction, Entitled, Permits and Completed Units

Project Identifier					Unit Types		Affordability by Household Incomes - Completed Entitlement								
1					2	3	4							5	6
Prior APN*	Current APN	Street Address	Project Name*	Local Jurisdiction Tracking ID*	Unit Category (SFA,SFD,2 to 4,5+,ADU,MH)	Tenure R=Renter O=Owner	Very Low-Income Deed Restricted	Very Low-Income Non Deed Restricted	Low- Income Deed Restricted	Low- Income Non Deed Restricted	Moderate-Income Deed Restricted	Moderate-Income Non Deed Restricted	Above Moderate-Income	Entitlement Date Approved	# of Units issued Entitlements
Summary Row: Start Data Entry Below							0	16	0	5	0	0	0		21
7170004018	7170004018	5437 Premiere Ave.	n/a	8871	ADU	R		1						1/23/2019	1
															0
7165020069	7165020069	6112 Eastbrook Ave.	n/a	8847	ADU	R		1						3/20/2019	1
7058024001	7058024001	20731 Ibex Ave.	n/a	8776	ADU	R				1				1/4/2019	1
7167034017	7167034017	5461 Ashworth St.	n/a	8872	ADU	R				1				1/24/2019	1
7061029011	7061029011	4654 Hackett Ave.	n/a	8974	ADU	R		1						8/16/2019	1
7167024007	7167024007	6034 Hersholt Ave.	n/a	8839	ADU	R		1						6/27/2019	1
7167010027	7167010027	6029 Del Amo Blvd.	n/a	8886	ADU	R				1				10/22/2019	1
7178003017	7178003017	4372 Adenmoor Ave.	n/a	8921	ADU	R		1						5/15/2019	1
7062009025	7062009025	4337 Ladoga Ave.	n/a	8980	ADU	R		1						10/2/2019	1
7063018006	7063018006	4232 Los Coyotes Blvd.	n/a	8982	ADU	R				1				10/8/2019	1
7059024025	7059024025	11736 1/2 209th St.	n/a	8969	ADU	R		1						8/19/2019	1
7165010015	7165010015	5829 Eastbrook Ave.	n/a	8936	ADU	R		1						6/26/2019	1
7175008002	7175008002	4805 Ocana Ave.	n/a	8950	ADU	R				1				8/26/2019	1
7167010008	7167010008	6130 Premiere Ave.	n/a	8958	ADU	R		1						7/19/2019	1
															0
7150028004	7150028004	4150 Lakewood Dr.	n/a	8967	ADU	R		1						9/13/2019	1
7167019022	7167019022	6045 Hersholt Ave.	n/a	8973	ADU	R		1						8/22/2019	1
7059014007	7059014007	11653 208th St.	n/a	8981	ADU	R		1						12/12/2019	1
7178002007	7178002007	4435 Briercrest Ave.	n/a	8979	ADU	R		1						10/31/2019	1
7048014032	7048014032	6659 Dashwood St.	n/a	8998	ADU	R		1						9/17/2019	1
															0
7177014002	7177014002	4415 Palo Verde Ave.	n/a	9012	ADU	R		1						10/14/2019	1
7177014002	7177014002	5230 Montair Ave.	n/a	8993	ADU	R		1						10/28/2019	1

TABLE A2, TAB 2

Table A2															
Annual Building Activity Report Summary - New Construction, Entitled, Permits and Completed Units															
Project Identifier					Unit Types		Affordability by Household Incomes - Completed Entitlement								
1					2	3	4							5	6
Prior APN*	Current APN	Street Address	Project Name*	Local Jurisdiction Tracking ID*	Unit Category (SFA,SFD,2 to 4,5+,ADU,MH)	Tenure R=Renter O=Owner	Very Low-Income Deed Restricted	Very Low-Income Non Deed Restricted	Low-Income Deed Restricted	Low-Income Non Deed Restricted	Moderate-Income Deed Restricted	Moderate-Income Non Deed Restricted	Above Moderate-Income	Entitlement Date Approved	# of Units issued Entitlements
Summary Row: Start Data Entry Below							0	16	0	5	0	0	0		21
7170004018	7170004018	5437 Premiere Ave.	n/a	8871	ADU	R		1						1/23/2019	1
															0
7165020069	7165020069	6112 Eastbrook Ave.	n/a	8847	ADU	R		1						3/20/2019	1
7058024001	7058024001	20731 Ibex Ave.	n/a	8776	ADU	R				1				1/4/2019	1
7167034017	7167034017	5461 Ashworth St.	n/a	8872	ADU	R				1				1/24/2019	1
7061029011	7061029011	4654 Hackett Ave.	n/a	8974	ADU	R		1						8/16/2019	1
7167024007	7167024007	6034 Hersholt Ave.	n/a	8839	ADU	R		1						6/27/2019	1
7167010027	7167010027	6029 Del Amo Blvd.	n/a	8886	ADU	R				1				10/22/2019	1
7178003017	7178003017	4372 Adenmoor Ave.	n/a	8921	ADU	R		1						5/15/2019	1
7062009025	7062009025	4337 Ladoga Ave.	n/a	8980	ADU	R		1						10/2/2019	1
7063018006	7063018006	4232 Los Coyotes Blvd.	n/a	8982	ADU	R				1				10/8/2019	1
7059024025	7059024025	11736 1/2 209th St.	n/a	8969	ADU	R		1						8/19/2019	1
7165010015	7165010015	5829 Eastbrook Ave.	n/a	8936	ADU	R		1						6/26/2019	1
7175008002	7175008002	4805 Ocana Ave.	n/a	8950	ADU	R				1				8/26/2019	1
7167010008	7167010008	6130 Premiere Ave.	n/a	8958	ADU	R		1						7/19/2019	1
															0
7150028004	7150028004	4150 Lakewood Dr.	n/a	8967	ADU	R		1						9/13/2019	1
7167019022	7167019022	6045 Hersholt Ave.	n/a	8973	ADU	R		1						8/22/2019	1
7059014007	7059014007	11653 208th St.	n/a	8981	ADU	R		1						12/12/2019	1
7178002007	7178002007	4435 Briercrest Ave.	n/a	8979	ADU	R		1						10/31/2019	1
7048014032	7048014032	6659 Dashwood St.	n/a	8998	ADU	R		1						9/17/2019	1
															0
7177014002	7177014002	4415 Palo Verde Ave.	n/a	9012	ADU	R		1						10/14/2019	1
7177014002	7177014002	5230 Montair Ave.	n/a	8993	ADU	R		1						10/28/2019	1

TABLE A2, TAB 3

Table A2

Annual Building Activity Report Summary - New Construction, Entitled, Permits and Completed Units

Project Identifier			Affordability by Household Incomes - Certificates of Occupancy								
			10							11	12
Current APN	Street Address	Project Name*	Very Low-Income Deed Restricted	Very Low-Income Non Deed Restricted	Low- Income Deed Restricted	Low- Income Non Deed Restricted	Moderate-Income Deed Restricted	Moderate-Income Non Deed Restricted	Above Moderate-Income	Certificates of Occupancy or other forms of readiness (see instructions) Date Issued	# of Units issued Certificates of Occupancy or other forms of readiness
			0	2	0	1	0	0	0		3
7170004018	5437 Premiere Ave.	n/a		1						9/30/2019	1
											0
7165020069	6112 Eastbrook Ave.	n/a									0
7058024001	20731 Ibex Ave.	n/a				1				8/7/2019	1
7167034017	5461 Ashworth St.	n/a				1				2/3/2020	1
7061029011	4654 Hackett Ave.	n/a									0
7167024007	6034 Hersholt Ave.	n/a									0
7167010027	6029 Del Amo Blvd.	n/a									0
7178003017	4372 Adenmoor Ave.	n/a		1						2/10/2020	1
7062009025	4337 Ladoga Ave.	n/a									0
7063018006	4232 Los Coyotes Blvd.	n/a									0
7059024025	11736 1/2 209th St.	n/a									0
7165010015	5829 Eastbrook Ave.	n/a									0
7175008002	4805 Ocana Ave.	n/a									0
7167010008	6130 Premiere Ave.	n/a									0
											0
7150028004	4150 Lakewood Dr.	n/a									0
7167019022	6045 Hersholt Ave.	n/a		1						11/18/2019	1
7059014007	11653 208th St.	n/a									0
7178002007	4435 Briercrest Ave.	n/a									0
7048014032	6659 Dashwood St.	n/a									0
											0
7177014002	4415 Palo Verde Ave.	n/a									0
7177014002	5230 Montair Ave.	n/a									0

TABLE A2, TAB 4

Table A2

Annual Building Activity Report Summary - New Construction, Entitled, Permits and Completed Units

Project Identifier			Affordability by Household Incomes - Certificates of Occupancy								
			10							11	12
Current APN	Street Address	Project Name*	Very Low-Income Deed Restricted	Very Low-Income Non Deed Restricted	Low- Income Deed Restricted	Low- Income Non Deed Restricted	Moderate-Income Deed Restricted	Moderate-Income Non Deed Restricted	Above Moderate-Income	Certificates of Occupancy or other forms of readiness (see instructions) Date Issued	# of Units issued Certificates of Occupancy or other forms of readiness
			0	2	0	1	0	0	0		3
7170004018	5437 Premiere Ave.	n/a		1						9/30/2019	1
											0
7165020069	6112 Eastbrook Ave.	n/a									0
7058024001	20731 Ibex Ave.	n/a				1				8/7/2019	1
7167034017	5461 Ashworth St.	n/a				1				2/3/2020	1
7061029011	4654 Hackett Ave.	n/a									0
7167024007	6034 Hersholt Ave.	n/a									0
7167010027	6029 Del Amo Blvd.	n/a									0
7178003017	4372 Adenmoor Ave.	n/a		1						2/10/2020	1
7062009025	4337 Ladoga Ave.	n/a									0
7063018006	4232 Los Coyotes Blvd.	n/a									0
7059024025	11736 1/2 209th St.	n/a									0
7165010015	5829 Eastbrook Ave.	n/a									0
7175008002	4805 Ocana Ave.	n/a									0
7167010008	6130 Premiere Ave.	n/a									0
											0
7150028004	4150 Lakewood Dr.	n/a									0
7167019022	6045 Hersholt Ave.	n/a		1						11/18/2019	1
7059014007	11653 208th St.	n/a									0
7178002007	4435 Briercrest Ave.	n/a									0
7048014032	6659 Dashwood St.	n/a									0
											0
7177014002	4415 Palo Verde Ave.	n/a									0
7177014002	5230 Montair Ave.	n/a									0

TABLE B

Jurisdiction	Lakewood	
Reporting Year	2019	(Jan. 1 - Dec. 31)

ANNUAL ELEMENT PROGRESS REPORT
Housing Element Implementation
(CCR Title 25 §6202)

This table is auto-populated once you enter your jurisdiction name and current year data. Past year information comes from previous APRs.

Please contact HCD if your data is different than the material supplied here

Table B
Regional Housing Needs Allocation Progress
Permitted Units Issued by Affordability

Income Level		1	2									3	4
		RHNA Allocation by Income Level	2013	2014	2015	2016	2017	2018	2019	2020	2021	Total Units to Date (all years)	Total Remaining RHNA by Income Level
Very Low	Deed Restricted	107										22	85
	Non-Deed Restricted							9	13				
Low	Deed Restricted	63										4	59
	Non-Deed Restricted								4				
Moderate	Deed Restricted	67										1	66
	Non-Deed Restricted							1					
Above Moderate		166			52	20	47					119	47
Total RHNA		403											
Total Units					52	20	47	10	17			146	257

Note: units serving extremely low-income households are included in the very low-income permitted units totals
Cells in grey contain auto-calculation formulas

TABLE D

ANNUAL ELEMENT PROGRESS REPORT
Housing Element Implementation
(CCR Title 25 §6202)

Jurisdiction	Lakewood	
Reporting Year	2019	(Jan. 1 - Dec. 31)

Table D
Program Implementation Status pursuant to GC Section 65583

Housing Programs Progress Report
Describe progress of all programs including local efforts to remove governmental constraints to the maintenance, improvement, and development of housing as identified in the housing element.

1	2	3	4
Name of Program	Objective	Timeframe in H.E	Status of Program Implementation
Housing Preservation and Improvement	These programs address affordability, conditions, quantity, and accessibility for preserving and improving housing.	Annual	Ongoing.
Housing Production Program	Programs that encourage and promote housing production.	Annual	Ongoing.
Housing Assistance Program	Provides affordable housing through assistance programs to offset impacts from inability to construct housing.	Annual	Ongoing.
Units At-Risk Preservation Programs	Provides affordable housing through assistance programs to offset impacts from inability to construct housing.	Annual	Ongoing.
Special Housing Needs	Provides for fair housing and short term urgent housing.	Annual	Ongoing.
Housing Information	Inform and promote use of Lakewood housing programs.	Annual	Ongoing.

SB-2 Application

In 2019 the City applied for a grant under SB-2 which is designed to provide a permanent source of funding to increase housing production state-wide. Lakewood is eligible to apply for the grant because it has a certified Housing Element, has consistently submitted a general plan Annual Progress Report, and submitted an application that demonstrated a nexus to accelerating housing production consistent with state planning priorities. Lakewood's application package consists of three programs: A Gateway Cities Council of Government (GCCOG) Assessment, an Expedited Approval Program, and an Administrative Cost Recovery program. Each of these programs are discussed in further detail below.

I. GCCOG Assessment - The Gateway Cities Council of Governments (GCCOG) is an active partner with the Gateway Cities on this grant opportunity. GCCOG pledged to dedicate a maximum of 1% of the grant award to be used to help fund a regional planner position with expertise in housing. The scope of work of this GCCOG position is to help cities promote and accelerate housing production through a variety of measures such as creating shared informational resources and identifying best practices from inside and outside the region. The GCCOG regional planner will develop educational materials on housing production practices and policies that are tailored to Gateway Cities, such as guides and fact sheets to fill knowledge and capacity gaps, and engage in meetings and workshops to share and leverage resources. The GCCOG planner will help Gateway Cities staff better understand topics and processes regarding affordable housing production, tax credits, land acquisition policies and practices, and options for funding.
II. Expedited Approval Program - The City will replace the existing Community Development Department/Public Works Department public counter with a new public counter area. Currently, plans for new dwellings and other projects which need to be reviewed or which are being submitted to plan check are delayed due to capacity and design ineffectiveness which can result in project delays. The new public counter area would offer greater capacity to accommodate multiple customers at a time which will increase efficiency and thereby encourage development of new housing units.
III. Administrative Cost Recovery - Up to 5% may be used towards City administrative costs necessary to carry out SB 2 program activities.

If awarded a grant, the City will receive funds on a reimbursement basis. After the application is accepted by HCD, the City must then expend its own funds to carry out each program and then request reimbursement from HCD. The grant application deadline was November 30, 2019, and the end of the grant term (deadline to complete expenditures) is June 30, 2022. The SB 2 program is an ongoing funding source. In the current program year, 50% of the funds collected are being made available to local governments for planning purposes. In subsequent years, SB 2 funding will be administered as the PLHA program (Permanent Local Housing Allocation) program. It is anticipated that there will be two types of assistance under PLHA:

1. Formula grants to entitlement and non-entitlement jurisdictions based on the formula prescribed under federal law for the Community Development Block Grant.

2. Competitive grants to non-entitlement jurisdictions. Funding amounts will vary based on annual revenues to the Building Homes and Jobs Trust Fund.

Staff expects this may be an ongoing funding stream to help support the Gateway Cities member jurisdictions. HCD is developing guidelines for how the future years of funding will be apportioned to local governments.

Conservation Element

The Conservation Element focuses on the protection and management of local resources, including water for domestic use, and solid waste reduction and recycling. The City continues to reduce its solid waste stream in compliance with Assembly Bill 939 by implementing various recycling programs and through public education campaigns.

There has been a net reduction in the City of Lakewood's domestic water usage from 9,157 acre-feet in 1995 to 6,716 acre-feet in 2019. With this reduction, the city sold water to neighboring water agencies, primarily the City of Long Beach and Golden State Water Company in the past two years to offset our decrease in domestic water sales. Table 8 reflects the total amount of water pumped from the Central Groundwater Basin and includes the amount of water pumped and then sold via interconnection to the City of Long Beach and Golden State Water Company.

The reduction in water use throughout the City's service area is due to a combination of causes, including reductions in response to recurring drought conditions and regulations. In April 2017, Governor Brown, Jr. declared an end to California's five-year historic drought. This lifted emergency conservation regulations that required water agencies to reduce their water use. Lakewood was initially required to reduce water use by 20 percent and after the adoption of statewide water conservation approach, a localized "stress test" was implemented. Later, the "stress test" allowed Lakewood to prove that it had an additional three-year water supply available with the assumption that there would be three more dry years like the ones the state experienced from 2012 to 2015. As such, Lakewood was no longer obligated to meet the water conservation percent measures. This reduced the mandatory requirements for Lakewood water conservation percent from 20 to zero.

Table 8: Annual Water Usage

Fiscal Year	Recycled Water (Acre feet)	% Change From Previous Year	Domestic Water (Acre feet)	% Change From Previous Year
1995-1996	399	-	9,157	-
1996-1997	496	24.31%	9,446	3.15%
1997-1998	367	-26.01%	8,613	-8.81%
1998-1999	421	14.71%	8,913	3.48%
1999-2000	477	13.3%	9,167	2.85%
2000-2001	404	-15.3%	8,758	-4.46%
2001-2002	444	9.9%	9,239	5.49%
2002-2003	441	-0.68%	9,024	-2.33%
2003-2004	422	-4.34%	9,494	5.21%
2004-2005	352	-16.45%	8,869	-6.58%
2005-2006	374	6.04%	9,234	4.11%
2006-2007	463	24.01%	9,965	7.92%
2007-2008	457	1.4%	9,472	-4.95%

2008-2009	401	-12.35%	8,679	-8.37%
2009-2010	444	10.7%	8,158	-6.38%
2010-2011	439	-1.35%	7,752	-4.98%
2011-2012	473	7.85%	8,061	3.98%
2012-2013	524	10.78%	8,219	1.96%
2013-2014	580	10.77%	8,458	2.91%
2014-2015	491	-18.13%	7,681	-10.12%
2015-2016	503	2.36%	7,087	-7.73%
2016-2017	479	-4.71%	6,967 (1)	-1.69%
2017-2018	500	4.38%	9,136 (2)	31.13%
2018-2019	388	-28.87%	6,716	-36.03%

Source: City of Lakewood Department of Water Resources

Note: (1) Domestic Water pumped for FY 2016-2017 includes 119 acre-feet of water sold to the City of Long Beach and five acre-feet sold to Golden State Water Company. Therefore, the City of Lakewood's domestic water use is 6,807 acre-feet.

(2) Domestic Water pumped for FY 2017-2018 includes 1,882 acre-feet of water sold to the City of Long Beach. Therefore, the City of Lakewood's domestic water use is 7,213 acre-feet.

Water Quality and Storm Water Capture

As part of the Clean Water Act, the National Pollutant Discharge Elimination System (NPDES) requires local agencies to reduce pollutant levels in stormwater runoff through the implementation of policies and programs. While the implementation of the mandated Standard Urban Stormwater runoff Mitigation Plan (SUSMP) does create constraints due to costs associated with implementation and determining the location on a project site, it does not appear to have a significant impact on development activity of the type that is subject to these regulations.

In 2015, the City entered into an agreement as part of a grant from Caltrans to construct a facility to capture, treat, and store urban dry weather run off and a small portion of the early part of wet weather flow. Lakewood is one of several cities located within the Los Cerritos Channel (LCC) Watershed, which is a 17,711-acre urbanized watershed, and is part of the Los Cerritos Watershed Group. The Watershed Group developed a Watershed Management Program (WMP) in order to ensure that pollutant discharge from the watershed complies with water quality goals pursuant to the NPDES (National Pollutant Discharge Elimination System) Municipal Permit. The WMP is a long-term planning document that takes a comprehensive look at the LCC Watershed, including land uses, Municipal Separate Storm Sewer systems (MS4s), existing and planned control measures, and historical monitoring data. The California Regional Water Quality Control Board, Los Angeles Region (Los Angeles Regional Board) approved the LCC Watershed final WMP on July 21, 2015.

The highest priority pollutants addressed by the WMP are metals and organic compounds. There are two types of Total Maximum Daily Load (TMDL) measures that apply to the LCC; the LCC Metals TMDLs, established by the United States Environmental Protection Agency, and the Harbor Toxics TMDLs for metals and legacy organic compounds, established by the Los Angeles Regional Water Quality Control Board. The WMP addresses these and other pollutants through a multi-pronged strategy that includes storm and "nuisance" water capture and infiltration, as well as storm/nuisance

water capture and use. As part of the Watershed Group, the City of Lakewood emphasizes dry-weather urban runoff and stormwater capture and infiltration and reuse, rather than treatment and release, to comply with Metals TMDL standards while addressing other pollutants and water supply issues. The City selected Bolivar Park to address the Watershed Management Program's TMDL compliance requirements because of its dual-purpose function of using the captured stormwater for water infiltration and irrigation.

Through the WMP, potential sites for stormwater capture methods were identified within the Watershed. An analysis found a runoff volume reduction of 2,380 acre-feet was required to meet Watershed Group's pollution reduction goals. Lakewood selected "high efficiency" best management practices (BMPs) that can be implemented quickly in order to comply with TMDL requirements. The Bolivar Park Stormwater Capture project represents an ideal "first" opportunity to demonstrate how smart project selection and innovative design can not only help the City comply with the Metals TMDL, but also provide additional benefits, such as augmentation of local water supplies by using non-potable runoff water for irrigation. In 2018, Lakewood completed construction of the stormwater capture facility at Bolivar Park and the Department of Water Resources is currently operating the system.

A channel diversion system captures water from the LCC and pumps it through a pretreatment system before the water enters the underground reservoir. Water is further treated to irrigate Bolivar Park and nearby landscape medians, replacing the use of potable water for this purpose. Excess water will also be able to infiltrate into the ground. The system will capture 100% of dry weather flows and the "first flush" of wet weather runoff. The City is in the process of constructing a second stormwater capture facility at Mayfair Park, which is due to be completed in May 2020.

Street Sweeping

Street sweeping takes place weekly, and the City continues to make oil-recycling kits available to its residents. The City also accepts old and used batteries for recycling which diverts batteries from landfills. Lakewood also advises residents of special recycling event opportunities, such as e-waste and household hazardous material collection events. Government Code Section 65302 requires cities to amend the conservation elements of their general plan upon the next revision of the housing element. The next cycle for which the City will update its housing element will be in 2021. The update to the Conservation Element will occur at that time.

Open Space Element

Various amenities make Lakewood a desirable place to live. These amenities include is its outstanding park system, equestrian center, walking trails and the Centre at Sycamore Plaza. These amenities are used for a variety of social, recreational, and business activities.

Noise Element

The Noise Element identifies and sets thresholds for various noise sources in the community. The City responds to noise complaints on a case-by-case basis. In reviewing new construction and business license applications, consideration is also given to potential noise impacts that may affect nearby uses.

If there is the potential for noise impacts, then appropriate mitigation measures are imposed. In some cases, periodic monitoring is necessary to ensure compliance with required mitigation measures. The Community Development Department uses a sound meter for enforcement purposes. The sound meter is capable of storing data for future retrieval or for downloading into a computer for analysis to determine compliance with the City's Municipal Code.

Safety Element

The Safety Element discusses the protection of the community from risks, both man-made and natural. Safety issues facing Lakewood include seismic activity, both direct (shaking and liquefaction) and indirect (fires and ruptured gas lines). Other issues include providing a sufficient law enforcement presence and fire response times. On January 11, 2002, the Federal Emergency Management Agency (FEMA) issued a Letter of Map Revision that restored the flood zone designation for Lakewood to flood zone "X" thus relieving previous flood insurance mandates. With flood control improvements along the Los Angeles River and insurance requirements lifted, Lakewood residents found relief from the threat of flooding as well as a savings in insurance premiums.

Hazard Mitigation Plan

Congress passed the Disaster Mitigation Act of 2000 (DMA 2000) on October 30, 2000 to provide assistance to local and state governments in reducing repetitive disaster damage. The Federal government sought to reduce the amount of assistance that it was paying out to the same communities for the same recurring disaster events. While these disasters typically occur in areas prone to periodic flooding, the Federal government recognizes that there are different types of natural disasters that may reoccur and negatively affect communities. Accordingly, DMA 2000 requires every local, county, and state government in the nation to prepare a Hazard Mitigation Plan to identify and mitigate caused by a natural disaster.

Due to the technical nature of Lakewood's Hazard Mitigation Plan, preparation and approval of the Plan required specialized assistance from a consultant. The City retained the firm of Goettel and Associates, Inc. to assist staff in updating Lakewood's Hazard Mitigation Plan. On August 9, 2016, the Council adopted Resolution 2016-57 approving the City of Lakewood Hazard Mitigation Plan and directed staff to submit the Hazard Mitigation Plan to the State and FEMA for review and approval. On September 17, 2017, the City was notified by FEMA that they had deemed the City's Hazard Mitigation Plan approvable pending adoption by the City Council. On April 24, 2018, the City Council adopted Resolution 2018-15 approving the update to the Lakewood Hazard Mitigation Plan. The Hazard Mitigation Plan was certified by FEMA on May 10, 2018. FEMA's approval of the HMP is valid for five years. The next update must be completed by May 10, 2023.

Government Code Section 65302 requires cities to amend the safety element of their general plan to include analysis and policies regarding flood hazard and flood management information upon the next revision of the Housing Element. Although the next cycle for which Lakewood must update its Housing Element is in 2021, the City began updating other elements of the General Plan, including the Safety Element. Lakewood has already completed much of the work related to the Safety Element

amendment by preparing the City's FEMA-approved HMP. Chapter 7 of the HMP includes a detailed analysis on various flooding scenarios in Lakewood. The HMP also includes a mission statement and mitigation actions specific to flood hazards.

The Recreation & Community Services Department (RCS) is responsible for the coordination of emergency preparedness, response and recovery activities of the City. Disaster response operations are coordinated in accordance with the City's Multi-hazard Functional Plan, which conforms to State of California's Standardized Emergency Management System (SEMS) guidelines. RCS provides training and support to City departments by training city employees in such emergency preparedness areas as SEMS, the ongoing training of Lakewood's First Response Strike Team, the training of Lakewood residents in emergency response through the CERT Program and is an active member of the Disaster Management Board, Area E for regional disaster coordination.

Recreation and Community Services Element

The Recreation and Community Services Element addresses the recreation and human services programs that are offered by the City. In addition to administering recreational activities, the Recreation and Community Services Department oversees programs designed to address the needs of seniors, families and persons with special needs. These programs are described below:

Community Family Guidance Center - The Community Family Guidance Center is a state-licensed, non-profit organization that provides a comprehensive range of mental health services for children, families and adults. Most services are also available for Spanish speaking clients.

Meals on Wheels - The Meals on Wheels program provides two meals each day to frail and vulnerable elderly residents to avoid premature or unnecessary institutionalization. The Meals on Wheels program is based at the Burns Community Service Center.

Pathways Volunteer Hospice - Pathways Volunteer Hospice provides in-home medical services to terminally ill low- and moderate-income residents.

Human Services Association - The Human Services Association provides support for senior citizen meals at two Lakewood locations and home-delivered meals to Lakewood residents. The Human Services Association operates out of the Burns Community Service Center located in Lakewood.

Economic Development Element

The Economic Development Element addresses Lakewood's future economic growth through reuse of existing, developed sites and with a very limited amount of vacant commercial land. This Element also underscores the social, fiscal, and aesthetic impacts caused by blight, deterioration, and obsolete commercial uses. Sales tax revenue is an indicator of an area's economy, especially where changes over time may be analyzed. Since the bottom of the recession in 2008, the City has overall seen an increase in sales tax revenues, which is a testament to the City's economic resiliency. From FY 2004 to FY 2016, some sales tax revenues were used by the state as part of the state's "triple flip." The "triple flip" gave the State a revenue source generated by local sales taxes which the state used to float bonds and

borrow money to close the State budget deficit gap. Specifically, half of the local sales tax is shifted to the State to pay bonds, the State shifts the revenue loss through school district ERAF property taxes, and the school district ERAF property tax shifts the fund back to local government's general fund. Fiscal Year 2016 marks the end of the "triple flip." The end of the "triple flip" meant that the receipt of sales tax from the State would no longer be delayed. Table 9 below shows Lakewood's sales tax revenues since adoption of the General Plan in 1996.

Table 9: Annual Sales Tax Revenues

Fiscal Year (1):	Sales Tax Revenues (in millions) (2):	% Change From Previous Year:
1996-1997	$6.74	-
1997-1998	$6.98	3.56%
1998-1999	$7.48	7.16%
1999-2000	$8.36	11.76%
2000-2001	$9.34	11.72%
2001-2002	$9.56	2.36%
2002-2003	$10.36	8.37%
2003-2004	$10.9	5.09%
2004-2005	$11.5	5.50%
2005-2006	$11.7	1.74%
2006-2007	$11.5	-1.74%
2007-2008	$10.7	-7.5%
2008-2009	$11.1	3.6%
2009-2010	$10.7	-3.6%
2010-2011	$11.4	6.54%
2011-2012	$11.9	4.39%
2012-2013	$12.9	8.40%
2013-2014	$13.3	3.10%
2014-2015	$13.2	-0.57%
2015-2016	$14.5	9.84%
2016-2017	$14.1	-2.46%
2017-2018	$14.3	1.19%
2018-2019	$14.6	2.1%

Source: City of Lakewood Administrative Services Department.
(1) The fiscal year is from July 1 through June 30 of the following year.
(2) Includes "triple flip" from the State from 2004 to 2016.

Air Quality Element

A regional approach to solving air quality problems is necessary since air quality issues are not confined by the boundaries of any one jurisdiction. Lakewood's Air Quality Element was derived from the Model Air Quality Element prepared jointly by 21 jurisdictions during 1992 and early 1993. Lakewood has been utilizing a variety of tools to address this issue. Reduction of construction related airborne pollutants continues to be enforced through mitigation measures prescribed during the initial study process. These mitigation measures are placed on projects as part of the California Environmental Quality Act (CEQA) process. Typical CEQA mitigation measures include compliance with SCAQMD regulations, including Rule 402, which specifies that there be no dust impacts off-site sufficient to cause

a nuisance, and SCAQMD Rule 403, which restricts visible emissions from construction.

General Plan Amendments

There were no General Plan Amendments during 2019.

CONCLUSION

Lakewood will continue to face new opportunities and challenges over the next several years because of changes in the economy, the demand for housing, and addressing various other challenges. From the time of its adoption in November 1996, implementation of the Lakewood Comprehensive General Plan has continued to successfully guide improvements to Lakewood's neighborhoods, parks, and businesses.

DIVIDER SHEET

COUNCIL AGENDA
March 24, 2020

TO: The Honorable Mayor and City Council

SUBJECT: Selection of Independent Audit Services Provider

INTRODUCTION

City policy requires that the Audit Committee select and recommend to the City Council the retention of the City's independent audit firm after going through a competitive process. Doing so on a regular basis is a recognized best practice in the municipal government field. The City last issued a formal request for proposals in 2014, with the City subsequently selecting The Pun Group (previously known as Pun & McGeady LLP) as the City's independent audit firm.

STATEMENT OF FACTS

A request for proposals was recently sent to 21 firms gathered from the list of qualified providers available from the California Society of Municipal Finance Officers (CSMFO). The request was based on a standard format also made available by CSMFO. Of the 21 requests distributed, the following seven firms responded:

Firm Name	Office Location
Badawi & Associates	Berkeley
Eadie and Payne LLP	Riverside
Lance, Soll & Lunghard, LLP	Brea
Moss, Levy & Hartzheim, LLP	Culver City
The Pun Group, LLP	Santa Ana
Rogers Anderson Malody & Scott	San Bernardino
White Nelson Diehl Evans LLP	Irvine

Staff evaluated their responses, using comprehensive scoring criteria including mandatory audit firm elements, technical qualifications and audit staff experience.

Following are some of those specific elements evaluated:

MANDATORY ELEMENTS

a. The audit firm is independent and licensed to practice in California.
b. The firm has no conflict of interest with regard to any of the work performed by the firm for the City.
c. The firm adheres to the instructions in this request for proposals on preparing and submitting the proposal.
d. The firm submits a copy of its last external quality control review report and the firm has a record of quality audit work.

TECHNICAL QUALIFICATIONS

a. The firm's past experience and performance on comparable government engagements.
b. The quality of the firm's professional personnel to be assigned to the engagement.
c. Adequacy of proposed staffing plan for various segments of the engagement.
d. Thoroughness of approach to conducting the audit of the City and demonstration of the understanding of the objectives and scope of the audit.
e. Commitment to timeliness in the conduct of the audit.

After reviewing the seven proposals, staff interviewed the three firms with the highest scores: Lance, Soll & Lunghard, The Pun Group, and White Nelson Diehl Evans. The interviews included questions regarding firm experience, knowledge of governmental financial reporting, audit processes, timeliness, and staff training. While all three firms are high-quality organizations, taking into consideration all factors The Pun Group ranked the highest and was considered the best fit for the city at this time. The Pun Group has been the City's independent auditor since 2014 and during this time has shown great competence, thoroughness, responsiveness, and flexibility.

It is worthwhile to note that The Pun Group is proposing a total rotation in the assigned personnel as another best practice, ensuring that the audit is conducted through a "fresh pair of eyes" while still retaining key institutional knowledge.

Below is a recap of the costing information provided by The Pun Group:

Service	FY 2019-20	FY 2020-21	FY 2021-22
City Audit and Related Reports	$30,000	$30,600	$31,212
GANN Limit Review Report	500	510	520
Single Audit & Related Reports *	5,000	5,100	5,202
Lakewood Public Fin. Authority Audit	2,600	2,652	2,705
Lakewood Successor Housing Agency	2,600	2,652	2,705
Lakewood Successor Agency	2,600	2,652	2,705
Annual State Controller's Report	2,500	2,550	2,601
Total Proposed Cost	**$45,800**	**$46,716**	**$47,650**

* It is not anticipated that this component will be needed in the current year or future years based on estimated federal grant receipts.

The results of staffs' review were presented to the Audit Committee on March 18, 2020 where they approved and recommended The Pun Group for City Council approval.

STAFF RECOMMENDATION

It is recommended that the Council approve The Pun Group LLC as the City's independent auditor and authorize staff to enter into an agreement for Fiscal Years 2019-20 through 2021-22, with an option to extend the term to FY 2023-24.

Jose Gomez
Director of Finance & Administrative Services

Thaddeus McCormack
City Manager