

AGENDA
REGULAR CITY COUNCIL MEETING
WEINGART BALLROOM
5000 CLARK AVENUE
LAKEWOOD, CALIFORNIA

August 25, 2020

Pursuant to Governor Newsom's Executive Order No. N-29-20, members of the City Council of the City of Lakewood or staff may participate in this meeting via teleconference. While maintaining appropriate social distancing, members of the public may participate in person at 5000 Clark Avenue, Lakewood, California. Public comments and questions pertaining to any item on the agenda will be accepted via email at cityclerk@lakewoodcity.org up to 5:30 p.m. on the day of the meeting. We ask that you please indicate the specific item on which you wish to be heard or whether your comments will be under oral communications.

ADJOURNED MEETING

6:00 p.m.

CLOSED SESSION:

EXECUTIVE BOARD ROOM

PUBLIC EMPLOYEE PERFORMANCE EVALUATION, Pursuant to Government Code §54957

Title: City Manager

OPEN SESSION:

AMENDMENT TO AGREEMENT FOR EMPLOYMENT OF CITY MANAGER - Consideration of proposed amendment.

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 Ariel Pe

ANNOUNCEMENTS AND PRESENTATIONS:

Presentation on Donate Life by Lakewood Ambassador Maria Jimenez

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 MEETING MINUTES - Staff recommends City Council approve Minutes of the Meetings held January 28, February 11, February 25, March 10, and March 24, 2020.

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ROUTINE ITEMS: - Continued

- RI-2 PERSONNEL TRANSACTIONS - Staff recommends City Council approve report of personnel transactions.
- RI-3 REGISTERS OF DEMANDS - Staff recommends City Council approve registers of demands.
- RI-4 CITY COUNCIL COMMITTEES' ACTIVITIES - Staff recommends City Council approve report of City Council Committees' activities.
- RI-5 RESOLUTIONS OF DESTRUCTION FOR OBSOLETE CITY RECORDS MORE THAN TWO YEARS OLD IN ACCORDANCE WITH STATE LAW, RESOLUTIONS NO. 2020-40 THROUGH NO. 2020-47 - Staff recommends City Council adopt proposed resolutions.
- RI-6 MONTHLY REPORT OF INVESTMENT TRANSACTIONS - JULY 2020 - Staff recommends City Council approve monthly report of investment transactions.
- RI-7 RESOLUTION NO. 2020-48; APPROVING COMPETITIVE GRANT APPLICATION FOR THE STATEWIDE PARK DEVELOPMENT AND COMMUNITY REVITALIZATION PROGRAM GRANT FUNDS (PROP 68) FOR BLOOMFIELD PARK REVITALIZATION PROJECT - Staff recommends City Council adopt proposed resolution approving application for grant funds.
- RI-8 RESOLUTION NO. 2020-49; AUTHORIZING REMOVAL OF DISABLED PERSON PARKING SPACES - Staff recommends City Council adopt proposed resolution.
- RI-9 AMENDMENT TO FUNDING AGREEMENT WITH METRO - LAKEWOOD BOULEVARD REGIONAL CORRIDOR CAPACITY ENHANCEMENT PROJECT - Staff recommends City Council approve Amendment No. 1 to add \$300,000 to Funding Agreement with Los Angeles County Metropolitan Transportation Authority dated April 22, 2016, that increases total to \$3,900,000 for improvements to Lakewood Boulevard and authorize Mayor to sign agreement subject to approval of form by City Attorney.
- RI-10 RENEWAL OF INTERNET SERVICES AGREEMENT WITH SPECTRUM - Staff recommends City Council approve three-year internet services agreement with Spectrum and authorize City Manager or his designee to enter into an agreement.
- RI-11 NOTICE OF COMPLETION – PUBLIC WORKS CONTRACT 2019-3; ADA RESTROOM IMPROVEMENTS TO THE EXISTING PARK BUILDINGS AT BISCAILUZ PARK, BOLIVAR PARK, BOYAR PARK, DEL VALLE PARK, MAYFAIR PARK AND SAN MARTIN PARK PROJECT - Staff recommends City Council accept the work performed by GDL Best Contractors Inc. in amount of \$485,722.20, authorize City Clerk to file Notice of Completion for project; and ratify Change Order Nos. 1-8 in net additional amount of \$40,362.20.

PUBLIC HEARINGS:

- 1.1 FINDING THE CITY TO BE IN CONFORMANCE WITH CONGESTION MANAGEMENT PROGRAM (CMP) AND ADOPTING THE CMP LOCAL DEVELOPMENT REPORT, RESOLUTION NO. 2020-50 - Staff recommends City Council hold a public hearing and adopt proposed resolution finding City to be in conformance and adopting CMP Local Development Report.

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REPORTS:

- 3.1 USE OF CARES ACT CORONAVIRUS RELIEF FUNDS - Staff recommends City Council authorize use of CARES Act Coronavirus Relief Funds as described in Attachment A and authorize City Manager or his designee to amend allocations as necessary so as to maximize the availability and reimbursement of fund to City.
- 3.2 REPORT ON COMMUNITY DIALOGUE

AGENDA

LAKEWOOD HOUSING SUCCESSOR AGENCY

1. REGISTERS OF DEMANDS - Staff recommends Housing Successor Agency approve registers of demands.

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



Minutes

Lakewood City Council

Regular Meeting held January 28, 2020

MEETING WAS CALLED TO ORDER at 7:30 p.m. by Mayor Rogers in the Council Chambers at the Civic Center, 5000 Clark Avenue, Lakewood, California.

INVOCATION was offered by Reverend Tamara John, Christ Presbyterian Church Lakewood

PLEDGE OF ALLEGIANCE was led by Girl Scout Troop 2993

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

ANNOUNCEMENTS AND PRESENTATIONS:

Mayor Rogers announced that the meeting would be adjourned in memory of Victor Levy, longtime owner of Victor's Flowers and grandfather of Nick Evans, who was in attendance. He stated that the meeting would also be adjourned in memory of Kobe Bryant, his 13-year-old daughter, and seven others who died in a helicopter crash in Calabasas. The Mayor also announced the upcoming 39th annual Lakewood Youth Sports Hall of Fame awards dinner to be held on February 24th at The Centre. He further stated that Pony Time at the Lakewood Equestrian Center would be hosting a fundraising event called "Picnic with the Ponies" on February 1st.

Vice Mayor Wood welcomed Pastor Tamara John and Charlene Van Nostran, who were in attendance and expressed his condolences to Mr. Evans.

Mayor Rogers introduced Captain David Sprengel, Commander of the Lakewood Sheriff's Station. Captain Sprengel provided Lakewood's Quarterly Public Safety Report and stated that there had been a reduction in Part I crimes with an across the board reduction in violent crimes and included no homicides. He identified the areas of challenge, which included burglaries, both residential and commercial, along with larceny thefts, such as petty thefts, thefts from vehicles and auto burglaries. He added that some of the problems could be linked to the propositions, which had caused individuals to serve reduced sentences or were released with less monitoring post-conviction. He noted that there had been a significant drop in grand theft autos and that the service area team along with dedicated patrol personnel, worked hard in partnership both with the City and with each other to impact crime in a positive way. He reported that proactive enforcement led to an increase of approximately twenty percent in arrests during 2019, and that the proactive policing had a positive impact in Public Safety throughout the City. The Captain explained that response times, which had seen a decrease in priority and routine calls with no change for emergent calls for service,

ANNOUNCEMENTS AND PRESENTATIONS: - Continued

were below the countywide average. He commended the Lakewood Special Assignment Team, which included Lieutenant Ciro Racowschi, Sergeant O'Donoghue, deputies Osvaldo Santa Ana, Pasquale Mastantuono, Brandon Nuñez, Seth Burgess, Kevin Fujiwara and Detective Theo Gekas, who all worked diligently at addressing quality of life issues within the City. He continued by reporting that Lakewood Center had two dedicated deputies who worked alongside the security team to provide safety to mall visitors and staff. He stated that due to the efforts of the security team and deputies, the mall saw a significant decrease in grand theft autos and an overall decrease in crime and that the City, in partnership with the mall leadership team and the Sheriff's Department, met regularly to ensure shoppers' safety. He highlighted some of the Lakewood Station resources including Sky Knight, the dedicated helicopter program, now in its 54th year of service; the advanced surveillance license plate reader system, which played a vital role in not only crime prevention but also in assisting detectives during follow-up investigations; the volunteers who assisted with traffic assistance, vacation checks, patrol services, along with community service events and assisting with additional staffing; and the Explorer Program, comprised of students from local communities including Lakewood. He announced that the Lakewood Run would be held on March 7th and encouraged everyone to attend.

Mayor Rogers thanked the Captain for the comprehensive report and for his recent presentation at the State of the City event.

Council Member Piazza, stated that the Mayor and he, as members of the Public Safety Committee, had the honor of meeting frequently with Captain Sprengel and his staff. He expressed appreciation for the positive relationship with the Sheriff's Department and for the Captain's cooperation and transparency in providing regular crime reports and statistics.

Captain Sprengel acknowledged Council Member Piazza's leadership and support of public safety.

Vice Mayor Wood echoed his colleagues' comments and commended the Captain and his team for building relationships with the community.

Council Member DuBois expressed appreciation for the Sheriff's Department and the partnership with the City over the years.

Captain Sprengel responded to Council Member Croft's question by stating that the propositions which decriminalized certain crimes had an impact on the increases in thefts and burglaries. Council Member Croft noted that Lakewood had been working with other contract cities in the State, the League and with law enforcement to try to reverse some of those decisions. Captain Sprengel added that there would be an initiative for consideration on the November ballot.

Mayor Rogers shared that having just met with Sacramento legislators to discuss the impacts of Propositions 47 and 57 as well as AB 109 to the community, it was evident that representatives from cities all over Los Angeles County were echoing the same sentiment.

ANNOUNCEMENTS AND PRESENTATIONS: - Continued

The Mayor emphasized the belief that when a crime was committed in the City, the rights of victims were valued more than criminals' and that those who were apprehended should be held accountable for their actions.

Mayor Rogers announced the unveiling earlier in the evening of the gallery of City Council Members who served Lakewood from 1954 to the present. He stated that the event had been attended by former Council Members including Joseph Esquivel, Wayne Piercy, Marc Titel and Robert Wagner along with their spouses and families. He invited the community to visit the collection of historical photographs at city hall as curated by Historian Emeritus Don Waldie.

ROUTINE ITEMS:

COUNCIL MEMBER DUBOIS MOVED AND VICE MAYOR WOOD SECONDED TO APPROVE ROUTINE ITEMS 1 THROUGH 6.

RI-1 Approval of Personnel Transactions

RI-2 Approval of Registers of Demands

RI-3 Report of City Council Committees' Activities

RI-4 Approval of Agreement for Replacement of Advanced Surveillance and Protection (ASAP) System Equipment

RI-5 Authorize Parking, Sidewalk and Ramp Repairs at Biscailuz Park for ADA Compliance

RI-6 Approval of Policy on Discontinuation of Water Service for Non-payment - in Compliance with Senate Bill 998 (Water Shutoff Protection Act)

UPON ROLL CALL VOTE, THE MOTION WAS APPROVED:

AYES: COUNCIL MEMBERS: Croft, DuBois, Wood, Piazza and Rogers

NAYS: COUNCIL MEMBERS: None

1.1 • ADOPTION OF ORDINANCE NO. 2020-1; PERTAINING TO STANDARDS AND REGULATIONS FOR ACCESSORY DWELLING UNITS (ADUs) AND JUNIOR ACCESSORY DWELLING UNITS (JADUs)

Steve Skolnik, for the City Attorney, explained that an email had been received earlier in the day from an attorney representing a housing advocacy group, who had raised some concerns and requested additional time to conduct a more comprehensive review of the City's proposed ordinance. He stated that as there would be no harm in delaying consideration, he

1.1 • ORDINANCE NO. 2020-1; PERTAINING TO STANDARDS AND REGULATIONS FOR ADUs AND JADUs - Continued

recommended that the City Council open the public hearing and continue the matter to the meeting to be held on February 11, 2020.

Mayor Rogers opened the public hearing at 8:00 p.m. and called for anyone in the audience wishing to address the City Council on this matter.

In response to a question from Alan Gafford, Long Beach, Mr. Skolnik stated that he would not be prohibited from addressing the City Council at the continuance of the public hearing noting that the proposed ordinance to be brought back for consideration in two weeks could vary from the one included in the existing staff report.

Mr. Gafford commented that the legislators responsible for the new laws pertaining to accessory dwelling units and junior accessory dwelling units were from areas unlike Lakewood neighborhoods and expressed concerns with the potential loss or limitation of local control; location of such dwelling units in close proximity to neighbors; mitigation of mold and other environmental and structural concerns; no parking remediation; absentee owner/landlords; lack of notification to neighbors and delay of enforcement of violations. He stated support for the Development Review Board process and suggested a business license requirement for owners renting such properties.

Mayor Rogers shared that he recently received an email from a constituent inquiring whether Lakewood was zoned for garage conversions, as had been circulating on the Nextdoor app. He explained that the City was not zoned for any such units designated in SB 50 and that at a recent visit to Sacramento, had made known cities' objections to the assault on single family neighborhoods. He conveyed that while acknowledging the housing shortage, he affirmed the solidarity with other cities throughout L.A. County including California Assembly Speaker Anthony Rendon, a Lakewood resident, who valued the way of life in their communities. He assured that the City would do everything in its power to protect what existed in Lakewood. He expressed appreciation for State Senator Bob Archuleta on his commitment to vote against SB 50.

Vice Mayor Wood referenced the previously mentioned items of neighborhood notification; potential business license requirement and related code enforcement issues.

Mr. Skolnik advised that with the situation in a state of flux, it would be best not to dig too deeply into details since a major challenge was that the State had made it clear that approvals had to be ministerial, meaning they would essentially be handled over the counter.

Vice Mayor Wood asked that residents contact Senator Lena Gonzalez and Senator Archuleta to express their concerns regarding SB 50.

Council Member Croft provided a reminder that every community in California was faced with the potential effects of SB 50 and that cities were trying to maintain as much control as possible through the proposed ordinance.

1.1 • ORDINANCE NO. 2020-1; PERTAINING TO STANDARDS AND REGULATIONS FOR ADUs AND JADUs - Continued

Mayor Rogers stated that the proposed ordinance was about protecting the people already in the community and welcoming new residents in the appropriate way. He remarked that there were developments currently underway and existing residents would not be abandoned just to create housing.

ORDINANCE NO. 2020-1; AN URGENCY ORDINANCE OF THE CITY OF LAKEWOOD AMENDING ARTICLE IX OF THE LAKEWOOD MUNICIPAL CODE PERTAINING TO STANDARDS AND REGULATIONS FOR ACCESSORY DWELLING UNITS (ADUs) AND JUNIOR ACCESSORY DWELLING UNITS (JADUs)

COUNCIL MEMBER CROFT MOVED AND COUNCIL MEMBER PIAZZA SECONDED TO CONTINUE THE PUBLIC HEARING. UPON ROLL CALL VOTE, THE MOTION WAS APPROVED:

AYES: COUNCIL MEMBERS: Croft, DuBois, Wood, Piazza and Rogers

NAYS: COUNCIL MEMBERS: None

2.1 • SECOND READING AND ADOPTION OF ORDINANCE NO. 2020-2; TO ESTABLISH A THREE-QUARTERS PERCENT (3/4%) GENERAL TRANSACTIONS AND USE (SALES) TAX TO BE ADMINISTERED BY THE CALIFORNIA DEPARTMENT OF TAX AND FEE ADMINISTRATION

City Manager Thaddeus McCormack displayed slides and made a presentation based on the report in the agenda. He stated that the proposed ordinance had been introduced at a City Council meeting held on November 12, 2019, and provided the details of Measure L on the upcoming March ballot. He acknowledged that bringing a revenue measure to voters was not something that was done lightly nor without having significantly grappled with the extraordinary fiscal and budgetary challenges that the City had dealt with over the past few years. He explained the necessity of the measure to maintain the vital services to Lakewood. He identified the issues which included the State takeaways of local funds and noted that more than \$30 million had been taken by Sacramento and Washington, DC over the last eight years with over \$2 million per year still being taken by the State. He added that because of prudent fiscal management, living within its means and balanced budgets, Lakewood had been able to absorb such hits without significantly impacting services to residents; however, a structural budget deficit existed, currently at \$5 million a year and increasing to \$10 million each year in due course. He further noted that while the State had recovered from its fiscal challenges brought on by the Great Recession, many cities including Lakewood, were now facing the difficult proposition of significant cuts in the near future. He reported that several surrounding cities were also pursuing revenue measures. He characterized the stakes of the problem as significant noting that necessary cuts had begun to impact services on which the community relied. He discussed the maintenance and repairs to facilities having been deferred to make ends meet, resulting in general deterioration of City facilities which would only become worse over time. After conducting a facility condition assessment, over \$31 million in needed repairs, including such things as leaking roofs, aging electrical systems and

2.1 • ORDINANCE NO. 2020-2; TO ESTABLISH A THREE-QUARTERS PERCENT GENERAL TRANSACTIONS AND USE (SALES) TAX - Continued

deteriorating bathrooms of 50- to 60-year-old facilities, had been identified. Other concerns were related to Public Safety, the challenges of which had been aggravated by an uptick in the demand for services due to changes in State laws that brought about an increase in property crimes and home break-ins.

Mr. McCormack summarized the City Council's direction to engage the community stakeholders to both educate and solicit feedback which resulted in the appointment of a Citizens' Budget Advisory Group who studied the City's financial situation in depth. The Citizens Group had been able to suggest, through an iterative process, \$1.8 million in spending cuts. It was acknowledged that the financial shortfall of \$10 million a year was far more significant than the proposed cuts. He stated that in the last two years, \$3 million in cuts to the budget had been made, which included leaving eleven positions vacant; cuts to park and building maintenance, including deferring major projects; and initial cuts to the Public Safety budget. After reporting on the Budget Advisory Group's input in March of last year, the City Council directed staff to broaden the outreach to the community at large and in 2019, the City initiated an outreach to transparently discuss Lakewood's financial needs as well as to solicit feedback on the community's priorities. He reported that every Lakewood household was contacted and offered the opportunity to engage in a community conversation about the City's fiscal needs. Nearly 2,000 residents provided input on their priorities via online and or mailed-in surveys and over 300 residents took part in face-to-face discussion at community meetings. He expressed gratitude to those who participated in meaningful and important discourse, which reflected well on how engaged the community was in Lakewood. Priorities identified through the process included maintaining 911 emergency response and Sheriff's patrols; preventing property crimes, such as thefts and burglaries; protecting the City's long-term financial stability; keeping parks and public areas safe and clean; protecting local drinking water sources; and maintaining streets and repairing potholes. While the process of prioritizing had been difficult, given the fiscal challenges, it was necessary. After a year of community outreach and conversations, incorporating the robust feedback from the Lakewood residents, staff recommended that a local funding measure be placed on the ballot for voter consideration. If approved by Lakewood voters, the measure would provide local funding, which legally could not be taken away by Sacramento politicians, to address the priorities identified by the community. Details of Measure L included raising \$10 million a year for local needs, which was the amount needed to fill the City's budget deficit; would not ask for more revenue from residents than absolutely needed; the majority of tax would be paid by people outside of Lakewood who shop or dine in the City, thereby paying their fair share for the services provided; many other cities would be placing similar measures on their ballots; and the sales tax would still be competitive with others in the region. He explained that to provide added assurance to Lakewood voters, Measure L created a Citizens' Oversight Committee to review revenues and expenditures related to the measure. He concluded by stating it was recommended that the City Council adopt the proposed ordinance.

Mr. McCormack confirmed for Mayor Rogers that the proposed ordinance was subject to voter approval on March 3rd.

2.1 • ORDINANCE NO. 2020-2; TO ESTABLISH A THREE-QUARTERS PERCENT GENERAL TRANSACTIONS AND USE (SALES) TAX - Continued

Council Member Croft expressed support for the proposed ordinance stating that with the State takeaways and the increasing challenges, the City was limited in its ability to react to changes and maintain the family-friendly community in Lakewood.

Council Member DuBois spoke in favor of protecting the Lakewood way of life, approving the ordinance and allowing the residents to vote to support the things they valued.

Council Member Piazza explained that having been in business for forty five years, his professional decisions were based on evaluating the return on investment. He stated that it was his opinion that as a resident, the proposed tax increase was more of an investment in the community by protecting City services and maintaining what residents knew as Lakewood.

Mayor Rogers identified himself as a tax skeptic and stated that it was evident that residents paid high taxes that benefited others in the County with minimal returns to Lakewood. He cited the potential of other agencies to propose a tax increase that would provide for regional projects and be taken from the City for countywide or districtwide uses. He pointed out that in addition to seeing the tax increase as an investment, it could also be viewed as a State tax since the State had taken \$30 million from the City since 2011. He assured Lakewood voters that if the measure were approved, such an investment would be returned to Lakewood residents with a continuation of the Lakewood way, City services and the quality of life that citizens had grown to expect. He stated his support of the measure and expressed hope that Lakewood residents would see fit to do the same. He explained that the City Council would not have proposed such an action unless they felt there had been no other choice.

Vice Mayor Wood emphasized the importance of continuing to work on economic development and looking at ways to encourage residents to continue to shop in Lakewood.

Mr. McCormack asserted that if the measure passed, the City would continue its economic development efforts, continue being prudent fiscal managers and continue to seek cost efficiencies. He reiterated the return on investment concept noting that the tax increase was estimated to generate \$10 million that would allow the City to continue providing the services for which Lakewood was known. He complimented the public for their cooperative participation and supportive engagement at the budget informational sessions.

Mayor Rogers concurred with Vice Mayor Wood's comments regarding economic development and added that the City placed much effort in being as business friendly as possible; however, a business, such as had been repeatedly suggested with Trader Joe's, could not be forced to locate in the City. He observed that the face of retail continued to change and that revenues were flattening due to online sales and an unfair system of distribution of sales tax.

Mr. McCormack pointed out that the Transaction and Use Tax, if Measure L was adopted, would be applicable to those types of online purchases.

2.1 • ORDINANCE NO. 2020-2; TO ESTABLISH A THREE-QUARTERS PERCENT GENERAL TRANSACTIONS AND USE (SALES) TAX - Continued

Mayor Rogers affirmed the commitment to continue the tradition of previous and current City Councils to be responsible stewards of the City's monies.

ORDINANCE NO. 2020-2; AN ORDINANCE OF THE CITY COUNCIL AND THE PEOPLE OF THE CITY OF LAKEWOOD, CALIFORNIA ADDING CHAPTER 10 (TRANSACTIONS AND USE TAX) TO ARTICLE VI OF THE LAKEWOOD MUNICIPAL CODE TO ESTABLISH A THREE-QUARTERS PERCENT (3/4%) GENERAL TRANSACTIONS AND USE (SALES) TAX, TO BE ADMINISTERED BY THE CALIFORNIA DEPARTMENT OF TAX AND FEE ADMINISTRATION was read by title by the City Clerk.

MAYOR ROGERS MOVED AND COUNCIL MEMBER CROFT SECONDED TO WAIVE FURTHER READING AND ADOPT ORDINANCE NO. 2020-2. UPON ROLL CALL VOTE, THE MOTION WAS APPROVED:

AYES: COUNCIL MEMBERS: Croft, DuBois, Wood, Piazza and Rogers

NAYS: COUNCIL MEMBERS: None

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SUCCESSOR HOUSING ACTIONS

1. Approval of Register of Demands

COUNCIL MEMBER CROFT MOVED AND COUNCIL MEMBER DUBOIS SECONDED TO APPROVE THE REGISTER OF DEMANDS. UPON ROLL CALL VOTE, THE MOTION WAS APPROVED:

AYES: COUNCIL MEMBERS: Croft, DuBois, Wood, Piazza and Rogers

NAYS: COUNCIL MEMBERS: None

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ORAL COMMUNICATIONS:

Bert Johnson, Jr., Lakewood, suggested designating April 13th as Kobe Bryant Day as a way to honor him.

Philip Norris, Lakewood, addressed the City Council regarding street paving and Measure L.

Mitchell Ramirez, Lakewood, spoke regarding the Measure L tax and the general fund.

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City Council Minutes

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ADJOURNMENT

There being no further business to be brought before the City Council, Mayor Rogers adjourned the meeting at 8:54 p.m. A moment of silence was observed in memory of Victor Levy, Kobe Bryant and the victims of the January 26th helicopter crash in Calabasas, California.

Respectfully submitted,

Jo Mayberry, CMC
City Clerk



Minutes

Lakewood City Council

Regular Meeting held February 11, 2020

MEETING WAS CALLED TO ORDER at 7:30 p.m. by Mayor Rogers in the Council Chambers at the Civic Center, 5000 Clark Avenue, Lakewood, California.

INVOCATION was offered by Pastor Chuck Franco, Life Center Church

PLEDGE OF ALLEGIANCE was led by Scout Troop 134

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

ANNOUNCEMENTS AND PRESENTATIONS:

Mayor Rogers announced that election day for Lakewood residents was only three weeks away. He noted that residents would be voting on Lakewood's Measure "L" and for two City Council seats. He advised that in addition to voting on election day, voters would have access to at least ten new vote centers within the City for early voting beginning on February 22nd, as well as the vote-by-mail option.

Mayor Rogers also announced that a "Coffee with the Mayor" event had been held the prior Saturday where he, the City Manager and several staff members had answered questions and listened to concerns from about sixty Lakewood residents. He advised that a second such event was scheduled for Saturday, February 15th, at Javatinis on Woodruff Avenue and Carson Street.

Council Member Croft reported on the Pillars of Community dinner, a tradition begun at the City's 50th anniversary, to honor the people and organizations making significant contributions to the City. He stated that this year's honorees were former City Manager Howard L. Chambers, who had served the City for nearly fifty years, and Donald J. Waldie, former Public Information Officer and current Historian Emeritus. Also recognized and in attendance were a number of the service groups providing volunteer services to the community, such as the Rotary, Lions and Soroptimist Clubs.

Vice Mayor Wood announced that Lakewood's Assembly Member, Anthony Rendon, would be hosting a Senior Legislative Breakfast on Friday, February 21st, which would provide information to local senior citizens about available State and local resources.

ANNOUNCEMENTS AND PRESENTATIONS: Continued

Council Member Piazza announced that he and Vice Mayor Wood had been privileged to attend the CIF Men's Basketball Championship game at Mayfair High School and that following their win, Mayfair High School basketball player, senior Josh Christopher, had been presented with the McDonald's All American game jersey.

Mayor Rogers congratulated Sebastian Avila and Jamie Soto for having recently achieved Scouting's highest rank of Eagle Scout.

ROUTINE ITEMS:

COUNCIL MEMBER DUBOIS MOVED AND VICE MAYOR WOOD SECONDED TO APPROVE ROUTINE ITEMS 1 THROUGH 7.

RI-1 Approval of Minutes of the Meeting held November 12, 2019

RI-2 Approval of Personnel Transactions

RI-3 Approval of Registers of Demands

RI-4 Approval of Report of City Council Committees' Activities

RI-5 Approval of Agreement for 2020 Pan Am Fiesta Amusement Rides

RI-6 RESOLUTION NO. 2020-2; A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAKEWOOD, CALIFORNIA, APPROVING THE APPLICATION FOR GRANT FUNDS FROM THE LOS ANGELES COUNTY REGIONAL PARK AND OPEN SPACE DISTRICT FOR CITY OF LAKEWOOD, CA, SUPERVISORIAL DISTRICT RECREATION ACCESS FUNDING FOR TEEN TREK PROGRAM TRANSPORTATION AND APPROVE THE ADOPTION OF A YOUTH EMPLOYMENT PLAN

RI-7 Approval of Master Agreement with Conservation Corps of Long Beach

UPON ROLL CALL VOTE, THE MOTION WAS APPROVED:

AYES: COUNCIL MEMBERS: Croft, DuBois, Wood, Piazza and Rogers

NAYS: COUNCIL MEMBERS: None

1.1 • ORDINANCE NO. 2020-1; AMENDING ARTICLE IX OF THE LAKEWOOD MUNICIPAL CODE PERTAINING TO STANDARDS AND REGULATIONS FOR ACCESSORY DWELLING UNITS (ADUs) AND JUNIOR ACCESSORY DWELLING UNITS (JADUs) *[Continued from January 28, 2020]*

Director of Community Development, Abel Avalos, displayed slides and gave a presentation based on the memo in the agenda. He stated that in response to passage by the State of six new laws pertaining to Accessory Dwelling Units (ADU) and Junior Accessory Dwelling Units (JADU), changes to the Lakewood Municipal Code were necessary. He stated that these amendments to the Code would ensure that local standards and design controls would be maintained to the extent possible. He noted that the State changes meant that controls could only be implemented ministerially, meaning that no public hearing could be required or notice to surrounding property owners given, and that homeowner associations (HOAs) could no longer prohibit ADUs or JADUs. He stated that the proposed ordinance would allow the City to retain some control over site design, architectural consistency and landscaping compatibility while remaining in compliance with State law. It was the recommendation of staff that the City Council adopt the proposed urgency ordinance.

City Manager Thaddeus McCormack, commended Mr. Avalos and the Community Development Department staff for their diligent work on this complex issue.

Responding to questions from the City Council, Mr. Avalos advised that converted containers or pre-fabricated ADUs would be required to meet all Building Code requirements, which were quite strict as applied to habitable dwelling units; that separate utilities would not be required for each unit; that about half of the inquiries regarding ADUs were coming from investors and, in fact, advertising signs offering additional income with ADUs were being posted in the area.

The Members of the City Council expressed their extreme frustration with the new laws put forth by the State, noting that the one-size fits all approach taken by the State had stripped away nearly all local control or discretion, leaving local governments with no tools to maintain the character, lifestyle or livability of local neighborhoods, striking at the very heart of the community.

Mayor Rogers opened the public hearing at 8:29 p.m. and called for anyone in the audience wishing to address the City Council of this matter.

Alan Gafford, Long Beach; Ted Spaseff, Lakewood; and Alan Calcote, Lakewood; addressed the City Council expressing concerns regarding investors pursuing ADU applications, impacts on street parking, and increased density changing the character of neighborhoods.

ORDINANCE NO. 2020-1; AN URGENCY ORDINANCE OF THE CITY OF LAKEWOOD AMENDING ARTICLE IX OF THE LAKEWOOD MUNICIPAL CODE PERTAINING TO STANDARDS AND REGULATIONS FOR ACCESSORY DWELLING UNITS (ADUs) AND JUNIOR ACCESSORY DWELLING UNITS (JADUs). It was noted that the ordinance title had been read by the City Clerk at the previous hearing.

1.1 • ORDINANCE NO. 2020-1; PERTAINING TO STANDARDS AND REGULATIONS FOR ADUs/JADUs *[Continued from January 28, 2020]* - Continued
Council Member Piazza urged Lakewood residents to talk to their neighbors, letting everyone know about the harmful State laws, noting that change would only come from citizens speaking up.

Vice Mayor Wood noted that SB50 had been defeated by the many calls of local residents and stated that local control was necessary to consider impacts on schools, parks, utilities, roads and infrastructure.

Council Member Croft expressed concern about the ADUs resulting in many more people with no additional funding sources to provide them with needed services. He pointed out that laws could always be changed through a grassroots effort, hopefully before irreparable, long-term damage had occurred.

Mayor Rogers stated that the continuing erosion of local control was a major factor in the general erosion of the quality of life in California, noting that people really were choosing to leave the State. He noticed that although the goal of State legislators was to increase affordable housing and inspire people to abandon their vehicles, the current legislation would accomplish neither. He advised that proposed legislation had been sent to State legislators calling for a housing capacity study, based on practicalities like utilities, public safety and infrastructure, in order to develop realistic housing goals.

The City Manager stated that staff was working on building a coalition of cities to continue the fight for common sense laws.

Vice Mayor Wood requested that staff provide the City Council with quarterly updates regarding the application for ADU/JADUs.

COUNCIL MEMBER CROFT MOVED AND COUNCIL MEMBER PIAZZA SECONDED TO WAIVE FURTHER READING AND TO ADOPT ORDINANCE NO. 2020-1 PERTAINING TO STANDARDS AND REGULATIONS FOR ACCESSORY DWELLING UNITS (ADUs) AND JUNIOR ACCESSORY DWELLING UNITS (JADUs) AND IN ACCORDANCE WITH THE CEQA STATUTORY EXEMPTION ALLOWED FOR SUCH ORDINANCES BY PUBLIC RESOURCES CODE SECTION 21080.17. UPON ROLL CALL VOTE, THE MOTION WAS APPROVED:

AYES: COUNCIL MEMBERS: Croft, DuBois, Wood, Piazza and Rogers
NAYS: COUNCIL MEMBERS: None

3.1 • FISCAL YEAR 2019-2020 MID-BUDGET REVIEW AND ADJUSTMENTS AND PRESENTATION OF THE FY 2020-2022 BUDGET PREPARATION CALENDAR

Director of Finance and Administrative Services, Jose Gomez, displayed slides and gave a presentation based on the memo in the agenda. He stated that at just past the halfway point of the budget year, the review was focused on the two largest funds. The largest, the General Fund, was part of the \$52.3 million balanced budget previously approved by the City Council. He pointed out that with about six months left in the budget cycle, things were largely on target; however, there was a modest, but noteworthy projected deficit which could be attributed to stagnant sales tax numbers, but partially offset by increased vehicle license fee revenue and slightly increased property tax revenue. He also noted an increase in projected expenditures, mostly in contracted service related to the upcoming election. He reviewed the Water Utility/Enterprise Fund, which showed a significant deficit that was due to the project at Well Site 28. Although the project had not originally been included in this budget, it was a planned capital improvement with reserve funding. Mr. Gomez also reviewed the calendar for the preparation of the next budget. He presented a four-month work plan, which would include two presentations and opportunities for discussion. He noted that a budget study session was planned for June 2nd, with adoption of the proposed budget scheduled for June 9th.

The City Manager reported that the greatest challenge of the coming budget process would be putting together a budget prior to knowing the disposition of Measure L. Since the failure of the ballot measure would mean significantly reducing spending and services to align with the situation where revenue was substantially less than expenditures. The estimated deficit would be around \$5 million for the next budget year and as much as \$10 million in the long term, on top of the \$3 million of cuts made over the past couple of years. He stated that he had asked staff to begin identifying possible cut scenarios of five percent and ten percent. Possible cuts could include reduction in the public safety budget, elimination of community special events, reduction in parks and maintenance staffing, fewer hours for recreational sports, fewer recreational classes and programs offered, and slower responses for tree trimming and other maintenance. He pointed out that the items listed were possible areas of reduction and were not intended as a scare tactic, but that could be the reality of having to make \$5 million of cuts, noting that it would be up to the City Council to make the ultimate decisions on what services would need to be cut or eliminated if Measure L was not successful. He concluded by stating that it was the recommendation of staff that the City Council adopt the noted changes for the inclusion into the city's 2019-20 revised budget and direct staff to make all related adjustments to the city's budget appropriations and receive and file the FY 2020 through 2022 budget preparation calendar; and provide direction to staff regarding the preparation of the upcoming budget.

In response to a question from Council Member Piazza, the City Manager stated that continuing the Sky Knight program would have to be considered as well.

Vice Mayor Wood inquired about the decreasing revenue from the Utility Users Tax. Director Gomez responded by stating that a huge evolution in technology had made it difficult to keep up with the changes and that the way telephone, internet and television services were bundled had changed the system.

3.1 • MID-BUDGET REVIEW AND ADJUSTMENTS - Continued

Responding to a question from Vice Mayor Wood, the City Manager stated that although the increased contract costs for the election were affected somewhat by the addition of a ballot measure, the major cause was the cost of producing and mailing the educational materials and the “get out the vote” effort for the election.

Mr. McCormack further responded to a question from Vice Mayor Wood by stating that the budget committee formed of community members had not been disbanded, but had been inactive. He stated that it could be worthwhile for the City Council to consider revamping such a committee to serve as an oversight board, in the event Measure L was approved and as provided by the measure.

Council Member Croft stated that over the past few months, he had held many conversations with residents on the reasons and need for Measure L. He expressed concern that with the new ADU/JADU regulations previously discussed, there could be significantly more demand for services. He stressed the need for education as the voters considered the proposed ballot measure. He stated that he would continue to do everything he could to encourage fellow residents to make a choice to invest in the future of the community.

Alan Calcote, Lakewood, stated he had done his own research on the City budget and he expressed his support for Measure L, noting it would be a minimal sacrifice that could keep the City fiscally safe for decades.

Mayor Rogers stated that he had reluctantly agreed to pursue the sales tax increase and only after consideration of other alternatives for recognizing the depth of the deficit crisis as a committee of two City Council Members conducted an extensive review of expenditures and revenues. He noted that since many of the people coming to Lakewood to shop or dine, and driving on the roads and utilizing public safety services were from outside the City, it made sense to implement a revenue source that would partially come from those people, not just the residents or property owners of Lakewood. He also stated that he was aware of other taxing entities that were looking to set aside the three-quarters of a cent tax for their own agencies. He concluded by stating that he was looking forward to the next Coffee with the Mayor on Saturday and encouraged folks to come out and ask tough questions on Measure L, and anything else they wanted to discuss.

VICE MAYOR WOOD MOVED AND COUNCIL MEMBER PIAZZA SECONDED TO APPROVE STAFF’S RECOMMENDATIONS REGARDING THE MID-BUDGET REVIEW AND ADJUSTMENT. UPON ROLL CALL VOTE, THE MOTION WAS APPROVED:

AYES: COUNCIL MEMBERS: Croft, DuBois, Wood, Piazza and Rogers
NAYS: COUNCIL MEMBERS: None

3.2 • 2020 YOUTH HALL OF FAME

Valarie Frost, Director of Recreation and Community Services, displayed slides and gave a presentation based on the memo in the agenda. She stated that the 39th Annual Lakewood Youth Hall of Fame would be held on Monday, February 24th at the Centre. The program was formed to recognize the athletic achievements of high school students and collegiate athletes who lived in Lakewood or attended school in Lakewood. She reported that this year's Athlete of the Year was Mayfair High School standout, Joshua Christopher, already ranked as the second best Shooting Guard in the nation. In addition to the Athlete of the Year, the Board of Electors considered nominees for the Performer of the Year in eighteen sports with twenty-three athletes to be recognized in the category. Nineteen distinguished nominees and ten Special Achievement Awards would also be distributed, as well as the Larry Van Nostran Future Star award to recognize an outstanding freshman athlete for athletic promise demonstrated during the first year of their high school athletic career. Following the banquet, the 2019 Hall of Fame inductees would be displayed at the Piazza Family McDonald's restaurant located at 4848 Woodruff Avenue, where all Hall of Fame displays, dating back to 1981, could be viewed. It was the recommendation of staff that the City Council receive and file the report.

MAYOR ROGERS STATED THAT THERE BEING NO OBJECTION, THE ITEM WAS ORDERED RECEIVED AND FILED.

3.3 • 2020 LEGISLATIVE PLATFORM

Deputy City Manager Paolo Beltran presented the 2020 Legislative Platform, as completed by the City Council's Intergovernmental Relations Committee. Adopted annually, the Legislative Platform was the foundation of a focused advocacy strategy and a reference guide for legislative positions and objectives. The Legislative Platform was developed using the goals and objectives of the City Council, a review of legislative priorities from the League of California Cities, League's Los Angeles Division, California Contract Cities Association and other partner agencies, input from City Council and staff, research of current law and pending legislation, as well as discussions with local legislative staff and the City's legislative advocates. For 2020, the City would continue to focus efforts on supporting or opposing legislation that affected the quality of life in Lakewood, including proposals affecting housing, homelessness, funding and public safety. A major focus would continue to be housing legislation, such as the recently opposed Senate Bill 50, which would have reduced the zoning and planning rights of cities to allow apartments of up to four units to be placed on single-family lots. He reported that engaged Lakewood residents, through their numerous phone calls and emails to local legislators, had sent a message that SB 50 was a threat to their quality of life. It was the recommendation of staff that the City Council adopt the 2020 Legislative Platform.

COUNCIL MEMBER DUBOIS MOVED AND COUNCIL MEMBER CROFT SECONDED TO ADOPT THE 2020 LEGISLATIVE PLATFORM.

3.3 • 2020 LEGISLATIVE PLATFORM - Continued

UPON ROLL CALL VOTE, THE MOTION WAS APPROVED:

AYES: COUNCIL MEMBERS: Croft, DuBois, Wood, Piazza and Rogers

NAYS: COUNCIL MEMBERS: None

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SUCCESSOR HOUSING ACTIONS

1. Approval of Register of Demands

COUNCIL MEMBER CROFT MOVED AND COUNCIL MEMBER DUBOIS SECONDED TO APPROVE THE REGISTER OF DEMANDS. UPON ROLL CALL VOTE, THE MOTION WAS APPROVED:

AYES: COUNCIL MEMBERS: Croft, DuBois, Wood, Piazza and Rogers

NAYS: COUNCIL MEMBERS: None

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ORAL COMMUNICATIONS:

Sonya Jahn, Lakewood, expressed gratitude for the City's support of the Lakewood Equestrian Center and the marketing efforts of various fundraising events. She presented the City Council with Horses of Lakewood Equestrian Center calendars.

Nick Evans, 4411 Clubhouse Drive, Lakewood, addressed the City Council regarding possible legal actions pertaining to impacts of accessory dwelling units.

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ADJOURNMENT

There being no further business to be brought before the City Council, Mayor Rogers adjourned the meeting at 9:39 p.m.

Respectfully submitted,

Jo Mayberry, CMC
City Clerk



Minutes

Lakewood City Council

Regular Meeting held February 25, 2020

MEETING WAS CALLED TO ORDER at 7:30 p.m. by Mayor Rogers in the Council Chambers at the Civic Center, 5000 Clark Avenue, Lakewood, California.

INVOCATION was offered by Rabbi Emeritus Howard Laibson, Congregation Shir Chadash

PLEDGE OF ALLEGIANCE was led by Vice Mayor Jeff Wood

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

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ANNOUNCEMENTS AND PRESENTATIONS:

Mayor Rogers announced that election day in Lakewood was only one week away, on Tuesday, March 3rd. He advised that Vote Centers were already open for people to vote conveniently close to where they live, work or go to school and would be open on weekends as well. He noted that there were two city council seats on the ballot, and Lakewood Measure L.

Mayor Rogers thanked everyone who came out to the "Ice Cream with the Mayor" event held on the previous Saturday at the McDonald's on Paramount Boulevard and Carson Street. The Mayor and City Manager had been available to answer residents' questions about any City topic on their mind, but for most folks it was Measure L or SB50. He announced one additional event on Friday, February 28th, at 5:00 p.m., at the Starbucks on Del Amo Boulevard west of Pioneer Boulevard.

Mayor Rogers also announced a proclamation, on behalf of the City Council, honoring the 100th Anniversary of the 19th Amendment to the U.S. Constitution, giving women the right to vote and encouraged all Lakewood residents to exercise their right to vote on March 3rd.

Council Member Piazza reported that the previous evening was the 39th Youth Hall of Fame banquet. He expressed appreciation to the staff for a very well run and successful event.

Vice Mayor Wood pointed out that one highlight of the event had been the attendance of the very first recipient of the Athlete of the Year, Jim Knabe.

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ROUTINE ITEMS:

At the request of Council Member Piazza, Mayor Rogers stated that Routine Item 7 would be considered separately.

COUNCIL MEMBER CROFT MOVED AND VICE MAYOR WOOD SECONDED TO APPROVE ROUTINE ITEMS 1 THROUGH 6.

RI-1 Approval of Minutes of the Meeting held November 26, 2019

RI-2 Approval of Personnel Transactions

RI-3 Approval of Registers of Demands

RI-4 Approval of Report of City Council Committees' Activities

RI-5 Approval of Monthly Report of Investment Transactions - January 2020

RI-6 RESOLUTION NO. 2020-3; A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAKEWOOD APPOINTING A MEMBER AND ALTERNATE(S) TO THE LOS ANGELES GATEWAY REGION INTEGRATED REGIONAL WATER MANAGEMENT JOINT POWERS AUTHORITY GOVERNING BOARD

UPON ROLL CALL VOTE, THE MOTION WAS APPROVED:

AYES: COUNCIL MEMBERS: Croft, DuBois, Wood, Piazza and Rogers

NAYS: COUNCIL MEMBERS: None

RI-7 Approval of Amendment No. 8 to the Agreement with City Light and Power Confirming a Change in Ownership

Council Member Piazza requested staff provide more information on the proposed change in ownership.

Director of Public Works, Lisa Rapp, stated that City Light and Power had been an outstanding service provider since the initiation of their contract. She explained that the original agreement had a clause which required the original owner, William Simmons, Sr., to retain at least a fifty percent interest in the company, and that after more than twenty years into the contract, Mr. Simmons was looking to step back from the day-to-day operation of the company noting that his family would retain a 35 percent ownership, with his sons, Tom and Bill, Jr. remaining in management.

Tom Simmons, City Light and Power, expressed appreciation for the great relationship with the City over the years of the contract to date. He stated that the company was a 24/7 operation, available to respond whenever lighting needed to be replaced. He stressed that the change in ownership did not reflect an acquisition, but rather a new partnership. He also noted that there would be no staff changes and that as part of the new partnership agreement, he and Bill, Jr. would continue to manage the company for at least another five years.

ROUTINE ITEMS: - Continued

City Attorney Steve Skolnik advised that when this change of ownership had been brought up, it was also noted that the term of the agreement would be ending relatively soon, at which time the City Council would have the opportunity to evaluate the company performance and the City's needs going forward.

Alan Gafford, Long Beach, raised the issue of the new partner, the Hunt Company of El Paso, Texas, and stated it would be beneficial to know more about them.

COUNCIL MEMBER CROFT MOVED AND COUNCIL MEMBER PIAZZA SECONDED TO APPROVE ROUTINE ITEM 7. UPON ROLL CALL VOTE, THE MOTION WAS APPROVED:

AYES: COUNCIL MEMBERS: Croft, DuBois, Wood, Piazza and Rogers

NAYS: COUNCIL MEMBERS: None

3.1 • PREVIEW OF 2020 EARTH WALK EVENT

Recreation and Community Services Director Valarie Frost displayed slides and made a presentation based on the report in the agenda. She stated that the 2020 Earth Walk Event was scheduled for Saturday, March 14th at Monte Verde Park. Since 2005, the event had provided participants with education on environmental practices, such as water conservation and recycling, to promote a healthy and sustainable future. She noted that there would be vendor displays throughout the park and activities for all ages, including a nature walk and talk along Monte Verde's quarter-mile accessible walking path. It was the recommendation of staff that the City Council receive and file the preview of the 2020 Earth Walk event.

MAYOR ROGERS STATED THAT THERE BEING NO OBJECTION, THE ITEM WAS ORDERED RECEIVED AND FILED.

SUCCESSOR HOUSING ACTIONS

1. Approval of Registers of Demands

COUNCIL MEMBER CROFT MOVED AND COUNCIL MEMBER DUBOIS SECONDED TO APPROVE THE REGISTER OF DEMANDS. UPON ROLL CALL VOTE, THE MOTION WAS APPROVED:

AYES: COUNCIL MEMBERS: Croft, DuBois, Wood, Piazza and Rogers

NAYS: COUNCIL MEMBERS: None

ORAL COMMUNICATIONS:

Philip Norris, Lakewood, addressed the City Council expressing gratitude to the Sheriff's Department on a recent incident with a homeless person in the neighborhood.

Alan Gafford, Long Beach, spoke regarding traffic mitigation at Lakewood Boulevard and Michelson Street.

Vice Mayor Wood requested the inclusion of Paramount Boulevard in an upcoming citywide study mentioned by Mayor Rogers.

ADJOURNMENT

There being no further business to be brought before the City Council, Mayor Rogers adjourned the meeting at 8:03 p.m. to Tuesday, March 10, 2020, at 6:30 p.m. in the Executive Board Room.

Respectfully submitted,

Jo Mayberry, CMC
City Clerk



Minutes

Lakewood City Council

Adjourned Regular Meeting held March 10, 2020

MEETING WAS CALLED TO ORDER at 6:30 p.m. by Mayor Rogers in the Executive Board Room at the Civic Center, 5000 Clark Avenue, Lakewood, California.

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

CLOSED SESSION:

At 6:30 p.m., Mayor Rogers announced that the City Council would recess to a closed session.

CONFERENCE WITH LEGAL COUNSEL – EXISTING AND ANTICIPATED LITIGATION

Pursuant to Government Code §54956.9(d)(1) and §54956.9(d)(4)
City of Lakewood, et al. v. Central Basin Municipal Water District, et al., Case No. 19STCP03882
(One Existing Case and One Potential Case)

At 7:00 p.m., the City Council reconvened and the City Attorney advised that there was no action to announce.

ADJOURNMENT

There being no further business to be brought before the City Council, Mayor Rogers adjourned the meeting at 7:00 p.m.

Respectfully submitted,

Isabelle Diaz
Management Aide



Minutes

Lakewood City Council

Regular Meeting held March 10, 2020

MEETING WAS CALLED TO ORDER at 7:30 p.m. by Mayor Rogers in the Council Chambers at the Civic Center, 5000 Clark Avenue, Lakewood, California.

INVOCATION was offered by High Councilor Lary Carlton, Church of Jesus Christ of Latter Day Saints

PLEDGE OF ALLEGIANCE was led by Fastest Cheetahs Camp Fire Club

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

ANNOUNCEMENTS AND PRESENTATIONS:

The Fastest Cheetahs Camp Fire Club presented the City Council with a cake in celebration of Camp Fire's 110th birthday.

Mayor Rogers announced that a major new focus around the world was coronavirus, or COVID-19, and there were currently 20 confirmed cases in Los Angeles County, including three cases in nearby Long Beach. He noted that City staff was closely monitoring information and recommendations from the Department of Public Health and the state and federal governments for actions and precautions to be taken in Lakewood. As of today, there were no recommendations to cancel public events in the City; however, the Department of Public Health cautioned that such a recommendation could occur if coronavirus were to spread further. He added that precautionary steps such as available hand sanitizer, flu season hygiene information sheets for the public and a Lakewood specific coronavirus eMag were put in place and would be ongoing to help protect residents. Mayor Rogers stated that taking the right actions when needed would help the City make it through this viral epidemic and that City staff along with the City Council would do everything possible to protect the community.

The Mayor acknowledged that the City's General Municipal Election occurred on March 3 and that votes were still being tallied by the County. He noted that residents were asked to select two City Council Members and he commended every candidate for running respectable campaigns and making the very personal decision to become a candidate for City Council. Lakewood residents were also asked to vote on Measure L and current numbers indicated 64% of counted votes were in favor and 36% were opposed. Mayor Rogers shared his optimism that the majority of Lakewood voters decided to make a historic investment in the future of the City and he was also relieved that the Council would no longer have to make significant budget

ANNOUNCEMENTS AND PRESENTATIONS - Continued

cuts. He assured residents who voted in opposition of the measure that their opinions were respected and noted that the Council would not have chosen to put a tax increase on the ballot unless it was absolutely necessary. He thanked residents for taking the time to vote and making their voices heard and asserted that the City would work to fulfill commitments that were made to residents based on their surveyed priorities whether or not Measure L passed.

Mayor Rogers announced that the meeting would be adjourned in memory of Leon Broussard IV, a young adult neighbor of his, who tragically passed away.

Vice Mayor Jeff Wood thanked Mayor Rogers, the City Manager, Deputy City Manager, and City staff for all of their efforts and time taken to reach out to the community and share information about Measure L and the City as a whole. He commended the Mayor for presenting a great opportunity to connect with residents at various public events such as Coffee with the Mayor and he was hopeful that future Mayors would continue the tradition.

ROUTINE ITEMS:

VICE MAYOR WOOD MOVED AND COUNCIL MEMBER DUBOIS SECONDED TO APPROVE ROUTINE ITEMS 1 THROUGH 4.

RI-1 Approval of Personnel Transactions

RI-2 Approval of Registers of Demands

RI-3 Approval of Proposition A Transit Fund Exchange and Assignment Agreement with the City of West Hollywood

RI-4 Approval of Participant Agreement for the Los Angeles Region Imagery Acquisition Consortium 6 (LARIAC6)

UPON ROLL CALL VOTE, THE MOTION WAS APPROVED:

AYES: COUNCIL MEMBERS: Croft, DuBois, Wood, Piazza and Rogers

NAYS: COUNCIL MEMBERS: None

1.1 • AWARD OF BID FOR PUBLIC WORKS PROJECT NO. 2015-4, DEL AMO & LAKEWOOD INTERSECTION IMPROVEMENTS

Assistant Public Works Director Max Withrow gave a brief oral presentation based on the memorandum in the agenda packet and stated five bids had been received for Del Amo & Lakewood intersection improvements. The project consisted of constructing additional left-turn lanes in each direction, widening of the Lakewood Boulevard bridge, modifying traffic signals, landscaping, paving and other related work. The lowest responsible bid was received

1.1 • AWARD OF BID FOR PUBLIC WORKS PROJECT NO. 2015-4, DEL AMO & LAKEWOOD INTERSECTION IMPROVEMENTS - Continued

from Los Angeles Engineering for \$4,422,604.40 and a previously approved funding agreement with Metro provided \$5,504,300 in regional Measure R funds for this project. Willdan Engineering submitted a proposal to provide construction management services for \$429,941 which only left \$67,370 for construction contingencies, equating to 1.5% of the construction contract amount. For a project of this size and complexity, a contingency of 10% to 15% was normally allocated and it was recommended that a contingency of \$500,000, or 11.3%, be made available through local Measure R funds. City Staff will then submit a request to Metro to obtain additional regional Measure R funds for the contingency costs. It was the recommendation of staff that the City Council award the contract to Los Angeles Engineering, in the amount of \$4,422,604.40; authorize staff to approve a cumulative total of contract change orders, as needed, not to exceed \$500,000; authorize temporary use of Local Measure R funds for construction contingency in an amount not to exceed \$500,000; authorize staff to execute Willdan's proposal to provide construction management services for an amount of \$429,941; and adopt the plans, specifications, and working details for the project.

Responding to inquiries from Council Member Croft, Mr. Withrow stated the contractor would begin the project by widening a portion of the road to use for space to set up equipment and noted that there would always be a traffic lane open in every direction. He assured that all lanes would be kept open during the busy holiday shopping season and the Public Information Office would be given information regarding time frames for lane closures so that residents could be made aware and adjust their driving routes accordingly.

Council Member DuBois shared her recollection of the early discussions of this project when she was on the Metro Board and was in favor of moving the project forward.

Mr. Withrow confirmed for Vice Mayor Wood that lane closures at this intersection would likely cause more traffic on streets such as Candlewood, Carson and South since motorists were likely to alternate routes. He clarified for Vice Mayor Wood that the project would continue during the holiday season and that all lanes would be open during that time. He also clarified that regional funds and not local funds would be used for this project since the intersection was identified as a "Hot Spot" by Metro and improving it would benefit the region.

Responding an inquiry from Mayor Rogers, Mr. Withrow stated that the impact from this project on the busy intersection during the holiday season would be kept a handle on just like projects in the past and City Manager Thaddeus McCormack assured that all lanes of travel would be open during the peak shopping season.

Mayor Rogers opened the public hearing at 7:57 p.m. and called for anyone in the audience wishing to address the City Council on this matter.

Mitchell Ramirez, Lakewood, requested information about the low bidder and their previous work. Mr. Withrow responded by stating that Los Angeles Engineering had not done work for

1.1 • AWARD OF BID FOR PUBLIC WORKS PROJECT NO. 2015-4, DEL AMO & LAKEWOOD INTERSECTION IMPROVEMENTS - Continued

the City before, however, their reference checks were satisfactory.

Mayor Rogers closed the public hearing at 7:59 p.m.

Council Member Piazza stated that he would abstain from voting on this item as he was an owner of a business located at this intersection.

COUNCIL MEMBER DUBOIS MOVED AND VICE MAYOR WOOD SECONDED TO APPROVE STAFF'S RECOMMENDATIONS. UPON ROLL CALL VOTE, THE MOTION WAS APPROVED:

AYES: COUNCIL MEMBERS: Croft, DuBois, Wood and Rogers

NAYS: COUNCIL MEMBERS: None

ABSTAIN: COUNCIL MEMBERS: Piazza

1.2 • AWARD OF BID FOR PUBLIC WORKS PROJECT NO. 2019-7, ADA DOOR IMPROVEMENTS TO THE EXISTING CENTRE AND CITY HALL

The Assistant Director of Public Works gave a brief oral presentation based on the memorandum in the agenda packet and reported that one bid from Song N Sons General Construction Inc. for \$151,000 was submitted for the ADA door improvements to the existing Centre and City Hall. The bid amount was below the engineer's estimate for the project, however, the contractor had completed similar installations for various public facilities and their reference checks were all favorable. Staff believed a slightly larger contingency than normal of 20% would be appropriate for this project since there could be unforeseen conditions once demolition began. The specifications of the project required the contractor to complete 50% of the work with their own forces and staff requested that this requirement be waived since Song N Sons proposed 85% of the work be done by a door subcontractor and 15% by an electrical subcontractor. Song N Sons would be responsible for all supervision and compliance on the project. An appropriation of \$510,000 from the Capital Reserve for ADA Improvements was needed to complete the project and provide funding for ADA parking improvements at the Civic Center and park sites. It was the recommendation of staff that the City Council adopt the plans, specifications, and working details for the project; waive the requirement in the standard specifications that at least 50% of the work be done by the contractor's own employees; award the contract to Song N Sons General Construction Inc., in the amount of \$151,000; authorize staff to approve a cumulative total of change orders, as necessary, not to exceed \$30,200; and appropriate \$510,000 from the General Fund assigned fund balance – Capital Replacement and Repair.

Responding to inquiries from Vice Mayor Wood, Mr. Withrow confirmed that references for the contractor were satisfactory and the bid amount being below the engineer's estimate was not necessarily concerning since the City did not have much experience with this type of project and the contractor had completed this type of work before.

1.2 • AWARD OF BID FOR PUBLIC WORKS PROJECT NO. 2019-7, ADA DOOR IMPROVEMENTS TO THE EXISTING CENTRE AND CITY HALL - Continued

Council Member DuBois questioned why there was only one bid for this project and whether the low price may have been a factor. Mr. Withrow was unsure why only one bid was submitted and stated that he was unaware of how many contractors were in this type of business. Mr. McCormack speculated that the smaller scale of the project may have not piqued the interest of larger contractors. Mayor Rogers shared that it was unfortunate to see more city projects receive single bids and that regulations for bidding on public projects might be a factor.

Mayor Rogers opened the public hearing at 8:03 p.m. and called for anyone in the audience wishing to address the City Council on this matter. There was no response.

COUNCIL MEMBER CROFT MOVED AND COUNCIL MEMBER DUBOIS SECONDED TO APPROVE STAFF'S RECOMMENDATIONS. UPON ROLL CALL VOTE, THE MOTION WAS APPROVED:

AYES: COUNCIL MEMBERS: Croft, DuBois, Wood, Piazza and Rogers

NAYS: COUNCIL MEMBERS: None

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ORAL COMMUNICATIONS:

Robert Bilevich, Lakewood, addressed the City Council regarding speeding on Claretta Avenue.

Nick Evans, Lakewood, addressed the City Council regarding break-ins in the Country Club area and the possibility of no parking signs

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ADJOURNMENT

There being no further business to be brought before the City Council, Mayor Rogers adjourned the meeting at 8:13 p.m. to Tuesday, March 24, 2020, at 6:30 p.m. in the Executive Board Room. A moment of silence was observed in memory of Leon Broussard IV.

Respectfully submitted,

Isabelle Diaz
Management Aide



Minutes

Lakewood City Council

Adjourned Regular Meeting held March 24, 2020

MEETING WAS CALLED TO ORDER at 6:32 p.m. by Mayor Rogers in the Executive Board Room at the Civic Center, 5000 Clark Avenue, Lakewood, California.

ROLL CALL: PRESENT: Mayor Todd Rogers
Vice Mayor Jeff Wood
Council Member Steve Croft
Council Member Diane DuBois (via teleconference)
Council Member Ron Piazza (via teleconference)

CLOSED SESSION:

At 6:32 p.m., the City Council recessed to a closed session in the Pan American Room.

CONFERENCE WITH LABOR NEGOTIATORS – Pursuant to Government Code §54957.6
Agency Designated Representative: City Manager, Office of the City Attorney (via teleconference) and Liebert Cassidy Whitmore, Director of Finance and Administrative Services, Deputy City Manager, Human Resources Manager, Personnel Technician
Employee Organization: Lakewood City Employees' Association

At 6:58 p.m., the City Council reconvened. No action was taken.

ADJOURNMENT

There being no further business to be brought before the City Council, Mayor Rogers adjourned the meeting at 6:58 p.m.

Respectfully submitted,

Jo Mayberry, CMC
City Clerk



Minutes

Lakewood City Council

Regular Meeting held March 24, 2020

MEETING WAS CALLED TO ORDER at 7:30 p.m. by Mayor Rogers in the Council Chambers at the Civic Center, 5000 Clark Avenue, Lakewood, California.

INVOCATION was offered by Council Member Steve Croft

PLEDGE OF ALLEGIANCE was led by Vice Mayor Jeff Wood

ROLL CALL: PRESENT: Mayor Todd Rogers
Vice Mayor Jeff Wood
Council Member Steve Croft
Council Member Diane DuBois (via teleconference)
Council Member Ron Piazza (via teleconference)

ANNOUNCEMENTS AND PRESENTATIONS:

Mayor Rogers stated that the Coronavirus Public Health Emergency had led to an unprecedented time in modern history. He reported that the City Council and staff had been and would continue to provide residents with updates on specific news or information that related to Lakewood and encouraged residents to monitor updates via video, social media, e-magazine, Lakewood's radio station 1620 AM, or by telephoning or emailing City Hall. He stated that City Council meetings would continue with appropriate social distancing, and that Council Member DuBois and Council Member Piazza as well as Steve Skolnik, City Attorney's Office, would be participating by telephone.

Mayor Rogers noted that with orders issued by Federal, State, and County officials, there were many questions and that it was the goal of the City to research and provide answers for its residents. He summarized answers to frequently asked questions about activities such as recreation activities, which should be limited to immediate household members, with no team practices; and when walking or hiking, maintain at least a six-foot distance from anyone other than immediate household members. Questions had also been received regarding pet grooming, but noted that these service providers were closed. Additionally, personal grooming services for humans, such as hair and nail salons and barber shops, were no longer allowed to open. He pointed out the impacts to local small business owners and their employees and stated that staff had been researching programs available through the State or Federal government to provide assistance to them, and that such information was available on the City's website. He concluded by pointing out that Lakewood had long been a great and caring community, and he encouraged residents to reach out to and support each other and to contact City Hall with their questions and concerns.

ANNOUNCEMENTS AND PRESENTATIONS: - Continued

Mayor Rogers announced that this was the last, full City Council meeting for Council Member Ron Piazza. He noted that with the current social distancing rules, any celebration for his years of service was not possible, but he wanted to express his appreciation for the time, energy and creativity that Ron had contributed not only as a member of the City Council, but also the decades of active community service prior to his past six years on the City Council. He stated that it had been a pleasure to work closely with Ron and he would be missed.

Council Member Piazza stated that it had been an honor to sit on the City Council and have the opportunity to serve as Mayor of the City of Lakewood, the city where he had grown up. He said he would be leaving the City in good hands and looked forward to again becoming an active bystander.

Council Member Croft stated that he had served with Council Member Piazza on a number of committees and appreciated his thoughtful and thorough work. He noted that it had been a pleasure to serve with someone so passionate about doing the best for the community.

Council Member DuBois stated that Council Member Piazza played an integral part in making Lakewood the great city it was today. She pointed out his role in starting the Lakewood Youth Hall of Fame, to encourage and recognize the athletic accomplishments of Lakewood's young people. She stated that Ron and his wife, Nancy, were well-loved and influential members of the community.

Vice Mayor Wood pointed out all of the experience, as a successful business owner and community volunteer, Council Member Piazza had brought to his Council service. He stated that the hallmark of leadership was knowing that you had made a difference and that, especially during his term as Mayor, Council Member Piazza had indeed made a positive difference for the community. He concluded by stating it had been an honor to serve with him, especially on the Lakewood Youth Hall of Fame Board of Electors.

City Manager Thaddeus McCormick characterized Council Member Piazza as an exemplar of everything good and decent about the City of Lakewood and expressed his pleasure at the opportunity to work for him.

Mayor Rogers announced that although Council Member Piazza would be retiring from the City Council, the voters had selected Ariel Pe, present in the audience, who would well fill that seat on the Council.

Council Member Croft expressed his appreciation to Mayor Rogers for the great effort he expended as the spokesman for the City Council during this time of emergency.

Vice Mayor Wood also thanked Mayor Rogers for his work to provide timely and accurate information to Lakewood's residents. He also expressed appreciation to the City staff, from the City Manager on down for keeping the City up and running, available to residents seeking information.

ANNOUNCEMENTS AND PRESENTATIONS: - Continued

Mayor Rogers pointed out the strength of the community which would get them through such difficult times, noting a text he had received which stated, "We're Lakewood Strong!"

ROUTINE ITEMS:

COUNCIL MEMBER CROFT MOVED AND VICE MAYOR WOOD SECONDED TO APPROVE ROUTINE ITEMS 1 THROUGH 8.

RI-1 Approval of Personnel Transactions

RI-2 Approval of Registers of Demands

RI-3 Report of City Council Committees' Activities

RI-4 Approval of Monthly Report of Investment Transactions - February 2020

RI-5 Approval of Agreement with City of Long Beach for Reclaimed (Recycled) Water Irrigation of Street Medians and Parkways on Carson Street

RI-6 RESOLUTION NO. 2020-4; A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAKEWOOD APPROVING THE APPLICATION FOR CALIFORNIA NATURAL RESOURCES AGENCY GRANT FUNDS FOR THE SAN MARTIN PARK IMPROVEMENT PROJECT

RI-7 Approval of Amended Agreement for 2020 Pan Am Fiesta Amusement Rides

RI-8 Authorization of Parking, Sidewalk and Ramp Repairs at Civic Center for ADA Compliance

UPON ROLL CALL VOTE, THE MOTION WAS APPROVED:

AYES: COUNCIL MEMBERS: Croft, DuBois, Wood, Piazza and Rogers

NAYS: COUNCIL MEMBERS: None

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

The City Manager made a presentation based on the memo in the agenda and stated that a State of Emergency had been declared by the State of California and the County of Los Angeles on March 4, 2020, due to the COVID-19 situation. On March 18th, acting in his capacity as Director of Emergency Services for the City of Lakewood, he had issued a

2.1 • RESOLUTION NO. 2020-5; RATIFYING A PROCLAMATION OF A LOCAL EMERGENCY DUE TO THE COVID-19 VIRUS - Continued

proclamation of local emergency, making the City eligible for State and Federal assistance and possible reimbursement for associated costs incurred. He advised that by law, the proclamation required ratification by the City Council and would require further review after sixty days, or until terminated by the City Council. He stated that although the circumstances were very difficult, City staff was dedicated to quickly analyze incoming information, assess the needs of the community, and develop and implement plans to address those needs through this unprecedented crisis. He noted that City Hall had been transitioned to a closed to in-person transactions, but was still available via telephone or email. It was the recommendation of staff that the City Council adopt the proposed resolution.

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 Manager also stated that an additional item had arisen subsequent to the posting of the agenda which would require the City Council to take action to add the item to the agenda.

Steve Skolnik, for the City Attorney, advised that under the Ralph M. Brown Act, in order to add the item, it was necessary to make certain findings, namely that the item had come to the attention of the City too late to place it on the agenda and that it required immediate action. He stated that since the item, an additional resolution, had come to the attention of the City yesterday and the City Council did not have another regularly scheduled meeting for three weeks, the item met both requirements. He advised the City Council that they would need to first vote to add the item and could then adopt both resolutions as a single action. He informed the City Council that the proposed resolution was a form required by the Governor's Office of Emergency Services and would be in effect for a period of three years.

VICE MAYOR WOOD MOVED AND COUNCIL MEMBER DUBOIS SECONDED TO ADD THE CONSIDERATION OF RESOLUTION NO. 2020-6 TO THE CITY COUNCIL AGENDA. UPON ROLL CALL VOTE, THE MOTION WAS APPROVED:

AYES: COUNCIL MEMBERS: Croft, DuBois, Wood, Piazza and Rogers
NAYS: COUNCIL MEMBERS: None

RESOLUTION NO. 2020-6; A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAKEWOOD RECOGNIZING THE STATE OF CALIFORNIA-GOVERNORS OFFICE OF EMERGENCY SERVICES, FORM 130 FOR DESIGNATION OF AUTHORIZED AGENTS FOR NON-STATE AGENCIES

Council Member Croft encouraged residents in need to reach out to available, trusted resources and to be especially cautious as scams were already beginning to surface.

Council Member DuBois stated she was impressed by the City staff and how quickly they had been able to rally to respond to increased inquiries for information, while keeping the City running and making services available.

2.1 • RESOLUTION NO. 2020-5; RATIFYING A PROCLAMATION OF A LOCAL EMERGENCY DUE TO THE COVID-19 VIRUS - Continued

COUNCIL MEMBER DUBOIS MOVED AND VICE MAYOR WOOD SECONDED TO ADOPT RESOLUTION NO. 2020-5 AND RESOLUTION NO. 2020-6. UPON ROLL CALL VOTE, THE MOTION WAS APPROVED:

AYES: COUNCIL MEMBERS: Croft, DuBois, Wood, Piazza and Rogers

NAYS: COUNCIL MEMBERS: None

Vice Mayor Wood added a reminder that even though things were far from normal, that people should not forget how important it was to respond to the U. S. Census, as many Federal and State programs for funding and representation were based on the final numbers. He noted that the process was very quick and easy and could all be done online.

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

Deputy City Manager Paolo Beltran presented a report based on the memo in the agenda and stated that the Governor had issued an Executive Order on March 16th that authorized local governments to halt evictions due to the COVID-19 virus. He advised that the proposed urgency ordinance would establish a temporary moratorium on residential and commercial evictions, provided specific criteria were met, namely that the inability to pay rent was due to the virus and verifiable documentation could be provided. He pointed out that while the ordinance provided a breathing space, it did not relieve the tenant of the responsibility to pay a portion of the rent were they able to do so, and that the balance due would be required within 180 days of the expiration of the Governor's executive order, which is May 31, 2020.

Council Member Croft stated that this ordinance would provide an important option for people who were dealing with lost or reduced wages through furloughs and layoffs and for business owners who would have been required to close. He clarified that it did not relieve people of the liability to pay the full amount owed, but rather provided a window for those temporarily unable to meet their obligations. He encouraged all tenants to communicate fully with their landlords.

Vice Mayor Wood stated that although there was an opportunity for the unscrupulous to take advantage of this situation, the need to save businesses, especially local small businesses and homes far outweighed that.

Council Member Piazza pointed out that the loss of income was not something every landlord could afford either and encouraged everyone, tenants and landlords, to have some empathy during this process.

2.2 • ORDINANCE NO. 2020-3; TEMPORARY MORATORIUM ON EVICTING TENANTS DUE TO CAUSES RELATED TO THE COVID-19 - Continued

Mr. Skolnik advised that as an urgency ordinance, no first and second reading would be required, that the ordinance would take effect immediately and it would require at least four affirmative votes.

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 was read by title by Mayor Rogers.

COUNCIL MEMBER CROFT MOVED AND COUNCIL MEMBER DUBOIS SECONDED TO WAIVE FURTHER READING AND ADOPT ORDINANCE NO. 2020-3. UPON ROLL CALL VOTE, THE MOTION WAS APPROVED:

AYES: COUNCIL MEMBERS: Croft, DuBois, Wood, Piazza and Rogers

NAYS: COUNCIL MEMBERS: None

3.1 • GENERAL PLAN ANNUAL PROGRESS REPORT

Director of Community Development Abel Avalos displayed slides and made a presentation based on the memo in the agenda. He stated the General Plan was a state-mandated document which plans a framework for the City's physical, social and economic development for up to 20 years into the future. He noted an annual report was required and this presentation was on the 2019 plan year, primarily the Housing Element of the Plan. He reported that 17 housing units had been added in 2019, bringing the City's Regional Housing Needs Assessment (RHNA) achievement number to 36%. He pointed out that while the numbers might seem low, the City did not build housing projects but relied on private investors to develop projects, and that Lakewood had never denied a housing development project from being built in the City. He also reviewed median home prices for the City and stated that for 2019, the median price was \$565,000. He concluded by reviewing the new businesses that had come in 2019. It was the recommendation of the Planning and Environment Commission that the City Council receive and file the 2019 General Plan Annual Report and direct staff to submit the report to the State Department of Housing and Community Development and to the Governor's Office of Planning and Research.

Responding to questions from Vice Mayor Wood, Mr. Avalos reaffirmed that the City was not preventing any projects from being built; and that while the original housing stock was mostly two- and three-bedroom houses, the newer houses and apartments being constructed were larger floorplans, with three and four bedrooms being the norm.

3.1 • GENERAL PLAN ANNUAL PROGRESS REPORT - Continued

In response to inquiries from Council Member Croft, the Director stated that a new development was included in the housing count once the construction permits had been issued; and that the vacancy rate numbers were based on a statistical calculation made by the State Department of Finance and he would provide a further analysis of that number in the next report.

Council Member Piazza emphasized that not only did the City encourage and approve housing development projects, but as an older community, the City was predominantly built out, with not much land for new development.

COUNCIL MEMBER CROFT MOVED AND VICE MAYOR WOOD SECONDED TO RECEIVE AND FILE THE 2019 GENERAL PLAN ANNUAL PROGRESS REPORT AND TO FILE SAID REPORT WITH THE APPROPRIATE STATE AGENCIES. UPON ROLL CALL VOTE, THE MOTION WAS APPROVED:

AYES: COUNCIL MEMBERS: Croft, DuBois, Wood, Piazza and Rogers

NAYS: COUNCIL MEMBERS: None

3.2 • SELECTION OF INDEPENDENT AUDIT SERVICES PROVIDER

Director of Finance and Administrative Services, Jose Gomez, made a presentation based on the memo in the agenda and stated the City contracted with an outside auditing firm as an integral part of the checks and balances system. He stated that the administrative policy required the City Council Audit Committee to select and recommend an auditor, based on a competitive process. He reported that twenty-one requests for proposals had been distributed, with seven firms responding. Following staff review of each proposal, three firms were interviewed with The Pun Group being the most highly recommended. He noted that of the top three, The Pun Group offered the lowest fees. Findings were presented to and reviewed by the Audit Committee on March 18th. It was the recommendation of staff, with the concurrence of the Audit Committee, that the City Council approve a three-year contract for auditing services with The Pun Group, with an option to extend the agreement for an additional two years.

Council Member Croft stated that as a member of the Audit Committee, along with Council Member Piazza, one of the additional benefits of contracting with The Pun Group was that the same firm had been contracting with the City before the contracting out of the water billing system, and that with the billing returning in house, they would be familiar with the old system.

COUNCIL MEMBER DUBOIS MOVED AND VICE MAYOR WOOD SECONDED TO APPROVE STAFF'S RECOMMENDATION. UPON ROLL CALL VOTE, THE MOTION WAS APPROVED:

AYES: COUNCIL MEMBERS: Croft, DuBois, Wood, Piazza and Rogers

NAYS: COUNCIL MEMBERS: None

3.3 • ADDITIONAL ITEM:

REQUEST FOR SUBSTITUTION OF SUB-CONTRACTOR, PUBLIC WORKS CONTRACT 2019-7, ADA DOOR IMPROVEMENTS TO THE EXISTING CENTRE AND CITY HALL

Mr. Skolnik advised that there was an additional item that was recommended to be added to the agenda. He stated that on the previous day, staff had been apprised that the major subcontractor for a construction project which had been awarded March 10th, had provided notice that they would not be able to perform the work. In order for the project to move forward, the general contractor had requested a substitution, which required City Council approval. He stated that this situation clearly met the test for subsequent need.

COUNCIL MEMBER CROFT MOVED AND VICE MAYOR WOOD SECONDED TO ADD CONSIDERATION OF THE SUBSTITUTION TO THE AGENDA. UPON ROLL CALL VOTE, THE MOTION WAS APPROVED:

AYES: COUNCIL MEMBERS: Croft, DuBois, Wood, Piazza and Rogers

NAYS: COUNCIL MEMBERS: None

Lisa Rapp, Director of Public Works, provided a brief report stating that according to the California Public Contract Code, once awarded a bid, the general contractor must have the approval of the City Council in order to substitute a major subcontractor if said subcontractor was unable to sign their contract. She reported that a request had been received from Song N Sons Inc., the primary contractor for the ADA door improvements to the existing Centre and City Hall buildings, and also a letter from the original subcontractor stating they were unable to sign the contract and requesting release. It was the recommendation of staff that the City Council authorize the substitution of subcontractor for Public Works Contract 2019-3.

Responding to questions from Council Member Piazza, Ms. Rapp stated that the replacement contractor had been identified and would complete the specified work for the original contract bid amount.

Council Member DuBois confirmed from the Public Works Director that the new subcontractor was readily available to perform the work.

VICE MAYOR WOOD MOVED AND COUNCIL MEMBER CROFT SECONDED TO APPROVE THE SUBSTITUTION OF SUBCONTRACTOR FOR PUBLIC WORKS CONTRACT NO. 2019-3. UPON ROLL CALL VOTE, THE MOTION WAS APPROVED:

AYES: COUNCIL MEMBERS: Croft, DuBois, Wood, Piazza and Rogers

NAYS: COUNCIL MEMBERS: None

ORAL COMMUNICATIONS: None

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ADJOURNMENT

There being no further business to be brought before the City Council, Mayor Rogers adjourned the meeting at 8:40 p.m. to Tuesday, April 14, 2020, at 6:30 p.m. in the Pan American Room.

Respectfully submitted,

Jo Mayberry, CMC
City Clerk

D I V I D E R S H E E T

COUNCIL AGENDA

August 25, 2020

TO: The Honorable Mayor and City Council**SUBJECT:** Report of Personnel Transactions

	<u>Name</u>	<u>Title</u>	<u>Schedule</u>	<u>Effective Date</u>
1. FULL-TIME EMPLOYEES				
A. Appointments	None			
B. Changes	None			
C. Separations	Thomas Hsu	Pump Station Operator	18A	07/23/2020
2. PART-TIME EMPLOYEES				
A. Appointments	Geoffrey Yates	Maintenance Trainee I	B	08/10/2020
B. Changes	Brandon Deforeest	Maintenance Trainee I Maintenance Trainee II	B to B	07/26/2020
	Enrique Esquivel	Maintenance Services Aide III Maintenance Services Aide IV	B to B	08/09/2020
C. Separations	Desmond Carter	Community Services Leader IV	B	08/13/2020
	Marcella Encinas	Community Services Officer I	B	07/22/2020
	Lisa Marks	Paratransit Vehicle Operator V	B	07/17/2020

Thaddeus McCormack
City Manager

D I V I D E R S H E E T

**CITY OF LAKEWOOD
FUND SUMMARY 7/30/2020**

In accordance with section 2521 of the Lakewood Municipal Code there is presented herewith a summary of obligations to be paid by voucher 98713 through 98806. Each of the following demands has been audited by the Director of Administrative Services and approved by the City Manager.

1010	GENERAL FUND	1,428,024.67
1020	CABLE TV	925.41
1050	COMMUNITY FACILITY	969.01
1336	STATE COPS GRANT	18,926.80
1621	LA CNTY MEASURE R	1,642.33
1623	LA CNTY MEASURE W	2,200.00
3001	CAPITAL IMPROV PROJECT FUND	41,528.42
3901	HOUSING SUCCESSOR AGENCY	50.00
5010	GRAPHICS AND COPY CENTER	181.87
5020	CENTRAL STORES	4,251.33
5030	FLEET MAINTENANCE	1,995.22
7500	WATER UTILITY FUND	41,359.75
8030	TRUST DEPOSIT	4,050.00
		<hr/>
		1,546,104.81

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
98713	07/30/2020	4113	SHAKER NERMINE	1,925.00	0.00	1,925.00
98714	07/30/2020	2701	AIRE RITE A/C & REFRIGERATION INC	375.00	0.00	375.00
98715	07/30/2020	1700	ALLIED REFRIGERATION INC	56.73	0.00	56.73
98716	07/30/2020	7500	CENTRAL BASIN MUNICIPAL WATER	5,136.25	0.00	5,136.25
98717	07/30/2020	5200	DAHLIN GROUP. INC.	1,040.00	0.00	1,040.00
98718	07/30/2020	65038	FED EX OFFICE & PRINT SVCS INC	486.86	0.00	486.86
98719	07/30/2020	59433	GANAHL LUMBER COMPANY	893.73	0.00	893.73
98720	07/30/2020	5257	GRANITE TELECOMMUNICATIONS. LLC	171.44	0.00	171.44
98721	07/30/2020	35477	HARA M LAWNMOWER CENTER	100.02	0.00	100.02
98722	07/30/2020	36589	IMMEDIATE MEDICAL CARE	105.00	0.00	105.00
98723	07/30/2020	4180	JONES RICHARD D. A PROF LAW CORP	3,662.05	0.00	3,662.05
98724	07/30/2020	21600	LOS ANGELES CO SHERIFFS DEPT	968,538.77	0.00	968,538.77
98725	07/30/2020	45069	LOS ANGELES CO/DEPT PW BLDG SVCS	99,487.97	0.00	99,487.97
98726	07/30/2020	1615	PFM ASSET MANAGEMENT LLC	3,104.60	0.00	3,104.60
98727	07/30/2020	4956	ROSS AVIATION INVESTMENT. LLC	4,453.48	0.00	4,453.48
98728	07/30/2020	4309	SAFESHRED	25.00	0.00	25.00
98729	07/30/2020	29400	SOUTHERN CALIFORNIA EDISON CO	12,698.53	0.00	12,698.53
98730	07/30/2020	4581	STEIN. ANDREW T	1,487.59	0.00	1,487.59
98731	07/30/2020	59212	TETRA TECH INC	26,747.50	0.00	26,747.50
98732	07/30/2020	2372	TGIS CATERING SVCS INC	420.10	0.00	420.10
98733	07/30/2020	4525	THE LIFEGUARD STORE INC.	215.25	0.00	215.25
98734	07/30/2020	4525	THE LIFEGUARD STORE INC.	60.50	0.00	60.50
98735	07/30/2020	4069	TRAFFIC MANAGEMENT. INC	6,625.00	0.00	6,625.00
98736	07/30/2020	66245	TYLER TECHNOLOGIES MUNIS DIVISION	250.00	0.00	250.00
98737	07/30/2020	1437	U S BANK NATIONAL ASSOCIATION	38,580.14	0.00	38,580.14
98738	07/30/2020	33200	WALTERS WHOLESALE ELECTRIC CO	168.90	0.00	168.90
98739	07/30/2020	17640	WAXIE ENTERPRISES INC	209.01	0.00	209.01
98740	07/30/2020	37745	WESTERN EXTERMINATOR CO	53.50	0.00	53.50
98741	07/30/2020	35146	WILLDAN ASSOCIATES	18,854.25	0.00	18,854.25
98742	07/30/2020	4837	XEROX CORPORATION	181.87	0.00	181.87
98743	07/30/2020	2701	AIRE RITE A/C & REFRIGERATION INC	2,496.05	0.00	2,496.05
98744	07/30/2020	4551	ACCOUNTING PRINCIPALS. INC	2,777.88	0.00	2,777.88
98745	07/30/2020	39123	BACKFLOW APPARATUS & VALUE COMPANY	402.41	0.00	402.41
98746	07/30/2020	46162	C S M F O	150.00	0.00	150.00
98747	07/30/2020	57079	CALIF JOINT POWERS INS AUTHORITY	1,187.00	0.00	1,187.00
98748	07/30/2020	40572	CHICAGO TITLE CO	50.00	0.00	50.00
98749	07/30/2020	45894	CINTAS CORPORATION	140.34	0.00	140.34
98750	07/30/2020	5008	COLOR CARD ADMINISTRATOR CORP.	105.11	0.00	105.11
98751	07/30/2020	3213	DIRECTV INC	128.49	0.00	128.49
98752	07/30/2020	4660	ZW USA INC.	301.54	0.00	301.54
98753	07/30/2020	5229	DUNRITE PEST CONTROL INC.	260.00	0.00	260.00
98754	07/30/2020	4435	ELLIOTT AUTO SUPPLY COMPANY INC	360.76	0.00	360.76
98755	07/30/2020	3946	FERGUSON ENTERPRISES INC	1,972.70	0.00	1,972.70
98756	07/30/2020	5182	FRED ALLEN ENTERPRISES. INC.	89.99	0.00	89.99

CITY OF LAKEWOOD

SUMMARY CHECK REGISTER

CHECK #	CHECK DATE	VEND #	VENDOR NAME	GROSS	DISC.	CHECK AMOUNT
98757	07/30/2020	34845	GLASBY MAINTENANCE SUPPLY CO	63.50	0.00	63.50
98758	07/30/2020	52540	GONSALVES JOE A & SON	4,526.00	0.00	4,526.00
98759	07/30/2020	65575	HAP'S AUTO PARTS	82.60	0.00	82.60
98760	07/30/2020	4433	HOUSTON ENGINEERING INC	2,200.00	0.00	2,200.00
98761	07/30/2020	4622	JHM SUPPLY INC	817.28	0.00	817.28
98762	07/30/2020	18550	LAKEWOOD. CITY OF	100.00	0.00	100.00
98763	07/30/2020	4643	BRODERICK JAY	32.50	0.00	32.50
98764	07/30/2020	58414	MANAGED HEALTH NETWORK	344.85	0.00	344.85
98765	07/30/2020	23130	MC MASTER-CARR SUPPLY CO	1,003.08	0.00	1,003.08
98766	07/30/2020	52588	MILLER DON & SONS	17.87	0.00	17.87
98767	07/30/2020	5201	NACHREINER. MATTHEW JASON	700.00	0.00	700.00
98768	07/30/2020	4190	NATIONAL UNION FIRE INSURANCE CO	527.38	0.00	527.38
98769	07/30/2020	4443	O'REILLY AUTOMOTIVE STORES INC	161.01	0.00	161.01
98770	07/30/2020	47554	OFFICE DEPOT BUSINESS SVCS	574.42	0.00	574.42
98771	07/30/2020	4719	JOYCE LOU. INC.	1,578.22	0.00	1,578.22
98772	07/30/2020	4839	ROBINSON HELICOPTER COMPANY	100.00	0.00	100.00
98773	07/30/2020	45437	S & J SUPPLY CO	902.84	0.00	902.84
98774	07/30/2020	5230	SITEONE LANDSCAPE SUPPLY. LLC	2,569.16	0.00	2,569.16
98775	07/30/2020	52279	SMART & FINAL INC	162.85	0.00	162.85
98776	07/30/2020	26900	SO CALIF SECURITY CENTERS INC	237.58	0.00	237.58
98777	07/30/2020	47054	SOUTHEAST AREA ANIMAL CONTROL AUTH	250,875.00	0.00	250,875.00
98778	07/30/2020	4368	SPECIALTY TIRES LLC	539.29	0.00	539.29
98779	07/30/2020	37930	STANDARD INSURANCE CO UNIT 22	8,914.82	0.00	8,914.82
98780	07/30/2020	62516	TNT FIREWORKS	3,750.00	0.00	3,750.00
98781	07/30/2020	3110	TORRES LOPEZ JAVIER	167.00	0.00	167.00
98782	07/30/2020	60685	TURF STAR	372.13	0.00	372.13
98783	07/30/2020	66245	TYLER TECHNOLOGIES MUNIS DIVISION	30,112.17	0.00	30,112.17
98784	07/30/2020	1437	U S BANK NATIONAL ASSOCIATION	916.79	0.00	916.79
98785	07/30/2020	4718	UNITED WATER WORKS INC	1,111.54	0.00	1,111.54
98786	07/30/2020	57135	VISION SERVICE PLAN	4,193.95	0.00	4,193.95
98787	07/30/2020	33200	WALTERS WHOLESALE ELECTRIC CO	55.02	0.00	55.02
98788	07/30/2020	5155	WATER SYSTEM SERVICES LLC	175.00	0.00	175.00
98789	07/30/2020	62628	WELLS C. PIPELINE MATERIALS	16,512.60	0.00	16,512.60
98790	07/30/2020	5319	WILBER. BILL	30.00	0.00	30.00
98791	07/30/2020	3699	BALAGTAS. CIRIACO	48.00	0.00	48.00
98792	07/30/2020	3699	BROWN. ANIA	118.00	0.00	118.00
98793	07/30/2020	3699	CLARK. DOROTHY	21.00	0.00	21.00
98794	07/30/2020	3699	ENOS. VANESSA	43.00	0.00	43.00
98795	07/30/2020	3699	GANZAGAN. LUZ	43.00	0.00	43.00
98796	07/30/2020	3699	KELLER. KELLY	2.00	0.00	2.00
98797	07/30/2020	3699	LEDET-WILLIS. DONNA	43.00	0.00	43.00
98798	07/30/2020	3699	MAESTAS. MELISSA	21.00	0.00	21.00
98799	07/30/2020	3699	MCLEY. MICHELLE	100.00	0.00	100.00
98800	07/30/2020	3699	PRIETO. ANTONIO	673.00	0.00	673.00

CITY OF LAKEWOOD

SUMMARY CHECK REGISTER

CHECK #	CHECK DATE	VEND #	VENDOR NAME	GROSS	DISC.	CHECK AMOUNT
98801	07/30/2020	3699	REYNOLDS. VIVIAN	45.00	0.00	45.00
98802	07/30/2020	3699	SEN. CHANBOPHA	21.00	0.00	21.00
98803	07/30/2020	3699	VALENCIA. AMANDA	93.05	0.00	93.05
98804	07/30/2020	3699	VU. BRYAN	100.00	0.00	100.00
98805	07/30/2020	3699	WRIGHT. LUCRETIA	21.00	0.00	21.00
98806	07/30/2020	4963	COUCH. RON JR.	3,750.00	0.00	3,750.00
Totals:				<u>1,546,104.81</u>	<u>0.00</u>	<u>1,546,104.81</u>

**CITY OF LAKEWOOD
SUMMARY ACH/WIRE REGISTER JUL 2020**

ACH date	Amount	Recipient	Purpose	Period
7/1/20	94,711.54	CalPERS	PERS contribution	May 31-Jun 13, 2020
7/1/20	91,557.70	IRS via F&M	Fed taxes	Jun 14-27, 2020
7/2/20	24,950.65	EDD	State taxes	Jun 14-27, 2020
7/2/20	6,422.00	Southland C/U	employee savings account	Jun 14-27, 2020
7/2/20	3,438.50	F&A Fed C/U	employee savings account	Jun 14-27, 2020
7/8/20	21,337.48	VOYA	VOYA 401(a)	Jun 14-27, 2020
7/8/20	5,331.57	PARS via U.S. Bank	stackable plan	Jun 14-27, 2020
7/8/20	3,425.00	PARS via U.S. Bank	excess stackable plan	Jun 14-27, 2020
7/8/20	27,815.26	VOYA	VOYA 457 & ROTH	Jun 14-27, 2020
7/8/20	1,697.37	MidAmerica	ARS aka APPLE	Jun 14-27, 2020
7/10/20	107,075.47	CalPERS	PERS Health	July 2020
7/15/20	100,792.64	IRS via F&M	Fed taxes	Jun 28-July 11, 2020
7/16/20	27,755.96	EDD	State taxes	Jun 28-July 11, 2020
7/17/20	90,206.08	CalPERS	PERS contribution	Jun 14-27, 2020
7/17/20	3,888.50	F&A Fed C/U	employee savings account	Jun 28-July 11, 2020
7/17/20	6,422.00	Southland C/U	employee savings account	Jun 28-July 11, 2020
7/20/20	3,331.24	MidAmerica	ARS aka APPLE	Jun 28-July 11, 2020
7/20/20	41,071.33	VOYA	VOYA 401(a)	Jun 28-July 11, 2020
7/20/20	9,086.78	PARS via U.S. Bank	stackable plan	Jun 28-July 11, 2020
7/20/20	27,117.70	VOYA	VOYA 457 & ROTH	Jun 28-July 11, 2020
7/22/20	102,488.98	CalPERS	PERS contribution	Jun 28-July 11, 2020
7/23/20	59,984.26	City Light & Power	monthly maint fee	July 2020
7/24/20	2,392,199.00	CalPERS	Unfunded Liability	FY 20/21
7/29/20	86,215.93	IRS via F&M	Fed taxes	Jul 12-25, 2020
7/30/20	21,692.96	EDD	State taxes	Jul 12-25, 2020

Council Approval

August 25, 2020

Date

City Manager

Attest:

City Clerk

Director of Finance & Administrative Services

**CITY OF LAKEWOOD
FUND SUMMARY 8/6/2020**

In accordance with section 2521 of the Lakewood Municipal Code there is presented herewith a summary of obligations to be paid by voucher 98807 through 98894. Each of the following demands has been audited by the Director of Administrative Services and approved by the City Manager.

1010	GENERAL FUND	477,786.57
1050	COMMUNITY FACILITY	1,034.87
1070	RETIREE BENEFITS	750.00
1621	LA CNTY MEASURE R	31,615.76
3001	CAPITAL IMPROV PROJECT FUND	487,873.65
3015	ROAD MAINTC & REHAB ACCT	95,381.66
3060	PROPOSITION "A"	3,607.72
3070	PROPOSITION "C"	140.56
5010	GRAPHICS AND COPY CENTER	1,754.54
5020	CENTRAL STORES	2,221.58
5030	FLEET MAINTENANCE	7,161.18
7500	WATER UTILITY FUND	265,218.69
8020	LOCAL REHAB LOAN	1,520.00
8030	TRUST DEPOSIT	1,030.00
		<hr/>
		1,377,096.78

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
98807	08/03/2020	5251	ARAMEXX GROUP INC.	69,779.03	0.00	69,779.03
98808	08/03/2020	5251	ARAMEXX GROUP INC.	105,968.39	0.00	105,968.39
98809	08/06/2020	4842	A T & T CORP	242.35	0.00	242.35
98810	08/06/2020	5179	ALS GROUP USA. CORP.	1,428.00	0.00	1,428.00
98811	08/06/2020	5364	AOUATRAX	4,900.00	0.00	4,900.00
98812	08/06/2020	60195	CR TRANSFER INC	3,393.00	0.00	3,393.00
98813	08/06/2020	3199	EDCO WASTE SERVICES LLC	2,981.85	0.00	2,981.85
98814	08/06/2020	4884	FRONTIER CALIFORNIA INC.	2,780.04	0.00	2,780.04
98815	08/06/2020	65779	GOLDEN STATE WATER COMPANY	14,569.65	0.00	14,569.65
98816	08/06/2020	3959	HORIZON MECHANICAL CONTRACTORS	680.00	0.00	680.00
98817	08/06/2020	4180	JONES RICHARD D. A PROF LAW CORP	990.00	0.00	990.00
98818	08/06/2020	18400	LAKEWOOD. CITY WATER DEPT	38,491.78	0.00	38,491.78
98819	08/06/2020	45069	LOS ANGELES CO/DEPT PW BLDG SVCS	71,768.87	0.00	71,768.87
98820	08/06/2020	60037	LOS ANGELES ENGINEERING. INC	324,708.48	0.00	324,708.48
98821	08/06/2020	29400	SOUTHERN CALIFORNIA EDISON CO	26,726.88	0.00	26,726.88
98822	08/06/2020	29500	SOUTHERN CALIFORNIA GAS CO	3,158.83	0.00	3,158.83
98823	08/06/2020	1737	SOUTHERN COUNTIES LUBRICANTS	412.54	0.00	412.54
98824	08/06/2020	5128	SUKUT CONSTRUCTION. LLC	75,762.50	0.00	75,762.50
98825	08/06/2020	52484	TREND OFFSET PRINTING SERVICES INC	7,215.44	0.00	7,215.44
98826	08/06/2020	7400	WATER REPLENISHMENT DISTRICT OF	226,146.70	0.00	226,146.70
98827	08/06/2020	35146	WILLDAN ASSOCIATES	17,575.25	0.00	17,575.25
98828	08/06/2020	4837	XEROX CORPORATION	1,754.54	0.00	1,754.54
98829	08/06/2020	62243	4IMPRINT	903.47	0.00	903.47
98830	08/06/2020	50223	A.W.W.A.	4,269.00	0.00	4,269.00
98831	08/06/2020	4644	AGRI-TURF DISTRIBUTING	371.79	0.00	371.79
98832	08/06/2020	860	ALLIANT INSURANCE SERVICES	23,979.00	0.00	23,979.00
98833	08/06/2020	58000	AMERICAN TRUCK & TOOL RENTAL INC	184.98	0.00	184.98
98834	08/06/2020	4693	APEX DRUM COMPANY. INC.	925.27	0.00	925.27
98835	08/06/2020	5158	BANNER BANK	3,987.50	0.00	3,987.50
98836	08/06/2020	5158	BANNER BANK	17,089.92	0.00	17,089.92
98837	08/06/2020	5266	BAY AREA DRIVING SCHOOL. INC.	85.80	0.00	85.80
98838	08/06/2020	4978	CALIFORNIA FOUNDATION FOR THE	241.15	0.00	241.15
98839	08/06/2020	57079	CALIF JOINT POWERS INS AUTHORITY	280,460.00	0.00	280,460.00
98840	08/06/2020	45894	CINTAS CORPORATION	70.44	0.00	70.44
98841	08/06/2020	61592	COTTER CHURCH SUPPLIES INC	1,781.34	0.00	1,781.34
98842	08/06/2020	5335	CUMMINS INC.	93.41	0.00	93.41
98843	08/06/2020	4498	DELTA DENTAL INSURANCE COMPANY	1,029.57	0.00	1,029.57
98844	08/06/2020	56889	DELTA DENTAL OF CALIFORNIA	7,169.98	0.00	7,169.98
98845	08/06/2020	1783	DEMSEY FILLIGER & ASSOCIATES LLC	750.00	0.00	750.00
98846	08/06/2020	4435	ELLIOTT AUTO SUPPLY COMPANY INC	137.51	0.00	137.51
98847	08/06/2020	5182	FRED ALLEN ENTERPRISES. INC.	1,557.57	0.00	1,557.57
98848	08/06/2020	61688	FULL COMPASS SYSTEMS LTD	492.81	0.00	492.81
98849	08/06/2020	4422	GARIBALDO'S NURSERY	175.20	0.00	175.20
98850	08/06/2020	38311	H & H NURSERY	54.74	0.00	54.74

CITY OF LAKEWOOD

SUMMARY CHECK REGISTER

CHECK #	CHECK DATE	VEND #	VENDOR NAME	GROSS	DISC.	CHECK AMOUNT
98851	08/06/2020	4622	JHM SUPPLY INC	352.22	0.00	352.22
98852	08/06/2020	53365	KENNY'S AUTO SERVICE	151.00	0.00	151.00
98853	08/06/2020	2956	KICK IT UP KIDZ. LLC	19.50	0.00	19.50
98854	08/06/2020	64510	KRAUSE. DIANN	166.00	0.00	166.00
98855	08/06/2020	18550	LAKEWOOD. CITY OF	100.00	0.00	100.00
98856	08/06/2020	41075	LERN	395.00	0.00	395.00
98857	08/06/2020	20300	LONG BEACH CITY GAS & WATER DEPT	576.17	0.00	576.17
98858	08/06/2020	4643	BRODERICK JAY	26.00	0.00	26.00
98859	08/06/2020	23130	MC MASTER-CARR SUPPLY CO	17.37	0.00	17.37
98860	08/06/2020	62741	MITCHELL REPAIR INFORMATION CO LLC	2,640.00	0.00	2,640.00
98861	08/06/2020	3177	MORENO. HECTOR	105.00	0.00	105.00
98862	08/06/2020	4443	O'REILLY AUTOMOTIVE STORES INC	902.31	0.00	902.31
98863	08/06/2020	47554	OFFICE DEPOT BUSINESS SVCS	167.60	0.00	167.60
98864	08/06/2020	4722	PERMECO INC	930.00	0.00	930.00
98865	08/06/2020	51171	PERS LONG TERM CARE PROGRAM	70.64	0.00	70.64
98866	08/06/2020	29300	S C A G	8,460.00	0.00	8,460.00
98867	08/06/2020	66280	BARRY SANDLER ENTERPRISES	118.05	0.00	118.05
98868	08/06/2020	5197	SIGNAL HILL AUTO ENTERPRISES INC.	394.20	0.00	394.20
98869	08/06/2020	5230	SITEONE LANDSCAPE SUPPLY. LLC	369.16	0.00	369.16
98870	08/06/2020	26900	SO CALIF SECURITY CENTERS INC	70.08	0.00	70.08
98871	08/06/2020	29400	SOUTHERN CALIFORNIA EDISON CO	4,223.65	0.00	4,223.65
98872	08/06/2020	37930	STANDARD INSURANCE CO UNIT 22	2,265.15	0.00	2,265.15
98873	08/06/2020	5297	THURSTON ELEVATOR CONCEPTS. INC.	140.00	0.00	140.00
98874	08/06/2020	4873	TRANSAMERICA LIFE INSURANCE COMPANY	1,771.79	0.00	1,771.79
98875	08/06/2020	60685	TURF STAR	474.69	0.00	474.69
98876	08/06/2020	35089	UNDERGROUND SERVICE ALERT	123.85	0.00	123.85
98877	08/06/2020	49848	USA BLUE BOOK A DIVISION OF	251.31	0.00	251.31
98878	08/06/2020	17640	WAXIE ENTERPRISES INC	927.47	0.00	927.47
98879	08/06/2020	5320	WILLIAMS. MICHELLE	188.00	0.00	188.00
98880	08/06/2020	3699	ABEYTA. SHANNON	160.00	0.00	160.00
98881	08/06/2020	3699	CASTRO. TONI	80.00	0.00	80.00
98882	08/06/2020	3699	DE JOYA. JOHN	43.00	0.00	43.00
98883	08/06/2020	3699	DEWEY PEST CONTROL	1,520.00	0.00	1,520.00
98884	08/06/2020	3699	DUCHARME. VICTORIA	20.00	0.00	20.00
98885	08/06/2020	3699	GROTSKY. ERICA	26.00	0.00	26.00
98886	08/06/2020	3699	JONES. ROSIE	248.00	0.00	248.00
98887	08/06/2020	3699	JUSSILA-PHAN. SUSAN	320.00	0.00	320.00
98888	08/06/2020	3699	KELLER. KELLY	4.00	0.00	4.00
98889	08/06/2020	3699	LOTT. ROSLYN	42.00	0.00	42.00
98890	08/06/2020	3699	MARTINEZ. STEPHANIE	727.00	0.00	727.00
98891	08/06/2020	3699	MCCOY. VONYA	160.00	0.00	160.00
98892	08/06/2020	3699	RABORAR. PAUL	43.00	0.00	43.00
98893	08/06/2020	3699	SIMMS. JADAE	28.00	0.00	28.00
98894	08/06/2020	3699	WELLS. JANET	35.00	0.00	35.00

**CITY OF LAKEWOOD
SUMMARY CHECK REGISTER**

<u>CHECK #</u>	<u>CHECK DATE</u>	<u>VEND #</u>	<u>VENDOR NAME</u>	<u>GROSS</u>	<u>DISC.</u>	<u>CHECK AMOUNT</u>
			Totals:	<u>1,377,096.78</u>	<u>0.00</u>	<u>1,377,096.78</u>

**CITY OF LAKEWOOD
FUND SUMMARY 8/13/2020**

In accordance with section 2521 of the Lakewood Municipal Code there is presented herewith a summary of obligations to be paid by voucher 98895 through 99010. Each of the following demands has been audited by the Director of Administrative Services and approved by the City Manager.

1010	GENERAL FUND	401,860.69
1030	CDBG CURRENT YEAR	33,974.58
1050	COMMUNITY FACILITY	3,422.82
1623	LA CNTY MEASURE W	244,301.47
1630	USED OIL GRANT	17,464.61
3000	AIR QUALITY IMPROVEMENT	12,741.63
3001	CAPITAL IMPROV PROJECT FUND	4,860.75
3070	PROPOSITION "C"	53.86
5010	GRAPHICS AND COPY CENTER	1,787.75
5020	CENTRAL STORES	6,482.22
5030	FLEET MAINTENANCE	421.80
6020	GEOGRAPHIC INFORMATION SYSTEM	57.49
7500	WATER UTILITY FUND	273,414.58
8020	LOCAL REHAB LOAN	357.00
8030	TRUST DEPOSIT	100.00
		<hr/>
		1,001,301.25

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
98895	08/13/2020	1700	ALLIED REFRIGERATION INC	343.33	0.00	343.33
98896	08/13/2020	4684	AMAZON.COM LLC	5,280.08	0.00	5,280.08
98897	08/13/2020	39123	BACKFLOW APPARATUS & VALUE COMPANY	86.11	0.00	86.11
98898	08/13/2020	4300	CAL-RECYCLE	17,464.61	0.00	17,464.61
98899	08/13/2020	2339	COAST RECREATION. INC.	93.08	0.00	93.08
98900	08/13/2020	66284	COCHICO. WILFRED Z	19.98	0.00	19.98
98901	08/13/2020	5008	COLOR CARD ADMINISTRATOR CORP.	37.54	0.00	37.54
98902	08/13/2020	5200	DAHLIN GROUP. INC.	6,390.00	0.00	6,390.00
98903	08/13/2020	5340	DOXIM INC.	10,560.77	0.00	10,560.77
98904	08/13/2020	51393	EMPLOYMENT DEVELOPMENT DEPT	115,217.00	0.00	115,217.00
98905	08/13/2020	4422	GARIBALDO'S NURSERY	692.59	0.00	692.59
98906	08/13/2020	33150	GRAINGER W W INC	197.10	0.00	197.10
98907	08/13/2020	53849	LAKEWOOD ROTARY CLUB	100.00	0.00	100.00
98908	08/13/2020	2409	LIFTECH ELEVATOR SERVICES INC	375.00	0.00	375.00
98909	08/13/2020	52487	LOS ANGELES CO. REGISTRAR RECORDER	203,105.56	0.00	203,105.56
98910	08/13/2020	4892	NESTLE WATERS NORTH AMERICA	82.74	0.00	82.74
98911	08/13/2020	47554	OFFICE DEPOT BUSINESS SVCS	11.56	0.00	11.56
98912	08/13/2020	4719	JOYCE LOU. INC.	2,579.85	0.00	2,579.85
98913	08/13/2020	5360	PAYMENTUS CORPORATION	6,033.60	0.00	6,033.60
98914	08/13/2020	61859	LC PRINGLE SALES INC.	2,540.40	0.00	2,540.40
98915	08/13/2020	5044	SHARP ELECTRONICS CORPORATION	1,787.75	0.00	1,787.75
98916	08/13/2020	5230	SITEONE LANDSCAPE SUPPLY. LLC	749.80	0.00	749.80
98917	08/13/2020	5022	MWB COPY PRODUCTS. INC.	114.98	0.00	114.98
98918	08/13/2020	57989	U S BANK	119.98	0.00	119.98
98919	08/13/2020	7400	WATER REPLENISHMENT DISTRICT OF	236,684.25	0.00	236,684.25
98920	08/13/2020	5155	WATER SYSTEM SERVICES LLC	175.00	0.00	175.00
98921	08/13/2020	3943	WATERLINE TECHNOLOGIES INC	1,509.63	0.00	1,509.63
98922	08/13/2020	40925	WEST COAST ARBORISTS INC	234.65	0.00	234.65
98923	08/13/2020	37745	WESTERN EXTERMINATOR CO	581.50	0.00	581.50
98924	08/13/2020	35146	WILLDAN ASSOCIATES	4,860.75	0.00	4,860.75
98925	08/13/2020	61142	ADAMS-HILLERY SHARRON	3,224.58	0.00	3,224.58
98926	08/13/2020	4551	ACCOUNTING PRINCIPALS. INC	3,361.95	0.00	3,361.95
98927	08/13/2020	4684	AMAZON.COM LLC	1,749.29	0.00	1,749.29
98928	08/13/2020	1813	BIOMETRICS4ALL INC	1.50	0.00	1.50
98929	08/13/2020	5244	CAMERON WELDING SUPPLY	761.67	0.00	761.67
98930	08/13/2020	5374	CHARGEPOINT. INC.	12,741.63	0.00	12,741.63
98931	08/13/2020	40572	CHICAGO TITLE CO	300.00	0.00	300.00
98932	08/13/2020	5008	COLOR CARD ADMINISTRATOR CORP.	37.54	0.00	37.54
98933	08/13/2020	4348	D&J INTERNATIONAL INC	2,701.13	0.00	2,701.13
98934	08/13/2020	3199	EDCO WASTE SERVICES LLC	8,755.45	0.00	8,755.45
98935	08/13/2020	61688	FULL COMPASS SYSTEMS LTD	90.42	0.00	90.42
98936	08/13/2020	4822	LA GATEWAY REGION INTEGRATED RNL	297,529.53	0.00	297,529.53
98937	08/13/2020	5386	HARBINGER HORIZON	3,450.00	0.00	3,450.00
98938	08/13/2020	65891	HUMAN SERVICES ASSOCIATION	750.00	0.00	750.00

CITY OF LAKEWOOD

SUMMARY CHECK REGISTER

CHECK #	CHECK DATE	VEND #	VENDOR NAME	GROSS	DISC.	CHECK AMOUNT
98939	08/13/2020	2956	KICK IT UP KIDZ. LLC	149.50	0.00	149.50
98940	08/13/2020	4696	NORTH AMERICAN YOUTH ACTIVITIES LLC	83.20	0.00	83.20
98941	08/13/2020	19710	LINCOLN EQUIPMENT INC	164.60	0.00	164.60
98942	08/13/2020	72230	LOS ANGELES CO	2,350.39	0.00	2,350.39
98943	08/13/2020	21300	LOS ANGELES CO FIRE DEPT	5,159.00	0.00	5,159.00
98944	08/13/2020	4892	NESTLE WATERS NORTH AMERICA	104.74	0.00	104.74
98945	08/13/2020	48035	OCAJ INC	57.00	0.00	57.00
98946	08/13/2020	47554	OFFICE DEPOT BUSINESS SVCS	12.86	0.00	12.86
98947	08/13/2020	4367	OROZCO'S AUTO SERVICE INC	421.80	0.00	421.80
98948	08/13/2020	63549	PACKAGE PRODUCTS & SERVICES INC	4,040.95	0.00	4,040.95
98949	08/13/2020	51171	PERS LONG TERM CARE PROGRAM	70.64	0.00	70.64
98950	08/13/2020	5045	SAN JUAN. CLYDE J	91.00	0.00	91.00
98951	08/13/2020	5230	SITEONE LANDSCAPE SUPPLY. LLC	484.88	0.00	484.88
98952	08/13/2020	52279	SMART & FINAL INC	117.34	0.00	117.34
98953	08/13/2020	29450	SOUTHERN CALIFORNIA EDISON	565.99	0.00	565.99
98954	08/13/2020	44104	STATE WATER RESOURCES CONTROL BOARD	90.00	0.00	90.00
98955	08/13/2020	59074	UNITED RENTALS NORTHEAST INC	1,167.90	0.00	1,167.90
98956	08/13/2020	4840	VERITIV OPERATING COMPANY	147.85	0.00	147.85
98957	08/13/2020	17640	WAXIE ENTERPRISES INC	231.26	0.00	231.26
98958	08/13/2020	37745	WESTERN EXTERMINATOR CO	264.00	0.00	264.00
98959	08/13/2020	3699	ANDERSON. PHEAMPAPHA	1,000.00	0.00	1,000.00
98960	08/13/2020	3699	ARELLANO. MELINA	1,000.00	0.00	1,000.00
98961	08/13/2020	3699	AUSTIN. NICOLE	1,000.00	0.00	1,000.00
98962	08/13/2020	3699	BEAINI. GEORGE	1,000.00	0.00	1,000.00
98963	08/13/2020	3699	BECERRA. HECTOR	1,000.00	0.00	1,000.00
98964	08/13/2020	3699	BELL. HEATHER	100.00	0.00	100.00
98965	08/13/2020	3699	BERNAL-MCMIHELK. CRYSTAL	1,000.00	0.00	1,000.00
98966	08/13/2020	3699	CABRERA. GINA	260.00	0.00	260.00
98967	08/13/2020	3699	CASTANEDA. MAYRA	38.00	0.00	38.00
98968	08/13/2020	3699	CERVANTES. NATALIE	21.00	0.00	21.00
98969	08/13/2020	3699	CHEA. LEE	1,000.00	0.00	1,000.00
98970	08/13/2020	3699	DOAN. DANNY	1,000.00	0.00	1,000.00
98971	08/13/2020	3699	FARFAN. MYRA	78.00	0.00	78.00
98972	08/13/2020	3699	GJ PROPERTY SERVICES INC	24.62	0.00	24.62
98973	08/13/2020	3699	GONZALEZ. JAIME	1,000.00	0.00	1,000.00
98974	08/13/2020	3699	HUYNH. CHI	1,000.00	0.00	1,000.00
98975	08/13/2020	3699	JG BUILDERS INC	69.12	0.00	69.12
98976	08/13/2020	3699	JOHNSON. ARDASHIA	21.00	0.00	21.00
98977	08/13/2020	3699	JUAREZ. REBECCA	21.00	0.00	21.00
98978	08/13/2020	3699	KILLIAN. KENT AND JACQUELINE	1,000.00	0.00	1,000.00
98979	08/13/2020	3699	KIM. DOYEON	1,000.00	0.00	1,000.00
98980	08/13/2020	3699	KIM. MARK	1,000.00	0.00	1,000.00
98981	08/13/2020	3699	KROUCH. BEELINE	1,000.00	0.00	1,000.00
98982	08/13/2020	3699	LOPEZ SOLANO. RAUL	43.00	0.00	43.00

CITY OF LAKEWOOD SUMMARY CHECK REGISTER

CHECK #	CHECK DATE	VEND #	VENDOR NAME	GROSS	DISC.	CHECK AMOUNT
98983	08/13/2020	3699	LOPEZ SOLANO. RAUL	43.00	0.00	43.00
98984	08/13/2020	3699	LOPEZ. EVA	43.00	0.00	43.00
98985	08/13/2020	3699	LOPEZ. EVA	43.00	0.00	43.00
98986	08/13/2020	3699	MACIAS. JOSEPH ANTHONY	48.00	0.00	48.00
98987	08/13/2020	3699	MADRID. KIM	181.83	0.00	181.83
98988	08/13/2020	3699	MEN. KIMSREANG	1,000.00	0.00	1,000.00
98989	08/13/2020	3699	MENDOZA. HECTOR	21.00	0.00	21.00
98990	08/13/2020	3699	MILES. JOE	1,000.00	0.00	1,000.00
98991	08/13/2020	3699	MUNIZ. YASMIN	1,000.00	0.00	1,000.00
98992	08/13/2020	3699	NA. JONGWOONG	1,000.00	0.00	1,000.00
98993	08/13/2020	3699	PARRIS. KEVIN	1,000.00	0.00	1,000.00
98994	08/13/2020	3699	PHAN. VIVIAN	1,000.00	0.00	1,000.00
98995	08/13/2020	3699	RAMON. MARIA	1,000.00	0.00	1,000.00
98996	08/13/2020	3699	RAZO. LILY	21.00	0.00	21.00
98997	08/13/2020	3699	REESE. CARRIE	1,000.00	0.00	1,000.00
98998	08/13/2020	3699	SAM'S ROOFING CO.	330.70	0.00	330.70
98999	08/13/2020	3699	SINGH. PRIT	1,000.00	0.00	1,000.00
99000	08/13/2020	3699	STROTH. HOLLY	1,000.00	0.00	1,000.00
99001	08/13/2020	3699	TRAN. ANH	1,000.00	0.00	1,000.00
99002	08/13/2020	3699	TRAN. DAISY	1,000.00	0.00	1,000.00
99003	08/13/2020	3699	TRUONG. ROSE	540.20	0.00	540.20
99004	08/13/2020	3699	UNG. SANDRA	1,000.00	0.00	1,000.00
99005	08/13/2020	3699	VALENZUELA. CHRISTOPHER	8.00	0.00	8.00
99006	08/13/2020	3699	VASANT. ASHA	1,000.00	0.00	1,000.00
99007	08/13/2020	3699	VO. TRACY	1,000.00	0.00	1,000.00
99008	08/13/2020	3699	VOREH. CHRISTINA	66.00	0.00	66.00
99009	08/13/2020	3699	WILLIAMS. MITZI	1,000.00	0.00	1,000.00
99010	08/13/2020	3699	WOOD. JOEL	21.00	0.00	21.00
Totals:				<u>1,001,301.25</u>	<u>0.00</u>	<u>1,001,301.25</u>

DIVIDER SHEET

COUNCIL AGENDA

August 25, 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: Public Safety Committee.

STATEMENT OF FACT

On July 15, the Public Safety Committee met and discussed:

Crime Trends and Statistics

LASD personnel reported that Part 1 crimes throughout the city decreased overall in the months of May and June when compared to 2019, however, grand theft autos (GTAs) and arson incidents had increased. There were four arson cases so far this year and LASD personnel explained that they were a vehicle fire with a known suspect; a paper towel dispenser fire at a city park; a second floor house fire with a possible suspect; and, a cardboard pallet fire at the loading dock of a business. LASD personnel stated they believed the increases in GTAs was being caused by the current bail system and law enforcement would seek bail enhancements for repeat offenders.

Overall Part 1 crimes at the Lakewood Mall were down over 25% in the months of May and June compared to 2019. However, because the mall had been closed due to COVID-19, some incidents occurred that caused increases in robberies and aggravated assaults. The Committee was concerned about the rise in GTAs and staff noted that they were working to re-publicize an article regarding practices to help prevent vehicles from being burglarized and/or stolen. Staff noted that LASD reported a significant increase in GTAs throughout the county from mid-March when the pandemic began through May. LASD personnel added that GTAs could be attributed to COVID-19 lockdowns, as GTAs are "crimes of opportunity" consisting of mostly older model vehicles with easy access to be used as a means of transportation.

Lakewood Mall Security

Staff noted that they were having regular conversations with mall management, Macerich corporate management, and LASD twice a week to review incidents that had been occurring at the mall and to find solutions to deter those types of activities from reoccurring. Staff added that the mall currently had deputies on site seven days a week so the areas would be watched closely and, at the end of the seven-day coverage, there would be a review.

The Committee expressed appreciation for the great response from mall security and LASD deputies during incidents at the mall and were thankful for the hard work being done. Chairman Rogers had also met recently with local and regional Macerich representatives to discuss mall security and he shared with them his perspective that the city was willing to help make security

enhancements at the mall, however they should be equal partners in sharing the financial responsibility.

Staff was researching social media monitoring software to use as a public safety tool for early warnings of potential incidents and to enhance the city's publicity efforts. Staff learned that the City of West Hollywood had approximately 20 social media accounts that they were able to post to simultaneously, monitor all at once, be notified of city mentions from any account, and filter down on one dashboard. Costs for this system were about \$17,000 per year and the City of West Hollywood was pleased with the system that had not let any pertinent information go unnoticed. It was worth mentioning that the system was not able to capture "closed social media" where one had to be invited or "friended" to see content such as *Snapchat* and *WhatsApp*. Staff would continue to research social media monitoring platforms to try out and see if they were beneficial to the city for public safety and public information.

Abatement Deputy Update

The Abatement Deputy reported that there were 19 open abatement cases with four in court. He shared that the Santa Monica Police Department made an arrest in the city based on a warrant, which resulted in the discovery of an in-home growing operation. He also noted that Caltrans would do a clean-up of an area near the 605 freeway and that a clean-up was also in the works for the Equestrian Center.

Staff noted that they met with Union Pacific Railroad to discuss the homeless encampment near their tracks. A clean-up was scheduled in August and would take multiple days to complete with the city's help. Union Pacific would have an organization provide social outreach to the individuals in the encampment as well as post notices to warn of the clean-up. They would also fix broken gates in the area, install new signage, fix locks, allow the city to abate graffiti, and obtain a letter of agency after the clean-up in order to enforce trespassing regulations. Union Pacific committed to doing regular clean-ups and staff was hopeful that this would solve encampment problems if they were to reoccur.

Fourth of July Fireworks Enforcement

Public Safety staff anticipated a significant increase in illegal fireworks use this year since the Fourth of July was on a Saturday, and this led to early planning in January. Not all plans were accomplished due to COVID-19, but staff was able to complete outreach to fireworks sales booths; release three public service announcements regarding illegal fireworks; and record footage of illegal fireworks enforcement efforts for the Fourth of July to create a video to explain what the city did to combat illegal fireworks use. Suppression efforts before the holiday included the SAO team arresting five suspects for the sale of illegal fireworks; a fireworks suppression unit, which responded to fireworks calls from June 25 to July 2; and a smaller scale illegal fireworks suppression operation on July 3. The large scale suppression operation on the Fourth of July included ten deputy cars, two undercover units, and CSO supporting units who helped identify and share locations of illegal fireworks use. Overall, the suppression efforts resulted in 55 citations issued with 38 to Lakewood residents and a total of \$82,350 in fines. Preparations for 2021 were underway, and a debrief/review of actions taken this year would be conducted to figure out what went well and what could be improved. Plans that were unable to

be implemented in 2020 due to COVID-19 would be reattempted in 2021 and include general information/safety meetings for fireworks booths and block party organizers; administrative citations for encroachment on roadways to deter rogue block parties; and a release in early 2021 of the CityTV segment showing the city's illegal fireworks suppression efforts. Public Safety staff was researching legislation to battle illegal fireworks on a regional or state level and were planning a community meeting with residents to inform them of the city's illegal fireworks suppression efforts and collect input.

The Public Information Office started publicity on illegal fireworks one month earlier this year with more articles over a two-month period. There was also increased social media posts from the city and a paid for "boost" that led to many more views from the public. The city's social media posts discouraging illegal fireworks use gave residents the opportunity to let their neighbors know of their dislike for illegal fireworks, but also gave rise to some arguments online. National and regional reports from the Fourth of July holiday stated that this year was the worst year of illegal fireworks use throughout California and the nation. The Public Information Office noted that it would be beneficial to review which city efforts could be done differently or more intensely next year. Staff suggested that it could be beneficial to shift the narrative of publicizing the risks that illegal fireworks users put on themselves to the risks that they put on their neighborhoods. The Committee agreed that focusing messaging on the impact that illegal fireworks had on veterans, pets, children and the elderly might be significant to illegal fireworks users. The Committee also felt that financial liability could be a deterrent and asked staff to research instances where illegal fireworks users were held liable for causing injury and/or damage to a person and/or property. Additionally, the Committee felt that post-traumatic stress disorder for veterans was a significant issue with a powerful message and asked staff to research information to support the negative impact that illegal fireworks had on veterans.

Staff noted that a nearby city with six times the population of Lakewood and its own police force had only issued 13 fireworks citations. The 55 citations issued in Lakewood help illustrate how hard city staff and LASD worked to combat illegal fireworks. Lakewood Sheriff's Station Captain David Sprengel shared that he received multiple calls from representatives of various contract cities inquiring about the City of Lakewood's illegal fireworks suppression enforcement. The city's efforts were seen as a standard to work toward and he noted the great compliment that this was to the Public Safety team and the city.

Los Angeles County and Los Angeles County Sheriff's Department Budget

Captain Sprengel discussed the budget cuts that were made throughout LASD and noted that his department's budget had been reduced. He did not anticipate the cuts to cause an impact on the delivery of immediate service and he assured that his staff would meet all of their contractual expectations. However, he did note that there could be difficulty in delivering the usual quality of service with investigative units and follow-up investigations, which could ultimately impact the community at large. He added that the value of investigative units was very important and that the Sheriff was attempting to supplement personnel and put more supervisors in place. The Captain had shared his concerns with his County of Los Angeles Board of Supervisors field representative, however he was confident that the personnel at Lakewood Station could deliver outstanding service to the community. The Committee suggested that the city inform residents

of the Captain's point that budget cuts did not mean the city would lose service and that their calls to LASD would continue to be answered. The Committee also noted that the decisions to cut one area over another in the budget are discretionary in nature and urged the California Contract Cities Association (CCCA) to voice its service and budget priorities to the Sheriff, so that a more collaborative approach could be taken in dealing with potential service impacts. The Committee felt it was appropriate to share their thoughts with the Board of Supervisors as well through the CCCA, since these were important decisions that concerned peoples' lives and public safety throughout the county.

Use of Force

The City Manager explained that part of the City Council's approach to social justice and racial equity issues included a review of use of force policies, and he stated that staff was seeking feedback from the Committee. Public Safety staff gave an overview of LASD's use of force policy that was provided in the agenda packet. The policy was very detailed and broken into various sections such as definitions of force, use of force reporting, categories of use of force, and reviews of use of force cases. Staff noted that the Committee could read through the policy in detail and digest the information for a future meeting.

Captain Sprengel reviewed use of force statistics that occurred in Lakewood noting that in 2019/2020 there were 50 use of force incidents in the city and 146 throughout the various cities that Lakewood Station serves. In 2018/2019 there were 30 incidents in the city and 125 station wide. He noted that use of force incidents within the city were consistent with overall station areas and that a majority of the incidents involved volatile individuals with mental illness, under the influence of drugs or alcohol, or a combination of these factors. Most of the use of force incidents were considered category one, which meant no injuries occurred and deputies only gained physical control of a situation. Captain Sprengel stated that the LASD use of force policy was very proactive, always evolving, comprehensive, addressed de-escalation methods, had great accountability through the force review process, and was a standard for the Country to follow. Chairman Rogers agreed with the Captain's statements and felt that LASD's policy was the gold standard for any national agency. Chairman Rogers added that the primary purpose of the Mayor's Pledge he made was to allow the public to review the use of force policy and solicit ideas from them to share with LASD. The City Manager requested that the Captain share with the city, the trainings that deputies completed for de-escalation and use of force so that they could also be posted for the public to view. Committee Member Wood noted that information regarding the consistency and frequency of the trainings was also important to provide. Chairman Rogers wanted this information shared with the public as soon as possible.

Public Outreach

The Public Information Office was focusing on illegal fireworks follow-up messaging, which would include citation statistics and a short version of the CityTV production highlighting what the city did for suppression. Over the next few months, staff would focus on the use of force policy review and community dialogues. Other areas of focus would be publicizing information regarding illegal dumping and ways to fortify automobiles against theft. The Committee requested that staff publish a story warning residents, and especially the elderly community, which tended to be a target, of COVID-19 tracing scams.

Public Safety Department Update

The Public Safety Department recently hired new staff members and the Committee suggested that they be introduced and their job duties be shared at a City Council meeting. Public Safety staff continued to work with Administrative Services for COVID-19 cost recovery and research programs and educational resources for tented home burglary protection. There were over 400 subscribers to the monthly eWatch publication and block captain liaisons continued communication with staff and their neighbors. Since the last meeting, one inactive Neighborhood Watch (NW) block captain reactivated their program and one new block captain joined the program. As follow-up from the previous meeting, staff provided a summary of changes to NW since 2018, which included identifying 120 active block captains from a list of 400+ block captains, reconnecting with active block captains, educating block captains at meetings in every reporting district, and reinvigorating the NW program through increased education seminars and neighborhood meetings. In response to questions from the Committee, staff noted that Business Watch would be reinvigorated in the near future, and that they were working on something for the community and staff for National Preparedness Month in September.

Fiscal Year 2020 Justice Assistance Grant (JAG)

Public Safety staff reported that the city was eligible for a grant of \$17,400 through the JAG program. It was proposed that the funding be utilized to purchase new hand held radios with extra batteries, programming, and a charging bank for Public Safety field staff. Currently, staff checks out radios from Lakewood Station, however they were older models and difficult to fix when broken. The Committee was in favor of the proposal and staff would present it to the City Council at their next meeting.

RECOMMENDATION

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

A handwritten signature in black ink, appearing to read 'Thaddeus McCormack', with a stylized flourish at the end.

Thaddeus McCormack
City Manager

D I V I D E R S H E E T

RESOLUTION NO. 2020-40

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
LAKEWOOD AUTHORIZING THE DESTRUCTION OF
CERTAIN PUBLIC RECORDS OF THE DEPARTMENT OF
ADMINISTRATION MORE THAN TWO YEARS OLD

THE CITY COUNCIL OF THE CITY OF LAKEWOOD DOES HEREBY FIND,
DETERMINE AND RESOLVE AS FOLLOWS:

SECTION 1. Pursuant to the recommendations of the City Clerk and approval of the City Attorney and Administration Department Head, the City Clerk is hereby authorized to destroy the following public records:

Report of Lobbyist Employer Dated Through December 2017

State Legislation Faxes and Correspondence; Service Request Correspondence
Dated Prior to June 30, 2018

SECTION 2. The City Council hereby finds and determines that the aforementioned public records are more than two years old and no longer required to be kept and maintained as public records.

SECTION 3. The City Clerk is directed to cause said record to be destroyed in accordance with the terms and provisions of Section 34090 of the Government Code of the State of California.

ADOPTED AND APPROVED THIS 25TH DAY OF AUGUST, 2020.

Mayor

ATTEST:

City Clerk

APPROVED BY DEPARTMENT HEAD

I, Thaddeus McCormack, do hereby certify that I am the duly appointed City Manager and that the aforementioned records of the City of Lakewood are more than two years of age, and the further maintenance of the same is no longer necessary or required. I recommend that said records be destroyed.

DATED this _____ day of _____, 2020.

City Manager

APPROVAL BY CITY ATTORNEY

I do hereby certify that I am the duly appointed City Attorney of the City of Lakewood and that the aforementioned records are not required to be kept by statute or law and may be destroyed if more than two years of age, provided destruction thereof has been approved by the Department Head and the City Council.

DATED this _____ day of _____, 2020.

City Attorney

RESOLUTION NO. 2020-41

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
LAKEWOOD AUTHORIZING THE DESTRUCTION OF
CERTAIN PUBLIC RECORDS OF THE DEPARTMENT OF
ADMINISTRATION MORE THAN TWO YEARS OLD

THE CITY COUNCIL OF THE CITY OF LAKEWOOD DOES HEREBY FIND, DETERMINE
AND RESOLVE AS FOLLOWS:

SECTION 1. Pursuant to the recommendation of the City Clerk and approval of the City Attorney and Department Head, the City Clerk is hereby authorized to destroy the following public records:

Sheriff's Department Crime Summary Reports; Sky Knight Observer Summary Reports;
and General Correspondence Dated Prior to June 30, 2018

Sky Knight Flight Hours Reports, Monthly Reports for Participating Cities and Operating
Procedures Dated Prior to June 30, 2018

Los Angeles Regional Crime Information System (PARCIS) Grant Materials Audited Prior to
June 30, 2017

Live Scan Applications Dated Prior to July 2018

SECTION 2. The City Council hereby finds and determines that the aforementioned public records are more than two years old and no longer required to be kept and maintained as a public record.

SECTION 3. The City Clerk is directed to cause said records to be destroyed in accordance with the terms and provisions of Section 34090 of the Government Code of the State of California.

ADOPTED AND APPROVED THIS 25TH DAY OF AUGUST, 2020.

Mayor

ATTEST:

City Clerk

APPROVED BY DEPARTMENT HEAD

I, Joshua Yordt, do hereby certify that I am the duly appointed Public Safety Director and that the aforementioned records of the City of Lakewood are more than two years of age, and the further maintenance of the same is no longer necessary or required. I recommend that said records be destroyed.

DATED this _____ day of _____, 2020.

Department Head

APPROVAL BY CITY ATTORNEY

I do hereby certify that I am the duly appointed City Attorney of the City of Lakewood and that the aforementioned records are not required to be kept by statute or law and may be destroyed if more than two years of age, provided destruction thereof has been approved by the Department Head and the City Council.

DATED this _____ day of _____, 2020.

City Attorney

RESOLUTION NO. 2020-42

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
LAKEWOOD AUTHORIZING THE DESTRUCTION OF
CERTAIN PUBLIC RECORDS OF THE DEPARTMENT OF
ADMINISTRATIVE SERVICES MORE THAN TWO YEARS OLD

THE CITY COUNCIL OF THE CITY OF LAKEWOOD DOES HEREBY FIND, DETERMINE
AND RESOLVE AS FOLLOWS:

SECTION 1. Pursuant to the recommendation of the City Clerk and approval of the City Attorney and Department Head, the Director of Administrative Services is hereby authorized to destroy the following public records:

	through June 30
Notices of vehicles towed	2017
Closed Law suits / small claims	2018
Closed Subpoenas	2018
Closed Transmittals to the hearing officer/court	2018
Citations	2015
Dismissals	2015
Parking control – data	2015
Superceded Bail Schedule	2014
Utility billing - data and reports	2013
Utility rates	2013
Meter reading report	2013
Utility rebate report	2013
Utility service orders	2013
Connection/disconnects/registers/service	2013
Solid waste collection/disposal reports	2013
Closed liens / collections / small claims	2013
Utility customer records	2013
Superceded Recycling programs	2018
Superceded Conservation programs	2018
Superceded Regulations	2018
Building maintenance / leases	2013
Administrative Citations	2012
Bingo license	2012
Secondhand dealer license (pawn broker)	2012
Special event and other permits	2012
General billing records	2012

DUI billings	2012
Damage to city property	2012
Inactive business licenses	2013
TOT exemption certificates	2012
1099 forms	2012
Checks	2012
Canceled checks	2012
Invoices	2012
Cash Disbursement Reports	2012
Contracts	2012
Purchase orders	2013
Stores / inventory	2013
Terminated contracts & agreements (no capital)	2013
Time cards	2012
W2s	2013
Salary records	2012
PERS reports	2012
Deferred comp reports	2012
Federal & state tax	2012
Payroll register	2012
General Ledger	2010
Bank registers	2012
Bank statements	2012
Daily cash receipts	2012
Bank reconciliations	2012
Closed RDA Statement of Indebtedness final report	2010
Labor distribution - Allocation Codes	2013
Internal periodic/regular reviews	2017
Audit work papers	2017
Audit hearing or review	2017
Grants - non-governmental	2012
CDBG	2012
Grants - federal, state and other governmental	2012
Grant - unsuccessful application	2018
Inventory list and documentation	2013
Surplus property auction or other disposal	2015

SECTION 2. The City Council hereby finds and determines that the aforementioned public records are more than two years old and no longer required to be kept and maintained as a public

record.

SECTION 3. The City Clerk is directed to cause said records to be destroyed in accordance with the terms and provisions of Section 34090 of the Government Code of the State of California.

ADOPTED AND APPROVED THIS 25TH DAY OF AUGUST, 2020.

Mayor

ATTEST:

City Clerk

APPROVED BY DEPARTMENT HEAD

I, Jose Gomez, do hereby certify that I am the duly appointed Department Head of the Administrative Services Department and that the aforementioned records of the City of Lakewood are more than two years of age, and the further maintenance of the same is no longer necessary or required. I recommend that said records be destroyed.

DATED this _____ day of _____, 2020.

Department Head

APPROVAL BY CITY ATTORNEY

I do hereby certify that I am the duly appointed City Attorney of the City of Lakewood and that the aforementioned records are not required to be kept by statute or law and may be destroyed if more than two years of age, provided destruction thereof has been approved by the Department Head and the City Council.

DATED this _____ day of _____, 2020.

City Attorney

RESOLUTION NO. 2020-43

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
LAKEWOOD AUTHORIZING THE DESTRUCTION OF
CERTAIN PUBLIC RECORDS OF THE DEPARTMENT OF CITY
CLERK MORE THAN TWO YEARS OLD

THE CITY COUNCIL OF THE CITY OF LAKEWOOD DOES HEREBY FIND, DETERMINE
AND RESOLVE AS FOLLOWS:

SECTION 1. Pursuant to the recommendation of the City Clerk and approval of the City Attorney and Department Head, the City Clerk is hereby authorized to destroy the following public records:

Audio Recordings of Meetings of the City Council Dated Prior to June 30, 2018

Claims for Damages Filed Against the City of Lakewood Closed Prior to June 30, 2015

Litigation Files Closed Prior to June 30, 2015

Statements of Economic Interest of City Officers and Employees

Filing Period Dated Prior to January 1, 2013

Notices of Adjournment and Affidavits of Posting for Meetings of the City Council
Dated Prior to December 31, 2010

Applicant Forms and Petitions for Street Closures Approved Prior to June 30, 2018

Unsuccessful Bids for Public Works Projects Completed Prior to June 30, 2018

Unsuccessful Bids for Purchasing Bids Awarded Prior to June 30, 2018

Unsuccessful Bids for Requests for Proposals Submitted Prior to June 30, 2018

Public Records Acts Requests Dated Prior to June 30, 2018

Original Campaign Disclosure Forms of Unsuccessful Candidates for
City Council Elections Prior to June 30, 2010

Delinquent Garbage, Waste and Refuse Collection Hearing Notices and Reports
Dated Through June 30, 2018

Undeliverable Public Hearing Notices Dated Through June 30, 2017

Parade Applications Approved Prior to June 30, 2007

SECTION 2. The City Council hereby finds and determines that the aforementioned public records are more than two years old and no longer required to be kept and maintained as a public record.

SECTION 3. The City Clerk is directed to cause said records to be destroyed in accordance with the terms and provisions of Section 34090 of the Government Code of the State of California.

ADOPTED AND APPROVED THIS 25TH DAY OF AUGUST, 2020.

Mayor

ATTEST:

City Clerk

APPROVED BY CITY CLERK

I, Jo Mayberry, do hereby certify that I am the duly appointed City Clerk and that the aforementioned records of the City of Lakewood are more than two years of age, and the further maintenance of the same is no longer necessary or required. I recommend that said records be destroyed.

DATED this _____ day of _____, 2020.

City Clerk

APPROVAL BY CITY ATTORNEY

I do hereby certify that I am the duly appointed City Attorney of the City of Lakewood and that the aforementioned records are not required to be kept by statute or law and may be destroyed if more than two years of age, provided destruction thereof has been approved by the Department Head and the City Council.

DATED this _____ day of _____, 2020.

City Attorney

RESOLUTION NO. 2020-44

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
LAKEWOOD AUTHORIZING THE DESTRUCTION OF
CERTAIN PUBLIC RECORDS OF THE DEPARTMENT OF
COMMUNITY DEVELOPMENT MORE THAN THREE YEARS
OLD

THE CITY COUNCIL OF THE CITY OF LAKEWOOD DOES HEREBY FIND, DETERMINE
AND RESOLVE AS FOLLOWS:

SECTION 1. Pursuant to the recommendation of the City Clerk and approval of the City Attorney and the Department Head, the City Clerk is hereby authorized to destroy the following public records:

Closed Paid Back Loan Files Dated Prior to July 1, 2015

Closed/Cancelled Applications for Loans or Grants Dated Prior to July 1, 2015

Community Development Block Grant Program Files Closed Prior to June 30, 2015

Audio Recordings of Meetings of the Planning and Environment Commission
Dated Prior to June 30, 2018

SECTION 2. The City Council hereby finds and determines that the aforementioned public records have been retained more than three (3) years from the date the loan has been paid back and the file closed, and the same are no longer required to be kept and maintained as public records.

SECTION 3. The City Clerk is directed to cause said records to be destroyed in accordance with the terms and provisions of Section 34090 of the Government Code of the State of California and the Code of Federal Regulations, Title 24 Section 570.490 Housing and Urban Development record retention.

ADOPTED AND APPROVED THIS 25TH DAY OF AUGUST, 2020.

Mayor

ATTEST:

City Clerk

APPROVED BY DEPARTMENT HEAD

I, Abel Avalos, do hereby certify that I am the Department Head of the Community Development Department and that the aforementioned records of the City of Lakewood are more than two years of age, and the further maintenance of the same is no longer necessary or required. I recommend that said records be destroyed.

DATED this _____ day of _____, 2020.

Department Head

APPROVAL BY CITY ATTORNEY

I do hereby certify that I am the duly appointed City Attorney of the City of Lakewood and that the aforementioned records are not required to be kept by statute or law and may be destroyed if more than two years of age, provided destruction thereof has been approved by the Department Head and the City Council.

DATED this _____ day of _____, 2020.

City Attorney

RESOLUTION NO. 2020-45

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
LAKEWOOD AUTHORIZING THE DESTRUCTION OF
CERTAIN PUBLIC RECORDS OF THE DEPARTMENT OF
PERSONNEL MORE THAN TWO YEARS OLD

THE CITY COUNCIL OF THE CITY OF LAKEWOOD DOES HEREBY FIND, DETERMINE
AND RESOLVE AS FOLLOWS:

SECTION 1. Pursuant to the recommendation of the City Clerk and approval of the City Attorney and Department Head, the City Clerk is hereby authorized to destroy the following public records:

Personnel Files of Terminated Seasonal & Part-time Employees Dated Prior to June 30, 2015

Eligibility and Hiring Lists for Positions Filled Prior to June 30, 2018

Overtime and Leave Request Forms* Dated Prior to July 1, 2013
*excepting injury/illness related forms

Industrial Accident Reports Dated Prior to 1987

SECTION 2. The City Council hereby finds and determines that the aforementioned public records are more than two years old and no longer required to be kept and maintained as a public record.

SECTION 3. The City Clerk is directed to cause said records to be destroyed in accordance with the terms and provisions of Section 34090 of the Government Code of the State of California.

ADOPTED AND APPROVED THIS 25TH DAY OF AUGUST, 2020.

Mayor

ATTEST:

City Clerk

APPROVED BY DEPARTMENT HEAD

I, Thaddeus McCormack, do hereby certify that I am the duly appointed City Manager and that the aforementioned records of the City of Lakewood are more than two years of age, and the further maintenance of the same is no longer necessary or required. I recommend that said records be destroyed.

DATED this _____ day of _____, 2020.

City Manager

APPROVAL BY CITY ATTORNEY

I do hereby certify that I am the duly appointed City Attorney of the City of Lakewood and that the aforementioned records are not required to be kept by statute or law and may be destroyed if more than two years of age, provided destruction thereof has been approved by the Department Head and the City Council.

DATED this _____ day of _____, 2020.

City Attorney

RESOLUTION NO. 2020-46

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
LAKEWOOD AUTHORIZING THE DESTRUCTION OF
CERTAIN PUBLIC RECORDS OF THE DEPARTMENT OF
RECREATION AND COMMUNITY SERVICES MORE THAN
TWO YEARS OLD

THE CITY COUNCIL OF THE CITY OF LAKEWOOD DOES HEREBY FIND, DETERMINE
AND RESOLVE AS FOLLOWS:

SECTION 1. Pursuant to the recommendation of the City Clerk and approval of the City Attorney and Department Head, the City Clerk is hereby authorized to destroy the following public records:

Application and Agreement for Use of Recreation Facilities Dated Through December 31, 2017

Picnic Shelter Reservation Applications and Supplemental Questionnaires
Dated Through June 30, 2018

Facility Schedule Book (Red Book) Dated Through December 31, 2017

Application and Agreement for Use of Craft or Display Booth Dated Through June 30, 2018

CDBG Participant Audit Sheets Dated Through June 30, 2017

Accident Reports Occurring Prior to December 31, 2017
(adults and minors who have reached the age of 19)

Incident and Injury Reports (Special Occurrence Reports) Occurring Prior to December 31, 2017
(adults and minors who have reached the age of 19)

DASH Passenger Logs Dated Through June 30, 2018

Sports Officials Schedules Dated Through June 30, 2018

Contract Class Registrations Dated Through June 30, 2018
(adults and minors who have reached the age of 19)

Personal Service Agreements and Exhibits for Contract Class Instructors
Dated Through June 30, 2015

Permission Slips, Registrations and Rosters for All Parks and Community Centers
Dated Through June 30, 2018
(adults and minors who have reached the age of 19)

Volunteer Registrations, Rosters and Fingerprint Cards Dated Through June 30, 2018

Recreation and Community Services Commission Agenda Packets Dated Through June 30, 2018

Notices of Adjournment and Affidavits of Posting for Meetings of the Recreation and
Community Services Commission Dated Prior to December 31, 2010

Pool Rescue Reports Occurring Prior to June 30, 2018
(adults and minors who have reached the age of 19)

SECTION 2. The City Council hereby finds and determines that the aforementioned public records are more than two years old and no longer required to be kept and maintained as a public record.

SECTION 3. The City Clerk is directed to cause said records to be destroyed in accordance with the terms and provisions of Section 34090 of the Government Code of the State of California.

ADOPTED AND APPROVED THIS 25TH DAY OF AUGUST, 2020.

Mayor

ATTEST:

City Clerk

APPROVED BY DEPARTMENT HEAD

I, Valarie Frost, do hereby certify that I am the Department Head of the Recreation and Community Services Department and that the aforementioned records of the City of Lakewood are more than two years of age, and the further maintenance of the same is no longer necessary or required. I recommend that said records be destroyed.

DATED this _____ day of _____, 2020.

Department Head

APPROVAL BY CITY ATTORNEY

I do hereby certify that I am the duly appointed City Attorney of the City of Lakewood and that the aforementioned records are not required to be kept by statute or law and may be destroyed if more than two years of age, provided destruction thereof has been approved by the Department Head and the City Council.

DATED this _____ day of _____, 2020.

City Attorney

RESOLUTION NO. 2020-47

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
LAKEWOOD AUTHORIZING THE DESTRUCTION OF
CERTAIN PUBLIC RECORDS OF THE DEPARTMENT OF
WATER RESOURCES MORE THAN TWO YEARS OLD

THE CITY COUNCIL OF THE CITY OF LAKEWOOD DOES HEREBY FIND,
DETERMINE AND RESOLVE AS FOLLOWS:

SECTION 1. Pursuant to the recommendations of the City Clerk and approval of the City Attorney and Water Resources Department Head, the City Clerk is hereby authorized to destroy the following public records:

Continuing Education Class Modules Quizzes and Attendance Rosters
dated through December 2015

Confined Space Entry Logs dated through June 30, 2018

Golden State Water Company Advice Letters dated through December 2016

Central Basin Water Association Financial Statements, Surveys, Proposals, General
Correspondence and Memoranda dated through December 2017

Underground Service Alerts
dated January to December 2017

Service Orders and Standby Service Orders dated through June 30, 2018

General Correspondence dated through 2017

Bacteriological Water Sampling Laboratory Reports
dated through June 30, 2015

SECTION 2. The City Council hereby finds and determines that the aforementioned public records are more than two years old and no longer required to be kept and maintained as public records.

SECTION 3. The City Clerk is directed to cause said record to be destroyed in accordance with the terms and provisions of Section 34090 of the Government Code of the State of California.

ADOPTED AND APPROVED THIS 25TH DAY OF AUGUST, 2020.

Mayor

ATTEST:

City Clerk

APPROVED BY DEPARTMENT HEAD

I, Jason Wen, do hereby certify that I am the Department Head of Water Resources Department and that the aforementioned records of the City of Lakewood are more than two years of age, and the further maintenance of the same is no longer necessary or required. I recommend that said records be destroyed.

DATED this _____ day of _____, 2020.

Department Head

APPROVAL BY CITY ATTORNEY

I do hereby certify that I am the duly appointed City Attorney of the City of Lakewood and that the aforementioned records are not required to be kept by statute or law and may be destroyed if more than two years of age, provided destruction thereof has been approved by the Department Head and the City Council.

DATED this _____ day of _____, 2020.

City Attorney

D I V I D E R S H E E T

COUNCIL AGENDA

August 25, 2020

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

<u>Date</u>	<u>Amount at Cost</u>	<u>Vehicle*</u>	<u>Transaction</u>
07/01/2020	.74	MMF	Interest
07/01/2020	2,343.62	BOND	Interest 1.958%
07/09/2020	567,666.64	CD	Sell 3.190%
07/11/2020	4,856.25	FNMA	Purchase 2.625%
07/15/2020	54,642.36	LAIF	Interest
07/15/2020	1,053.50	ABS	Interest 1.720%
07/15/2020	79,993.96	ABS	Purchase 0.480%
07/15/2020	433.13	ABS	Interest 1.890%
07/15/2020	17.19	ABS	Interest 0.550%
07/15/2020	4,448.62	LAIF	Interest
07/22/2020	6,703.13	CORP	Interest 4.125%
07/23/2020	2,770,000.00	LAIF	Maturity
07/23/2020	7,012.50	SUPRA	Interest 2.750%
07/23/2020	3,062.50	CORP	Interest 3.500%
07/23/2020	218,904.40	FNMA	Purchase 0.3750%
07/25/2020	164.17	ABS	Maturity 3.203%
07/25/2020	10,332.98	ABS	Maturity 3.560%
07/25/2020	442.72	ABS	Interest 3.560%
07/25/2020	240.27	ABS	Interest 3.203%
07/27/2020	139,989.22	ABS	Purchase 0.440%
07/30/2020	3,600.00	CORP	Interest 2.400%
07/31/2020	3,093.75	TREAS	Interest 1.375%
07/31/2020	2,187.50	TREAS	Interest 1.750%
07/31/2020	2,031.25	TREAS	Interest 1.250%
07/31/2020	19,687.50	TREAS	Interest 1.875%

*See glossary on following page

Investment Vehicle Glossary

ABS (Asset-Backed Securities)

A mortgage pass-through security, collateralized mortgage obligation, mortgage-backed or other pay-through bond, equipment lease-backed certificate, consumer receivable pass-through certificate, or consumer receivable-backed bond.

BOND (Municipal Bonds or Note)

Registered treasury notes or bonds issued by states or municipalities, including bonds payable solely out of the revenues from a revenue-producing property owned, controlled, or operated by a state or by a department, board, agency, or authority of any of the other 49 United States, in addition to California.

CAMP (California Asset Management Program)

A Joint Powers Authority established in 1989 by the treasurers and finance directors of several California public agencies to provide an investment pool at a reasonable cost. Participation is limited to California public agencies.

CD (Certificate of Deposit)

Negotiable CDs are issued by large banks and are freely traded in secondary markets as short term (2 to 52 weeks), large denomination (\$100,000 minimum) CDs, that are either issued at a discount on its par value, or at a fixed interest rate payable at maturity.

COM (Commercial Paper)

Commercial paper of “prime” quality of the highest ranking or of the highest letter and number rating as provided for by a nationally recognized statistical-rating organization.

CORP (Corporate Notes)

Medium-term notes, defined as all corporate and depository institution debt securities with a maximum remaining maturity of five years or less, issued by corporations organized and operating within the United States or by depository institutions licensed by the United States, or any state and operating within the United States.

FNMA (Federal National Mortgage Association)

A government-sponsored, privately owned corporation established to create a secondary market for Federal Housing Administration mortgages.

LAIF (Local Agency Investment Fund, State of California)

The Treasurer of the State of California administers this investment pool, providing a high-level of liquidity and strong safety through diversification of investments.

MMF (Money Market Fund)

This is a money market interest-bearing checking account that is fully insured and collateralized.

SUPRA (Supra-National Agency Bonds or Notes)

Supranational bonds and notes are debt of international or multi-lateral financial agencies. The debt is used to finance economic/infrastructure development, environmental protection, poverty reduction and renewable energy around the globe, rated AAA, highly liquid and issued in a range of maturities.

TREAS (U.S. Treasury Note)


A Treasury obligation of the U.S. Government to provide for the cash flow needs of the Federal Government.

RECOMMENDATION

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



Jose Gomez
Director of Finance & Administrative Services



Thaddeus McCormack
City Manager

D I V I D E R S H E E T

COUNCIL AGENDA

August 25, 2020

TO: The Honorable Mayor and City Council

SUBJECT: Resolution Approving Competitive Grant Application for Round 4 of the 2018 Statewide Park Development and Community Revitalization Program Grant Funds (Prop 68) for Bloomfield Park Revitalization Project

INTRODUCTION

The City of Lakewood is eligible to submit applications for up to \$8,500,000 of Prop 68 Round 4 funds to develop, restore, rehabilitate, or improve existing parks, recreational facilities, and trails in areas of the city that have less than 3 park acres per 1,000 people and/or the median household income is less than \$56,982 within a half-mile radius of the determined project site. The competitive grant application requires a City Council resolution to proceed with the application process.

STATEMENT OF FACT

The California Department of Parks and Recreation Office of Grants and Local Services (OGALS) opened the competitive grant process and is accepting applications for up to \$8,500,000 in funds from Proposition 68, the Parks and Water Bond of 2018. Applications are due December 14, 2020, and will be reviewed by OGALS with funding awarded in the summer of 2021. All approved and funded projects will need to be completed by March 2025. Round 4 has \$395,302,155 available in grant funding, which is over \$140 million more than the previous Round 3.

After discussions with OGALS personnel, city staff received positive feedback regarding the application from Round 3 and have identified Bloomfield Park as the most qualified project site. The city will re-submit the application from Round 3 for grant funds to complete a new school aged playground, ball diamond improvements, field lighting upgrades, a new maintenance building and activity building renovations.

RECOMMENDATION

It is the recommendation of staff that the City Council approve the resolution approving the application for grant funds.

Valarie Frost, Director 
Recreation and Community Services


Thaddeus McCormack
City Manager

RESOLUTION NO. 2020-48

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
LAKEWOOD, CALIFORNIA, APPROVING THE
APPLICATION FOR STATEWIDE PARK DEVELOPMENT
AND COMMUNITY REVITALIZATION PROGRAM GRANT
FUNDS

WHEREAS, the State Department of Parks and Recreation has been delegated the responsibility by the Legislature of the State of California for the administration of the Statewide Park Development and Community Revitalization Grant Program, setting up necessary procedures governing the application; and

WHEREAS, said procedures established by the State Department of Parks and Recreation require the Applicant to certify by resolution the approval of the application before submission of said application to the State; and

WHEREAS, successful Applicants will enter into a contract with the State of California to complete the Grant Scope project;

NOW, THEREFORE, BE IT RESOLVED that the CITY COUNCIL hereby:

APPROVES THE FILING OF AN APPLICATION FOR THE BLOOMFIELD PARK
REVITALIZATION PROJECT; AND

1. Certifies that said Applicant has or will have available, prior to commencement of any work on the project included in this application, the sufficient funds to complete the project; and
2. Certifies that if the project is awarded, the Applicant has or will have sufficient funds to operate and maintain the project, and
3. Certifies that the Applicant has reviewed, understands, and agrees to the General Provisions contained in the contract shown in the Grant Administration Guide; and
4. Delegates the authority to CITY MANAGER to conduct all negotiations, sign and submit all documents, including, but not limited to applications, agreements, amendments, and payment requests, which may be necessary for the completion of the Grant Scope; and
5. Agrees to comply with all applicable federal, state and local laws, ordinances, rules, regulations and guidelines.
6. Will consider promoting inclusion per Public Resources Code §80001(b) (8 A-G).

Adopted and approved this 25th day of August, 2020, by the following roll call vote:

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

Mayor

ATTEST:

City Clerk

D I V I D E R S H E E T

COUNCIL AGENDA

August 25, 2020

TO: The Honorable Mayor and City Council

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

INTRODUCTION

The Community Safety Commission met on August 3, 2020, to review various community safety matters that included requests to remove the disabled parking spaces at 6136 Hayter Avenue and 4856 Radnor Avenue.

STATEMENT OF FACT

The Public Works Department recently received a request for the removal of the disabled person parking spaces at 6136 Hayter Avenue and 4856 Radnor Avenue. Staff verified that the disabled persons who originally obtained the disabled person parking spaces no longer resided at the addresses. Therefore, the parking restrictions should be removed. The Community Safety Commission, at their regular meeting on August 3, 2020, approved recommending removal.

RECOMMENDATION

The Community Safety Commission recommends that the City Council adopt the attached resolution authorizing the removal of the disabled person designated parking 6136 Hayter Avenue and 4856 Radnor Avenue.

Lisa Ann Rapp 
Director of Public Works


Thaddeus McCormack
City Manager

RESOLUTION NO. 2020-49

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

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

SECTION 1. Resolution No. 2012-71 entitled:

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

is hereby rescinded.

SECTION 2. Resolution No. 2010-43 entitled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAKEWOOD ESTABLISHING A PHYSICALLY HANDICAPPED PERSONS DESIGNATED PARKING SPACE ON THE EAST SIDE OF RADNOR AVENUE WITHIN THE CITY OF LAKEWOOD

is hereby rescinded.

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

ADOPTED AND APPROVED this 25th day of August, 2020.

Mayor

ATTEST:

City Clerk

D I V I D E R S H E E T

COUNCIL AGENDA

August 25, 2020

TO: The Honorable Mayor and City Council

SUBJECT: Amendment No. 1 to Funding Agreement with Metro – Lakewood Blvd Regional Corridor Capacity Enhancement Project

INTRODUCTION

The Los Angeles County Metropolitan Transportation Authority (LACMTA) has proposed an Amendment to increase the amount of the Funding Agreement which provides a grant of Measure R Funds for improvements to Lakewood Boulevard within the City of Lakewood.

STATEMENT OF FACT

The LACMTA Board, at its May 28, 2015 meeting, programmed \$3,600,000 in Measure R Funds for the City to use for Design, Plans, Specifications and Estimates and Project Development for improvements to Lakewood Boulevard from Del Amo Boulevard to the northern city limits north of Ashworth Street. These funds come from LACMTA share of Measure R and are not the local return that is allocated to the City of Lakewood. The City Council approved the Agreement on August 9, 2016.

LACMTA Board action of June 25, 2020 increased Measure R programmed funds under this Agreement from \$3,600,000 to \$3,900,000. The increase of \$300,000 is for design and construction of dual left-turn lanes on northbound Lakewood Boulevard at Hardwick Street. If the City Council approves this Amendment, staff proposes to have the project designed and put out for bids this calendar year with construction in early 2021.

As stated herein, the original Agreement is funding for the Lakewood Boulevard Regional Corridor Capacity Enhancement Project. The proposed work, funded by this Amendment No. 1, will be designed and built to conform to the ultimate plan for the Lakewood Boulevard Corridor to avoid any duplication of work.

RECOMMENDATION

That the City Council approve Amendment No. 1 to add \$300,000 to the Funding Agreement with Los Angeles County Metropolitan Transportation Authority dated April 22, 2016 that increases the total to \$3,900,000 for improvements to Lakewood Boulevard and authorize the Mayor to sign the agreement subject to approval of form by the City Attorney.

Lisa Ann Rapp 
Director of Public Works


Thaddeus McCormack
City Manager

AMENDMENT No. 1 TO FUNDING AGREEMENT
BETWEEN CITY OF LAKEWOOD AND
THE LOS ANGELES COUNTY METROPOLITAN TRANSPORTATION AUTHORITY

This Amendment No. 1 to Funding Agreement (this "Amendment"), is dated as of June 28, 2020, by and between the City of Lakewood ("GRANTEE"), and the Los Angeles County Metropolitan Transportation Authority ("LACMTA").

RECITALS:

A. GRANTEE and LACMTA entered into that certain Funding Agreement No. 9200000000MR31536, dated April 22, 2016, (the "Existing FA"), which Existing FA provides for the Lakewood Boulevard Regional Corridor Capacity Enhancement Project (the "Project"); and

B. Whereas, LACMTA Board action of June 25, 2020, increased the Measure R programmed funds from \$3,600,000 to \$3,900,000 for Project Approval and Environmental Documentation (PAED); Plans, Specifications, and Estimates (PS&E); and Construction of the Project; and

C. WHEREAS, the funds are currently programmed as follows: \$1,000,000 in Measure R Funds in Fiscal Year (FY) 2015-16, \$2,600,000 in FY 2016-17, and \$300,000 in FY 2020-21. The total designated amount for the Project is \$3,900,000; and

D. WHEREAS, the LACMTA Board on October 25, 2018, delegated administrative authority to staff to extend funding lapse dates to meet PA&ED, PS&E, ROW, and Construction time frames; and; and

E. GRANTEE and LACMTA desire to amend the Existing FA as provided herein.

AGREEMENT:

NOW, THEREFORE, for good and valuable consideration, the receipt and adequacy of which are hereby acknowledged, the parties hereby agree as follows:

1. Part I, Paragraph 1 of the Existing FA is hereby amended by deleting it in its entirety and replacing it with the following: "Title of the Project (the "Project"): Lakewood Boulevard Regional Corridor Capacity Enhancement Project –Project Approval/Environmental Document (PAED); Plans, Specifications and Estimates (PS&E); and Construction. LACMTA Project ID# MR315.36, FTIP# LA0G1262.

2. Part I, Paragraph 2.2 of the Existing FA is hereby amended by deleting it in its entirety and replacing it with the following: "To the extent the Measure R Funds are available; LACMTA shall make to GRANTEE a grant of the Measure R funds in the amount of \$3,900,000 (the "Fund") for the Project. LACMTA Board of Directors' actions of May 28, 2015 and June 25, 2020 granted the Measure R Funds for the Project. The Funds are programmed over three years for Fiscal Years (FY) 2015-16, FY 2016-17, and FY 2020-21."

3. Part I, Paragraph 8 of the Existing FA is hereby amended by deleting it in its entirety and replacing it with the following:

"8. **Attachment D** is the "Project Reporting & Expenditure Guidelines". GRANTEE shall complete the "Quarterly Progress/Expenditure Report". The Quarterly Progress/ Expenditure Report are attached to this FA as Attachment D-2 in accordance with Attachment D – Project Reporting and Expenditure Guidelines."

4. Part I, Paragraph 11 of the Existing FA is hereby amended by deleting it in its entirety and replacing it with the following:

"Los Angeles County Metropolitan Transportation Authority
One Gateway Plaza
Metro HQ
Los Angeles, CA 90012
Attention: Carlos Montez, 99-18-2
(213) 418-3241
MontezC@metro.net"

5. Part II, Paragraph 3 of the Existing FA is hereby amended by deleting it in its entirety and replacing it with the following:

"3. INVOICE BY GRANTEE

Unless otherwise stated in this FA, the Quarterly Progress/ Expenditure Report, with supporting documentation of expenses, Project progress and other documents as required, which has been pre-approved by LACMTA, all as described in Part II, Section 6.1 of this FA, shall satisfy LACMTA invoicing requirements. Grantee shall only submit for payment the LACMTA pre-approved Quarterly Progress/ Expenditure Report Packets to the LACMTA

Project Manager at the email address shown in Part I and to LACMTA Accounts Payable Department as shown below.

Submit invoice with supporting documentation to:
ACCOUNTSPAYABLE@METRO.NET (preferable)
or
mail to:

Los Angeles County Metropolitan Transportation Authority
Accounts Payable
P. O. Box 512296
Los Angeles, CA 90051-0296

All invoice material must contain the following information:

Re: LACMTA Project ID# MR315.36 and FA# 9200000000MR315.36
LACMTA Project Manager: Carlos Montez, MS: 99-18-2"

6. Part II, Paragraph 6 of the Existing FA is hereby amended by deleting it in its entirety and replacing it with the following:

"6. REPORTING AND AUDIT REQUIREMENTS/PAYMENT ADJUSTMENTS

6.1 GRANTEE shall submit the draft of Quarterly Progress/Expenditure Report (Attachment D-2) within sixty (60) days after the close of each quarter on the last day of the months November, February, May and August to the LACMTA Project Manager for review and pre-approval of the applicable report. LACMTA Project Manager shall review and respond in writing to the draft Quarterly Progress/Expenditure Reports within thirty (30) calendar days from receipt. Grantee shall submit the LACMTA pre-approved Quarterly Progress/Expenditure Report no later than five (5) days after receipt of LACMTA's written approval. Should GRANTEE fail to submit either the draft or pre-approved reports within five (5) days of the due date and/or submit incomplete reports, LACMTA will not reimburse GRANTEE until the completed required reports are received, reviewed, and approved. The Quarterly Progress/Expenditure Reports shall include all appropriate documentation (such as contractor invoices, timesheets, receipts, etc.), and any changes to interim milestone dates that do not impact the final milestone date. All supporting documents must include a clear justification and explanation of their relevance to the Project. If no activity has occurred during a particular quarter, GRANTEE will still be required to submit the Quarterly Progress/Expenditure Reports indicating no dollars were expended that quarter. If a request for reimbursement exceeds \$500,000 in a single month, then GRANTEE can submit such an invoice once per month with supporting documentation. Expenses that are not invoiced to LACMTA Accounts Payable within ninety (90) days after the lapsing date specified in Part II, Section 9.1 below are not eligible for reimbursement.

6.2 GRANTEE shall submit the Project expenditure estimates for the subsequent fiscal year by February of each year. LACMTA will use the estimates to determine the Project budget for the upcoming fiscal year.

6.3 LACMTA, and/or its designee, shall have the right to conduct audits of the Project as deemed appropriate, such as financial and compliance audits, interim audits, pre-

award audits, performance audits and final audits. LACMTA will commence a final audit within six months of receipt of acceptable final invoice, provided the Project is ready for final audit (meaning all costs and charges have been paid by GRANTEE and invoiced to LACMTA, and such costs, charges and invoices are properly documented and summarized in the accounting records to enable an audit without further explanation or summarization including actual indirect rates for the period covered by the FA period under review). GRANTEE agrees to establish and maintain proper accounting procedures and cash management records and documents in accordance with Generally Accepted Accounting Principles (GAAP). GRANTEE shall reimburse LACMTA for any expenditure not in compliance with the Scope of Work and/or not in compliance with other terms and conditions of this FA. The allowability of costs for GRANTEE's own expenditures submitted to LACMTA for this Project shall be in compliance with Office of Management and Budget (OMB) Circular A-87. The allowability of costs for GRANTEE's contractors, consultants and suppliers expenditures submitted to LACMTA through GRANTEE's Quarterly Progress/Expenditures shall be in compliance with OMB Circular A-87 or Federal Acquisition Regulation (FAR) Subpart 31 and 2 CFR Subtitle A, Chapter II, Part 225 (whichever is applicable). Findings of the LACMTA audit are final. When LACMTA audit findings require GRANTEE to return monies to LACMTA, GRANTEE agrees to return the monies within thirty (30) days after the final audit is sent to GRANTEE.

6.4 GRANTEE's records shall include, without limitation, accounting records, written policies and procedures, contract files, original estimates, correspondence, change order files (including documentation covering negotiated settlements), invoices, and any other supporting evidence deemed necessary by LACMTA to substantiate charges related to the Project (all collectively referred to as "records"). Such records shall be open to inspection and subject to audit and reproduction by LACMTA auditors or authorized representatives to the extent deemed necessary by LACMTA to adequately permit evaluation of expended costs. Such records subject to audit shall also include, without limitation, those records deemed necessary by LACMTA to evaluate and verify, direct and indirect costs, (including overhead allocations) as they may apply to costs associated with the Project. These records must be retained by GRANTEE for three years following final payment under this Agreement. Payment of retention amounts shall not occur until after the LACMTA's final audit is completed.

6.5 GRANTEE shall cause all contractors to comply with the requirements of Part II, Section 5, paragraphs 6.2 and 6.3 above. GRANTEE shall cause all contractors to cooperate fully in furnishing or in making available to LACMTA all records deemed necessary by LACMTA auditors or authorized representatives related to the Project.

6.6 LACMTA or any of its duly authorized representatives, upon reasonable written notice, shall be afforded access to all GRANTEE'S records and its contractors related to the Project, and shall be allowed to interview any employee of GRANTEE and its contractors through final payment to the extent reasonably practicable.

6.7 LACMTA or any of its duly authorized representatives, upon reasonable written notice, shall have access to the offices of GRANTEE and its contractors, shall have access to all necessary records, including reproduction, at no charge to LACMTA,

and shall be provided adequate and appropriate work space in order to conduct audits in compliance with the terms and conditions of this FA.

6.8 When business travel associated with the Project requires use of a vehicle, the mileage incurred shall be reimbursed at the mileage rates set by the Internal Revenue Service, as indicated in the United States General Services Administration Federal Travel Regulation, Privately Owned Vehicle Reimbursement Rates.

6.9 GRANTEE shall be responsible for ensuring all contractors/ subcontractors for the Project comply with the terms of the Ordinance. GRANTEE shall cooperate with LACMTA Management Audit Services Department such that LACMTA can meet its obligations under the Ordinance.

6.10 GRANTEE shall certify each invoice by reviewing all subcontractor costs and maintaining internal control to ensure that all expenditures are allocable, allowable and reasonable and in accordance with OMB A-87 or FAR subpart 31 and 2 CFR Subtitle A, Chapter II, part 225, (whichever is applicable) and the terms and conditions of this FA.

6.11 GRANTEE shall also certify final costs of the Project to ensure all costs are in compliance with OMB A-87 or FAR subpart 31 and 2 CFR Subtitle A, Chapter II, part 225, (whichever is applicable) and the terms and conditions of this FA.

6.12 In addition to LACMTA's other remedies as provided in this FA, LACMTA may withhold the Funds if the LACMTA audit has determined that GRANTEE failed to comply with the Scope of Work (such as misusing Funds or failure to return Funds owed to LACMTA in accordance with LACMTA audit findings) and /or is severely out of compliance with other terms and conditions as defined by this FA, including the access to records provisions of Part II, Section 6."

7. Part II, Paragraph 9 of the Existing FA is hereby amended by deleting it in its entirety and replacing it with the following:

"9. TIMELY USE OF FUNDS/REPROGRAMMING OF FUNDS:

9.1 GRANTEE must demonstrate timely use of the Funds by:

- (i) executing this Agreement within ninety (90) days of receiving formal transmittal of the Agreement from LACMTA, or by December 31st of the first Fiscal Year in which the Funds are programmed, whichever date is later; and
- (ii) meeting the Project milestones due dates as agreed upon by the LACMTA and GRANTEE in the FA; milestones include, but are not limited to the following:
 - a. for construction or capital purchase projects, contracts shall be awarded within nine (9) months from the date of completion of design. Project design (preliminary engineering) must

- begin within six (6) months from the identified milestone start date; and
- (iii) submitting the Quarterly Progress/Expenditure Report; and
 - (iv) funds programmed for FY2015-16 are no longer available. Funds programmed for FY2016-17 are subject to lapse on June 30, 2022. Funds programmed for FY2020-21 are subject to lapse on June 30, 2023.

9.2 Quarterly Progress/Expenditure Reports will be used to evaluate compliance with the Project milestone due dates as identified in the FA. If the Project does not meet the milestone due dates as agreed upon in the FA, LACMTA will issue a notice of non-compliance to the GRANTEE, and the GRANTEE will be required to develop a written recovery plan illustrating in detail the GRANTEE's actions to resolve the delay and to meet the Project completion date agreed upon in the FA (the "Recovery Plan"). If the Recovery Plan is deemed viable by LACMTA staff, and meets the Project completion date agreed upon in the FA, LACMTA may grant an administrative schedule update as long as the Funds are expended in compliance with (iv) above. If GRANTEE fails to submit a Recovery Plan within 30 days of the notice of non-compliance from LACMTA, or the Recovery Plan illustrates that the Project will not meet the lapse date in the FA, LACMTA may recommend potential deobligation of the Funds as part of its annual Call for Projects Recertification/Deobligation process. GRANTEE will ONLY be allowed to request a one-time lapsing date extension of 20-months from the final lapse date, which request is subject to LACMTA's Technical Advisory Committee (TAC) consideration as part of the annual Call for Projects Recertification/Deobligation process.

9.3 Recertification of Funds will be based on Project progress and is subject to meeting the Project milestones as agreed upon in the FA.

9.4 If GRANTEE does not complete one element of the Project, as described in the FTIP Project Sheet, due to all or a portion of the Funds lapsing, the entire Project may be subject to deobligation at LACMTA's sole discretion. In the event that all the Funds are deobligated, this Agreement shall automatically terminate.

9.5 If the GRANTEE fails to meet any of the conditions in paragraph 9.1 above, the Project shall be considered lapsed and will be submitted to the LACMTA Board for deobligation. Expenses that are not invoiced within 60 days after the lapsing date are not eligible for reimbursement."

8. Part II, Paragraph 12 of Existing FA is hereby amended by deleting it in its entirety and replacing it with the following:

"12. COMMUNICATIONS:

12.1 GRANTEE shall ensure that all Communication Materials contain recognition of LACMTA's contribution to the Project as more particularly set forth in "Funding Recipient Communications Guidelines" available at <http://metro.net/partners-civic>. The Funding Recipient Communications Guidelines may be changed from time to time during the course of this Agreement. GRANTEE shall be responsible for complying

with the latest Funding Recipient Communications Guidelines during the term of this Agreement, unless otherwise specifically authorized in writing by the LACMTA Chief Communications Officer.

12.2 For purposes of this Agreement, "Communications Materials" include, but are not limited to, press events, public and external newsletters, printed materials, advertising, websites radio and public service announcements, electronic media, and construction site signage. A more detailed definition of "Communications Materials" is found in the Funding Recipient Communications Guidelines.

12.3 The Metro logo is a trademarked item that shall be reproduced and displayed in accordance with specific graphic guidelines. The preferred logo lock-up for Funding Recipients to use is included in the Funding Recipient Communications Guidelines.

12.4 GRANTEE shall ensure that any subcontractor, including, but not limited to, public relations, public affairs, and/or marketing firms hired to produce Project Communications Materials for public and external purposes will comply with the requirements contained in this Section.

12.5 The LACMTA Project Manager shall be responsible for monitoring GRANTEE's compliance with the terms and conditions of this Section. GRANTEE's failure to comply with the terms of this Section shall be deemed a default hereunder and LACMTA shall have all rights and remedies set forth herein."

9. Attachment A of the Existing FA is hereby replaced by Attachment A-1, attached.

10. Attachment B-1 of the Existing FA is hereby replaced by Attachment B-1-1, attached.

11. Attachment C of the Existing FA is hereby replaced by Attachment C-1, attached.

12. The parties have agreed that the Monthly Progress Report is no longer required and therefore, Attachment D-1 and all references thereto are hereby deleted.

13. Except as expressly amended hereby, the Existing FA remains in full force and effect as originally executed. All rights and obligations of the parties under the Existing FA that are not expressly amended by this Amendment shall remain unchanged.

IN WITNESS WHEREOF, the parties have caused this Amendment No. 1 to be duly executed and delivered as of the above date.

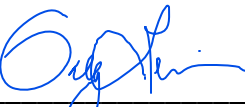
LOS ANGELES COUNTY
METROPOLITAN TRANSPORTATION AUTHORITY

By: _____
Phillip A. Washington
Chief Executive Officer

Date: _____

APPROVED AS TO FORM:

MARY C. WICKHAM
County Counsel

By:  _____
Deputy

Date: 8/11/2020

CITY OF LAKEWOOD

By: _____
Todd Rogers
Mayor

Date: _____

APPROVED AS TO FORM:

By: _____
Steve Skolnik
City Attorney

Date: _____

ATTACHMENT A-1 - PROJECT FUNDING

Measure R Program - Funding Agreement Projects - FA# 9200000000MR31536

Project Title: Lakewood Boulevard Regional Corridor Capacity Enhancement Project Project#: MR315.36

PROGRAMMED BUDGET - SOURCES OF FUNDS

SOURCES OF FUNDS	Prior Years	FY2017-18	FY 2018-19	FY2019-20	FY2020-21	FY2021-22	Total Budget	% of Budget
LACMTA PROGRAMMED FUNDING								
MEASURE R FUNDS	\$ 3,600,000				\$ 300,000		\$ 3,900,000	
LACMTA PROGRAMMED FUNDS BY YEAR SUBTOTAL	\$ 3,600,000	\$ -	\$ -	\$ -	\$ 300,000	\$ -	\$ 3,900,000	100%
OTHER SOURCES OF FUNDING:								
LOCAL:							\$ -	0%
STATE:							\$ -	0%
FEDERAL:							\$ -	0%
PRIVATE OR OTHER:							\$ -	0%
OTHER FUNDING SUBTOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0%
TOTAL PROJECT FUNDS	\$ 3,600,000	\$ -	\$ -	\$ -	\$ 300,000	\$ -	\$ 3,900,000	100%

ATTACHMENT B-1-1 - EXPENDITURE PLAN COST & CASH FLOW BUDGET

Measure R Program - Funding Agreement Projects - FA# 9200000000MR31536

Project Title: Lakewood Boulevard Regional Corridor Capacity Enhancement Project

Project#: MR315.36

PROGRAMMED SOURCES OF FUNDS

SOURCES OF FUNDS	FY 2016-17 Qtr 1	FY 2016-17 Qtr 2	FY 2016-17 Qtr 3	FY 2016-17 Qtr 4	FY 2017-18 Qtr 1	FY 2017-18 Qtr 2	FY 2017-18 Qtr 3	FY 2017-18 Qtr 4	TOTAL BUDGET
LACMTA PROGRAMMED FUNDS:									
MEASURE R FUNDS:									
PAED		\$117,739	\$173,100	\$79,678	\$269,189	\$125,734	\$45,356	\$16,489	\$827,285
PS&E									\$0
RW Support									\$0
Const. Support									\$0
RW									\$0
Construction									\$0
Total MEASURE R	\$0	\$117,739	\$173,100	\$79,678	\$269,189	\$125,734	\$45,356	\$16,489	\$827,285
SUM PROG LACMTA FUNDS:	\$0	\$117,739	\$173,100	\$79,678	\$269,189	\$125,734	\$45,356	\$16,489	\$827,285
SUM NON-LACMTA FUNDS :	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
PROJECT FUNDING FY16-17 and FY17-18	\$0	\$117,739	\$173,100	\$79,678	\$269,189	\$125,734	\$45,356	\$16,489	\$827,285
SOURCES OF FUNDS	FY 2018-19 Qtr 1	FY 2018-19 Qtr 2	FY 2018-19 Qtr 3	FY 2018-19 Qtr 4	FY 2019-20 Qtr 1	FY 2019-20 Qtr 2	FY 2019-20 Qtr 3	FY 2019-20 Qtr 4	TOTAL BUDGET
LACMTA PROGRAMMED FUNDS:									
MEASURE R FUNDS:									
PAED	\$20,133	\$2,730	\$7,543	\$7,668					\$38,074
PS&E			\$241,063	\$373,384	\$351,638	\$192,458	\$114,705	\$61,955	\$1,335,203
RW Support									\$0
Const. Support									\$0
RW									\$0
Construction									\$0
Total MEASURE R	\$20,133	\$2,730	\$248,605	\$381,053	\$351,638	\$192,458	\$114,705	\$61,955	\$1,373,278
SUM PROG LACMTA FUNDS:	\$20,133	\$2,730	\$248,605	\$381,053	\$351,638	\$192,458	\$114,705	\$61,955	\$1,373,278
SUM NON-LACMTA FUNDS :	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
PROJECT FUNDING FY18-19 and FY19-20	\$20,133	\$2,730	\$248,605	\$381,053	\$351,638	\$192,458	\$114,705	\$61,955	\$1,373,278
SOURCES OF FUNDS	FY 2020-21 Qtr 1	FY 2020-21 Qtr 2	FY 2020-21 Qtr 3	FY 2020-21 Qtr 4	FY 2021-22 Qtr 1	FY 2021-22 Qtr 2	FY 2021-22 Qtr 3	FY 2021-22 Qtr 4	TOTAL BUDGET
LACMTA PROGRAMMED FUNDS:									
MEASURE R FUNDS:									
PAED									\$0
PS&E	\$139,944	\$295,888	\$349,860	\$279,888	\$209,916	\$139,944			\$1,415,438
RW Support									\$0
Const. Support				\$35,000					\$35,000
RW									\$0
Construction				\$249,000					\$249,000
Total MEASURE R	\$139,944	\$295,888	\$349,860	\$563,888	\$209,916	\$139,944	\$0	\$0	\$1,699,438
SUM PROG LACMTA FUNDS:	\$139,944	\$295,888	\$349,860	\$563,888	\$209,916	\$139,944	\$0	\$0	\$1,699,438
SUM NON-LACMTA FUNDS :	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
PROJECT FUNDING FY20-21 and FY21-22	\$139,944	\$295,888	\$349,860	\$563,888	\$209,916	\$139,944	\$0	\$0	\$1,699,438
SUMMARY OF ALL FUNDS									
PAED	\$20,133	\$120,469	\$180,642	\$87,347	\$269,189	\$125,734	\$45,356	\$16,489	\$865,359
PS&E	\$139,944	\$295,888	\$590,922	\$653,272	\$561,554	\$332,402	\$114,705	\$61,955	\$2,750,641
RW Support	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Const. Support	\$0	\$0	\$0	\$35,000	\$0	\$0	\$0	\$0	\$35,000
RW	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Construction	\$0	\$0	\$0	\$249,000	\$0	\$0	\$0	\$0	\$249,000
TOTAL MILESTONES	\$160,077	\$416,357	\$771,564	\$1,024,619	\$830,743	\$458,136	\$160,062	\$78,444	\$3,900,000
SUM PROG LACMTA FUNDS	\$160,077	\$416,357	\$771,564	\$1,024,619	\$830,743	\$458,136	\$160,062	\$78,444	\$3,900,000
SUM NON-LACMTA FUNDS	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL PROJECT FUNDING	\$160,077	\$416,357	\$771,564	\$1,024,619	\$830,743	\$458,136	\$160,062	\$78,444	\$3,900,000

ATTACHMENT C-1

SCOPE OF WORK

PROJECT TITLE:

Lakewood Boulevard Regional Corridor Capacity Enhancement Project.

PROJECT LOCATION:

The project is located in the City of Lakewood.

PROJECT LIMITS:

This project is on Lakewood Boulevard from Del Amo Boulevard to the north city limit.

NEXUS TO HIGHWAY OPERATION DEFINITION/PROJECT PURPOSE:

The project includes street widening and median improvements to accommodate Class II bike lanes in each direction, new sidewalk, street resurfacing, ADA and storm water compliance, traffic signal modifications, drought-resistant landscaping and irrigation, signing & striping, and utility undergrounding within existing City right-of-way.

PROJECT BACKGROUND:

Lakewood Boulevard is a major arterial that carries a high volume of traffic with 35,000 vehicles per day. Currently there are no sidewalk or bike lanes along this roadway. With the development of freeway improvements on I-91-605 interchange projects, the design of the Lakewood Boulevard parkway widening project between south City limit (Del Amo Boulevard) and north City limit (north of Ashworth Street) was funded through the hot spots program. The design of the corridor will be completed at the end of the 20/21 fiscal year and we are looking to fund the construction of the Lakewood Boulevard Parkway Widening Project. Construction will be rolled out in phases, with the first phase to start construction between Del Amo Boulevard and Candlewood Street. The project funding requested will only be for installing dual left turn lanes at Lakewood Boulevard at Hardwick Street as a part of phase 1 at this time.

Phase 1 of the Lakewood Boulevard Parkway Widening project is located in the commercial end of Lakewood Boulevard. Both sides of the roadway host shopping centers and a mall. This project will encourage Lakewood residents to walk or bike to these shopping centers. Phase 1 of the project will construct the sidewalk and bike path in front of the retail centers and later phases will connect the path to residential neighborhoods to the north.

A Traffic analysis for the Lakewood Boulevard Parkway Widening Project was completed in 2018 to address the traffic impacts of the proposed installation of a Class I bike path in the street parkway and minor roadway capacity enhancements. The proposed project will have one traffic capacity enhancement on Lakewood Boulevard at Hardwick Street where a 2nd northbound left turn lane will be added. The left turn pocket analysis was conducted, and the results are in the **Table A** below. The proposed dual left turn lane on Lakewood Boulevard and Hardwick Street is recommended based on the traffic capacity analysis.

Table A
Recommended Left Turn Pocket Lengths
on Lakewood Boulevard

Intersection with	Left Turn Pocket Length (ft)		
	Existing	Recommended	Designed Length
Hardwick St.			
Northbound	164	200	164-ft dual
Southbound	143-ft dual	110-ft dual	143-ft dual

The traffic impact analysis identified that the proposed project does not have a significant negative impact on the LOS for the study intersection at Lakewood Boulevard and Hardwick Street and improves the traffic capacity for left turning vehicles.

BUDGET:

COMPONENT	AMOUNT
PA/ED	\$ 865,359
PS and E*	2,750,641
R/W Support	000,000
R/W Capital	000,000
Construction Support*	35,000
Construction Capital*	<u>249,000</u>
Total Budget	\$ 3,900,000

* For traffic signal improvements at Lakewood Blvd./Hardwick St. intersection: \$16,000 for PS and E, \$35,000 for Construction Support, and \$249,000 for Construction Capital

SCOPE:

PROJECT APPROVAL AND ENVIRONMENTAL DOCUMENTATION (PA&ED)

- I. Preliminary Design (Final Work Product: (1) Preliminary Design Report, including layout plans to be incorporated into final design, survey with topographic features, utility locations, results of geotechnical investigations, right-of-way acquisitions/vacations, identification of street pavement structural sections, identification of drainage/BMP structure improvements, recommended ultimate alignment of roadway improvements, and repair strategy; (2) CAD drawings; and (3) Preliminary engineer's construction cost estimate)

"Consultant" and/or "Lead Agency" Staff to perform the following tasks:

- A. Account for field visits of the project area to identify design issues. Record existing site conditions in photographs and/or video.
- B. Read, review, and understand all aspects and goals of the Lead Agency's General Plan Circulation Element and other plans, as these plans pertain to the improvements contemplated by this project.
- C. Provide layout plans to be incorporated into the final design.
- D. Provide a complete survey of the project area, establishing horizontal and vertical control for the project. Mapping shall include topographic features within 50 feet of project area.

- E. Identify and coordinate with all utilities in the project area to facilitate the final design of the Project.
- F. Conduct geotechnical investigations of the project area.
- G. Identify right-of-way acquisitions and/or vacations to provide for the optimal alignment of roadways in the project area, which shall incorporate roadway widening, development build-outs, and preservation of existing improvements and scenic character of the area, as needed.
- H. Identify street pavement structural sections for project area.
- I. Identify all drainage/BMP structure improvements, based upon hydrology, hydraulic calculations, and water quality issues. (Structural BMPs shall be incorporated into the street design for storm water quality improvements prior to entering natural waterways.)
- J. Prepare and submit a report identifying the ultimate alignment of roadway improvements, as well as the recommended ultimate repair strategy. As part of the Report, prepare and provide CAD drawings of the proposed alignment, including vertical and horizontal alignment, improvements, and drainage/BMP structures. Right-of-way acquisitions and/or vacations shall be clearly identified.
- K. Prepare and submit a preliminary Engineer's construction cost estimate for all recommended improvements identified in the report.

II. Environmental Analysis

"Consultant" and/or "Lead Agency" Staff to perform the following tasks:

- A. Define a complete and detailed project description and delineate project study areas that will meet the needs of technical analyses and Initial Study/Mitigated Negative Declaration (IS/MND).
- B. Conduct the required technical analysis for the project.
- C. Prepare, following completion of appropriate technical analysis, an Administrative Draft IS checklist for review and approval by the City.
- D. Prepare the Draft IS and Draft MND for public circulation.
- E. Prepare responses to public review of Draft and prepare a Final MND and submit for review to the City.
- F. Prepare a Mitigation Monitoring and Reporting Program (MMRP).
- G. Coordinate with the City and prepare permit applications/notifications for the Project as applicable.

FINAL DESIGN

I. Plans, Specifications, and Estimate (PS&E)

"Consultant" and/or "Lead Agency" Staff to perform the following tasks:

- A. Design the ultimate build-out of the improvements along Lakewood Boulevard, based on the City reviewed "Summary Letter Report."
- B. Prepare civil roadway plans for the required improvements, consistent with City format. At a minimum, the plan set shall include Title Sheet, Site Plan, General Construction Notes, Horizontal Control, Typical Sections and Details, Plan and Profile, Drainage/BMP Structure(s) Details, Traffic Striping/Signage/Signal Plans, Street Lighting/Electrical, Bike Lane Plans, and Median/Landscaping Plans.
- C. Submittal of plan set shall be delivered at 50% and 90% complete and final (five (5) sets per submittal). When project is complete, the Consultant shall provide AutoCAD files for all plan sheets.

- D. Assist the City for the Community Information Workshop after the 90% submittal by preparing exhibits and attending workshop and be prepared to discuss concerns of the property owners along Lakewood Boulevard.
- E. Prepare construction specifications consistent with City format (SSPWC "Greenbook" APWA, current edition with updates).
- F. Submittal of specifications shall be delivered to the City at 90% complete and final. When project is complete, the Consultant shall provide a digital file of specification package in Microsoft Word format for Windows.
- G. Prepare an engineer's construction cost estimate based on the itemized quantity take-off from the contract documents.
- H. Submittal of the engineer's construction cost estimate shall be delivered to the City at 90% complete and final in a spreadsheet format.
- I. From Southern California Edison: undergrounding plans for overhead facilities.

II. Project Management and Preparation of Periodic Updated Schedule, Deliverables, and Meetings

"Consultant" and/or "Lead Agency" Staff to perform the following tasks:

- A. Meet as needed with the City to accomplish Project tasks as outlined. Meetings expected between the Consultant and City shall include but not be limited to: Project Kick-off Meeting, presentation of "Summary Letter Report," progress meetings, and preparation for the Community Information Workshop at 90% design completion.
- B. Provide periodic schedule updates on deliverables and meetings as changes to original schedule occur or as needed based on the needs of the project.

CONSTRUCTION

Grantee expects to perform the following tasks for the Lakewood Boulevard/Hardwick Street Intersection Improvements component of the overall project:

- A. Contract with a separate engineering firm to provide Construction Management for the Project. This will be accomplished through an RFP.
- B. Contract with a Contractor for construction.

Note: The intersection of Lakewood Blvd. & Hardwick St., which is a part of the Lakewood Boulevard Regional Corridor Capacity Enhancement project, will be constructed ahead of the rest of the project. Future construction phases will require an amendment to this Scope of Work.

MILESTONES: The implementation schedule for this project will be as follows.

	START DATE	COMPLETION DATE
PRELIMINARY DESIGN		
Prepare Detailed Design Plans	11/2016	11/2017
Prepare Detailed Construction Plans	11/2016	11/2017
Prepare Project Cost Estimate	11/2016	11/2017
PA&ED		
Prepare Environmental Document Document Type: IS/MND	8/2017	6/2019
Scoping	8/2017	6/2019
Technical Studies	8/2017	6/2019
Draft Environmental Document	8/2017	6/2019
Final Environmental Document	8/2017	6/2019
PS&E		
35% PS&E		
Preliminary Investigations	1/2019	6/2019
Preliminary Foundation	1/2019	6/2019
Geometric Drawings	1/2019	6/2019
Bridge Type Selection Roadway and Retrofit Strategy	1/2019	6/2019
ADL Review	1/2019	6/2019
Utilities	1/2019	6/2019
Right-of-Way	1/2019	6/2019
Estimating	1/2019	6/2019
Civil Design	1/2019	6/2019
Structural Design	1/2019	6/2019
65% PS&E		
Civil Design Plans	6/2019	12/2019
Right-of-Way Engineering	6/2019	12/2019
Structural Design	6/2019	12/2019
Prepare Project Cost Estimate	6/2019	12/2019
95% PS&E		
Civil Design Plans	1/2020	3/2020
Structural Design	1/2020	3/2020
Submittals & Reviews		
Submit Final PS&E	4/2020	6/2020
Undergrounding of Overhead Facilities	7/2020	12/2021

CONSTRUCTION MILESTONES FOR LAKEWOOD BLVD./HARDWICK ST. INTERSECTION ONLY:

The implementation schedule for this project will be as follows.

	START DATE	COMPLETION DATE
Solicitation (Bid/Proposal)		
Develop Solicitation Package	7/2020	8/2020
Solicitation Response	9/2020	9/2020
Evaluations	9/2020	9/2020
Selection	10/2020	10/2020
Board Approval Process	10/2020	10/2020
Contract Award	11/2020	11/2020
Fully Executed Contract	11/2020	11/2020
Material Procurement		
Obtain Traffic Signal Poles & Equipment	11/2020	2/2021
Excavation		
Clear/Grub	3/2021	4/2021
Concrete		
Pole Placement	3/2021	4/2021
Traffic Control		
TMP	3/2021	4/2021
Structural		
Pole Placement	3/2021	4/2021
Utilities		
SCE	4/2021	4/2021
General		
General Construction/close out project	3/2021	4/2021

D I V I D E R S H E E T

COUNCIL AGENDA

August 25, 2020

TO: The Honorable Mayor and City Council

SUBJECT: Renewal of Internet Services Agreement with Spectrum

INTRODUCTION

The city contracts with Spectrum for data communication services. This includes internet access for City Hall and other facilities.

STATEMENT OF FACTS

A five-year service agreement for internet access services for City Hall and other city facilities recently expired. With the assistance of the city's independent telecommunications consultant, the city negotiated a three-year agreement with Spectrum at a lower monthly rate than was previously available in the five-year agreement.

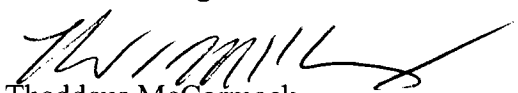
The proposed cost of \$1,235 per month is \$555 less than the \$1,790 previously paid per month for internet services offering a download speed of one (1) Gigabit per second (gbps). Given the evolving nature of data communication technology, the city's consultant recommends that a three-year agreement is an appropriate term.

STAFF RECOMMENDATION

It is recommended that the City Council approve a three-year internet services agreement with Spectrum and authorize the City Manager or his designee to enter into an agreement.



Jose Gomez
Director of Finance & Administrative Services



Thaddeus McCormack
City Manager

Attachment:
Spectrum Agreement (Customer Service Order)

Customer Service Order

THIS SERVICE ORDER ("Service Order"), is executed and effective upon the date of the signature set forth in the signature block below ("Effective Date") and is by and between Charter Communications Operating, LLC on behalf of those operating subsidiaries providing the Service(s) hereunder ("Spectrum") and Customer (as shown below) and is governed by and subject to the Spectrum Enterprise Commercial Terms of Service posted to the Spectrum Enterprise website, <https://enterprise.spectrum.com/> (or successor url) or, if applicable, an existing services agreement mutually executed by the parties (each, as appropriate, a "Service Agreement"). Except as specifically modified herein, all other terms and conditions of the Service Agreement shall remain unamended and in full force and effect.

Account Executive: Linda Garcia
 Phone: 714-287-6609 ext:
 Cell Phone: 714-287-6609
 Email: linda.garcia@charter.com

Order # 12059963

Customer Information: Customer Code		
Business Name	CITY OF LAKEWOOD	Customer Type: Existing Customer
Billing Address		
Attention To:	Account Number	
5050 CLARK AVE LAKEWOOD CA 90712	8448300640348386	
Billing Contact	Billing Contact Phone	Billing Contact Email Address
Robin Frenett	(562) 866-9771	rfrenett@lakewoodcity.org
Authorized Contact		
Authorized Contact	Authorized Contact Phone	Authorized Contact Email Address
Robin Frenett	(562) 866-9771	rfrenett@lakewoodcity.org
Technical Contact		
Technical Contact	Technical Contact Phone	Technical Contact Email Address
Robin Frenett	(562) 866-9771	rfrenett@lakewoodcity.org

Fiber Internet and Ethernet Service Order Information For 5050 Clark Ave Lakewood CA 90712

Site Name	Address Location	Location Type	Bandwidth
	5050 Clark Ave Lakewood, CA 90712		

New and Revised Services and Monthly Charges At 5050 Clark Ave , Lakewood CA 90712

Description	Quantity	Sales Price	Monthly Recurring Total	Contract Term
29 Static IP	1	\$45.00	\$45.00	36 Months
Fiber Internet 1Gbps	1	\$1,190.00	\$1,190.00	36 Months
*Total			\$1,235.00	

*Prices do not include taxes and fees.

Special Terms

Electronic Signature Disclosure

By signing and accepting below you are acknowledging that you have read and agree to the terms and conditions outlined in this document.

Authorized Signature for Customer

Printed Name and Title

Date Signed

D I V I D E R S H E E T

COUNCIL AGENDA

August 25, 2020

TO: The Honorable Mayor and City Council

SUBJECT: Notice of Completion – Public Works Contract 19-03
ADA Restroom Improvements to the Existing Park Buildings at Biscailuz Park,
Bolivar Park, Boyar Park, Del Valle Park, Mayfair Park and San Martin Park

INTRODUCTION

GDL Best Contractors Inc., the Contractor on Public Works Contract 19-03, has completed work which consisted of interior and exterior demolition, remodeling of six accessible park restrooms, and other improvements as required by the contract documents.

STATEMENT OF FACT

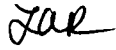
On October 8, 2019 Council awarded Public Works Contract 2019-03 to GDL Best Contractors Inc. in the amount of \$445,360. Eight change orders (COs) were negotiated throughout the construction period resulting in a final contract amount of \$485,722.20. The net additional amount to the contract was \$40,362.20. These change orders are the result of changes to the design, including hardscape replacement for ADA accessibility at Mayfair Park and Boyar Park, a new trap primer at Biscailuz Park, furred walls to conceal the electrical conduit for hand dryers at each park site, replacement of a damaged beam at Boyar Park, and the removal of a non-compliant drinking fountain and repair of leaking waterline at Del Valle Park. The final change order was a no-cost contract extension change order, extending the contract schedule by 60 working days due to impacts of COVID-19 on operations of the contractor, sub-contractors, and vendors.

The contract was substantially completed in August 2020. GDL Best Contractors Inc.'s staff has addressed most items on the project punch list, however there are minor pending items that staff is working with GDL to repair or complete, and GDL has stated that they are willing to complete those items within 35 days from the date of recording the NOC. Should they fail to complete any of the required items by the deadline, staff will determine the value of the work and withhold that amount from the retention. Staff recommends issuing the NOC.

RECOMMENDATION

It is the recommendation of Staff that the City Council:

- (1) Accept the work performed by GDL Best Contractors Inc. in a final contract amount of \$485,722.20, and authorize the City Clerk to file the Notice of Completion for Public Works Contract 2019-03.
- (2) Ratify Change Order Nos. 1-8 in the net additional amount of \$40,362.20 to Public Works Contract 2019-03.

Lisa Ann Rapp 
Director of Public Works


Thaddeus McCormack
City Manager

D I V I D E R S H E E T

Public Hearings

COUNCIL AGENDA

August 25, 2020

TO: The Honorable Mayor and City Council

SUBJECT: Congestion Management Program Conformance Self-Certification Process

STATEMENT OF FACTS

The Congestion Management Program (“CMP”) was created by the State Legislature with the passage of Assembly Bill 471 (1989) and became effective with voter approval of Proposition 111 in June 1990. The CMP addresses the impact of local growth on the regional transportation system. The CMP for Los Angeles County cities was developed by the Los Angeles County Metropolitan Transportation Authority (“LACMTA”) and implemented in May 1992. The City of Lakewood (“City”) has been complying with the requirements of the CMP since its implementation.

In September 2008, LACMTA Board of Directors approved the Congestion Mitigation Fee Feasibility Study to confirm the growth forecast and estimate project costs that could be the basis of a possible congestion mitigation fee program. The study was completed, and in June 2013, the LACMTA Board of Directors approved a motion that directed LACMTA staff to work with their Sacramento delegation to explore legislative options to the state-mandated CMP. In March 2014, LACMTA staff met with various stakeholders to discuss the possible implementation of a CMP Fee and other potential alternatives for meeting the statutory requirements of the CMP. While LACMTA staff evaluates these options, the existing local implementation responsibilities for the CMP will be in effect.

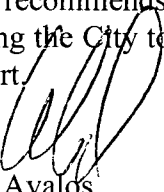
The 2010 CMP requires that local jurisdictions annually submit:

1. A Local Development Report showing all development activity (June 1, 2019 to May 31, 2020); and
2. A resolution approved by the City Council at a noticed public hearing adopting the Local Implementation Report and self-certifying the City’s conformance with local CMP requirements.

The City is in compliance with all local CMP requirements. A Land Use Resolution was adopted by the City Council on February 9, 1993. A Transportation Demand Management ordinance was adopted by the City Council on February 23, 1993. The City continues to conduct biennial traffic counts on Lakewood Boulevard in odd numbered years. The traffic counts and Level of Service calculations for the intersection of Lakewood Boulevard and South Street were submitted to LACMTA on August 5, 2019. Development activities are also being tracked and are the basis for the attached Local Development Report.

STAFF RECOMMENDATION

Staff recommends that the City Council hold a public hearing, and adopt the attached resolution finding the City to be in conformance with the CMP and adopting the CMP Local Development Report.



Abel Avalos
Director of Community Development



Thaddeus McCormack
City Manager

RESOLUTION NO. 2020-50

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
LAKEWOOD, CALIFORNIA, FINDING THE CITY TO BE IN
CONFORMANCE WITH THE CONGESTION
MANAGEMENT PROGRAM (CMP) AND ADOPTING THE
CMP LOCAL DEVELOPMENT REPORT, IN ACCORDANCE
WITH CALIFORNIA GOVERNMENT CODE SECTION 65089

WHEREAS, CMP statute requires the Los Angeles County Metropolitan Transportation Authority ("LACMTA"), acting as the Congestion Management Agency for Los Angeles County, to annually determine that the County and cities within the County are conforming to all CMP requirements; and

WHEREAS, LACMTA requires submittal of the CMP Local Development Report by September 1 of each year; and

WHEREAS, the City Council held a noticed public hearing on August 25, 2020.

NOW, THEREFORE, the City Council of the City of Lakewood does hereby resolve as follows:

SECTION 1. That the City has taken all of the following actions, and that the City is in conformance with all applicable requirements of the 2010 CMP adopted by the LACMTA Board on October 28, 2010.

By June 15, of odd-numbered years, the City conducts annual traffic counts and calculates levels of service for selected arterial intersections, consistent with the requirements identified in the CMP Highway and Roadway System chapter.

The City has locally adopted and continues to implement a transportation demand management ordinance, consistent with the minimum requirements identified in the CMP Transportation Demand Management chapter.

The City has locally adopted and continues to implement a land use analysis program, consistent with the minimum requirements identified in the CMP Land Use Analysis Program chapter.

The City has adopted a Local Development Report, attached hereto and made a part hereof, consistent with the requirements identified in the 2010 CMP. This report balances traffic congestion impacts due to growth within the City with transportation improvements, and demonstrates that the City is meeting its responsibilities under the Countywide Deficiency Plan consistent with the LACMTA Board adopted 2014 Short Range Transportation Plan.

SECTION 2. That the City Clerk shall certify to the adoption of this Resolution and shall forward a copy of this Resolution to the Los Angeles County Metropolitan Transportation Authority.

ADOPTED AND APPROVED THIS 25TH DAY OF AUGUST, 2020.

Mayor

ATTEST:

City Clerk

2020 CMP Local Development Report

Reporting Period: JUNE 1, 2019 - MAY 31, 2020

Contact: Michael Jenkins

Phone Number: 562-866-9771 x2346

CONGESTION MANAGEMENT PROGRAM FOR LOS ANGELES COUNTY

2020 DEFICIENCY PLAN SUMMARY

*** IMPORTANT: All "#value!" cells on this page are automatically calculated.
Please do not enter data in these cells.**

DEVELOPMENT TOTALS**RESIDENTIAL DEVELOPMENT ACTIVITY****Dwelling Units**

Single Family Residential

24.00

Multi-Family Residential

0.00

Group Quarters

0.00

COMMERCIAL DEVELOPMENT ACTIVITY**1,000 Net Sq.Ft.²**

Commercial (less than 300,000 sq.ft.)

70,096.00

Commercial (300,000 sq.ft. or more)

0.00

Freestanding Eating & Drinking

0.00

NON-RETAIL DEVELOPMENT ACTIVITY**1,000 Net Sq.Ft.²**

Lodging

0.00

Industrial

0.00

Office (less than 50,000 sq.ft.)

0.00

Office (50,000-299,999 sq.ft.)

0.00

Office (300,000 sq.ft. or more)

0.00

Medical

0.00

Government

0.00

Institutional/Educational

0.00

University (# of students)

0.00

OTHER DEVELOPMENT ACTIVITY**Daily Trips**

ENTER IF APPLICABLE

0.00

ENTER IF APPLICABLE

0.00

EXEMPTED DEVELOPMENT TOTALS

Exempted Dwelling Units

0

Exempted Non-residential sq. ft. (in 1,000s)

0

2020 CMP Local Development Report
Reporting Period: JUNE 1, 2019 - MAY 31, 2020

Enter data for all cells labeled "Enter." If there are no data for that category, enter "0."

PART 1: NEW DEVELOPMENT ACTIVITY
RESIDENTIAL DEVELOPMENT ACTIVITY

Category	Dwelling Units
Single Family Residential	24.00
Multi-Family Residential	0.00
Group Quarters	0.00

COMMERCIAL DEVELOPMENT ACTIVITY

Category	1,000 Gross Square Feet
Commercial (less than 300,000 sq.ft.)	74,765.00
Commercial (300,000 sq.ft. or more)	0.00
Freestanding Eating & Drinking	

NON-RETAIL DEVELOPMENT ACTIVITY

Category	1,000 Gross Square Feet
Lodging	0.00
Industrial	0.00
Office (less than 50,000 sq.ft.)	0.00
Office (50,000-299,999 sq.ft.)	0.00
Office (300,000 sq.ft. or more)	0.00
Medical	0.00
Government	0.00
Institutional/Educational	0.00
University (# of students)	0.00

OTHER DEVELOPMENT ACTIVITY

Description (Attach additional sheets if necessary)	Daily Trips
	0
ENTER IF APPLICABLE	0.00
ENTER IF APPLICABLE	0.00

2020 CMP Local Development Report

Reporting Period: JUNE 1, 2019 - MAY 31, 2020

Enter data for all cells labeled "Enter." If there are no data for that category, enter "0."

PART 2: NEW DEVELOPMENT ADJUSTMENTS

IMPORTANT: Adjustments may be claimed only for 1) development permits that were both issued and revoked, expired or withdrawn during the reporting period, and 2) demolition of any structure with the reporting period.

RESIDENTIAL DEVELOPMENT ADJUSTMENTS

Category	Dwelling Units
Single Family Residential	0.00
Multi-Family Residential	0.00
Group Quarters	0.00

COMMERCIAL DEVELOPMENT ACTIVITY

Category	1,000 Gross Square Feet
Commercial (less than 300,000 sq.ft.)	4,669.00
Commercial (300,000 sq.ft. or more)	0.00
Freestanding Eating & Drinking	

NON-RETAIL DEVELOPMENT ACTIVITY

Category	1,000 Gross Square Feet
Lodging	0.00
Industrial	0.00
Office (less than 50,000 sq.ft.)	0.00
Office (50,000-299,999 sq.ft.)	0.00
Office (300,000 sq.ft. or more)	0.00
Medical	0.00
Government	0.00
Institutional/Educational	0.00
University (# of students)	0.00

OTHER DEVELOPMENT ACTIVITY

Description (Attach additional sheets if necessary)	Daily Trips (Enter "0" if none)
Removal of underground tanks	0.00
ENTER IF APPLICABLE	0.00

2020 CMP Local Development Report

Reporting Period: JUNE 1, 2019 - MAY 31, 2020

Enter data for all cells labeled "Enter." If there are no data for that category, enter "0."

PART 3: EXEMPTED DEVELOPMENT ACTIVITY**(NOT INCLUDED IN NEW DEVELOPMENT ACTIVITY TOTALS)**

Low/Very Low Income Housing	<input type="text" value="0"/>	Dwelling Units
High Density Residential Near Rail Stations	<input type="text" value="0"/>	Dwelling Units
Mixed Use Developments Near Rail Stations	<input type="text" value="0"/>	1,000 Gross Square Feet
	<input type="text" value="0"/>	Dwelling Units
Development Agreements Entered into Prior to July 10, 1989	<input type="text" value="0"/>	1,000 Gross Square Feet
	<input type="text" value="0"/>	Dwelling Units
Reconstruction of Buildings Damaged due to "calamity"	<input type="text" value="0"/>	1,000 Gross Square Feet
	<input type="text" value="0"/>	Dwelling Units
Reconstruction of Buildings Damaged in Jan. 1994 Earthquake	<input type="text" value="0"/>	1,000 Gross Square Feet
	<input type="text" value="0"/>	Dwelling Units
Total Dwelling Units	<input type="text" value="0"/>	
Total Non-residential sq. ft. (in 1,000s)	<input type="text" value="0"/>	

Page 4

Exempted Development Definitions:

- Low/Very Low Income Housing: As defined by the California Department of Housing and Community Development as follows:
 - Low-Income: equal to or less than 80% of the County median income, with adjustments for family size.
 - Very Low-Income: equal to or less than 50% of the County median income, with adjustments for family size.
- High Density Residential Near Rail Stations: Development located within 1/4 mile of a fixed rail passenger station and that is equal to or greater than 120 percent of the maximum residential density allowed under the local general plan and zoning ordinance. A project providing a minimum of 75 dwelling units per acre is automatically considered high density.
- Mixed Uses Near Rail Stations: Mixed-use development located within 1/4 mile of a fixed rail passenger station, if more than half of the land area, or floor area, of the mixed use development is used for high density residential housing.
- Development Agreements: Projects that entered into a development agreement (as specified under Section 65864 of the California Government Code) with a local jurisdiction prior to July 10, 1989.
- Reconstruction or replacement of any residential or non-residential structure which is damaged or destroyed, to the extent of > or = to 50% of its reasonable value, by fire, flood, earthquake or other similar calamity.
- Any project of a federal, state or county agency that is exempt from local jurisdiction zoning regulations and where the local jurisdiction is precluded from exercising any approval/disapproval authority. These locally precluded projects do not have to be reported in the LDR.

DIVIDER SHEET

Reports

CITY COUNCIL AGENDA

August 25, 2020

TO: Honorable Mayor and Members of the Council

SUBJECT: CARES Act - Coronavirus Relief Use of Funds

INTRODUCTION

In response to the coronavirus pandemic, the Coronavirus Aid, Relief, and Economic Security (CARES) Act was passed, providing the City with \$986,770 in federal pass-through funding by the state legislature and the California Department of Finance (DOF). These funds are in addition to previous monies made available as a result of the COVID-19 pandemic, including the Community Development Block Grant (CDBG) funds allocated to the City and appropriated at the April 28, 2020 City Council meeting.

STATEMENT OF FACTS

The CARES Act funds can be used in a number of ways within the organization to cover necessary expenditures and in the community to address the wide-ranging effects of the COVID-19 public health emergency. This includes preventing, preparing for, and responding to the coronavirus pandemic. After a comprehensive discussion, staff developed a list of proposed activities that are responsive to the challenges of the pandemic.

Proposed Activities

The proposed uses for the \$986,770 available are listed in the table below, with descriptions for each of the activities below the table:

<u>Activity</u>	<u>Amount</u>	<u>Percentage</u>
City Operations Reimbursement	\$349,270	35.4 %
City Operations (FEMA Funding Match)	32,500	3.3
Project Shepherd	100,000	10.1
<u>Business Relief Grants</u>	<u>505,000</u>	<u>51.2</u>
TOTAL	\$986,770	100%

Activity Descriptions:

- ***City Operations Reimbursement*** - The city is looking to recoup COVID-19 related expenditures incurred since the start of the pandemic through the end of the year. It is anticipated that designating \$349,270 will cover both incurred and anticipated expenditures.
- ***City Operations (Federal Emergency Management Agency - FEMA Funding Match)*** - Staff anticipates submitting a funding request to FEMA for \$130,000 in reimbursable costs.

FEMA's guidelines allow them to only reimburse 75% of those costs, with the local agency providing 25% in matching funds. Therefore, it is proposed that \$32,500 (25% of \$130,000) in CARES Act monies be used as the city's match.

- ***Project Shepherd*** - Provide funding for the non-profit organization to directly assist seniors and residents in need of support.
- ***Business Relief Grants*** – Provide \$5,000 grants to qualifying businesses. This program would be largely modeled using the same criteria as the Small Business Emergency Relief Grant Program (providing \$1,000 per business) adopted by the City Council at the July 28, 2020 meeting. The notable difference being the removal of the Community Development Block Grant (CDBG) requirement that each business retain at least one employee from a low- moderate income household. It is also proposed that businesses who already received grant monies from that program remain eligible for the new program. See Attachment B - Business Relief Grant Program – Eligibility Criteria.

Reporting and Funding Adjustments

By September 4, 2020, the city must provide a comprehensive report to the state regarding the expenditures, obligations, and projections through the end of the calendar year. Additionally, there are multiple required reports documenting the incremental expenditures through the end of the calendar year. If there are any unspent funds on December 31st, they must be returned by then as well.

Lastly, in order to maximize the recovery of funds for the city (either from the CARES Act grant or others) it may be necessary to adjust expenditures in the proposed City Operations activities (Reimbursement and FEMA-matching). As a result, it is advisable that the City Council provide the City Manager with authorization to make funding adjustments (if needed) allowing for the city to maximize the recovery or reimbursement of funds.

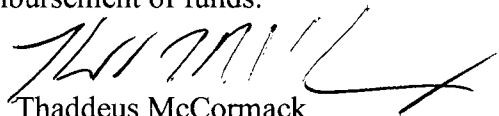
RECOMMENDATION

Staff recommends that the City Council authorize the proposed use of CARES Act funds as presented on Attachment A and authorize the City Manager to make funding adjustments as needed allowing the city to maximize the recovery or reimbursement of funds.



Jose Gomez

Director of Finance & Administrative Services



Thaddeus McCormack

City Manager

Attachment

- A. Proposed use of CARES Act Funds
- B. Business Relief Grant Program – Eligibility Criteria
- C. City Council Agenda Report (July 28, 2020) – Small Business Emergency Relief Grant Program

Attachment A

Proposed Use of CARES Act Funds

<u>Activity</u>	<u>Amount</u>
City Operations Reimbursement	\$349,270
City Operations (FEMA Funding Match)	32,500
Project Shepherd	100,000
<u>Business Relief Grants</u>	<u>505,000</u>
TOTAL	\$986,770

Attachment B



Business Relief Grant Program

Introducing the Lakewood Small Business Emergency Relief Grant Program

The COVID-19 pandemic has created unprecedented challenges for small businesses in Lakewood. As a result of the Coronavirus Aid, Relief, and Economic Security (CARES) Act, the City of Lakewood has become the recipient of additional funding, and with this allocation it is launching a grant program to support small businesses in this time of need. Selected businesses will be awarded \$5,000.

Eligibility

In order to qualify for the program, businesses must meet the following criteria:

- Must be a Lakewood-based small business, including but not limited to a restaurant, coffee shop, retail shop, salon, barber shop, or small-scale manufacturer.
- Have a physical storefront or commercial-designated facility in Lakewood (home-based businesses do not qualify).
- Have documented business income loss stemming from COVID-19.
- Be a for-profit business.
- Been in business for at least one year.
- Had no more than 30 employees on payroll in a Lakewood business location(s) at the time the initial Los Angeles County Shelter-in-Place Order was issued on March 16, 2020 by the County of Los Angeles Health Officer. Sole proprietors are eligible to apply.
- Have a maximum of three (3) business locations.
- Had gross receipts under \$1 million for all business locations for calendar year 2019.
- Be in possession of a valid business license at the time the initial Los Angeles County Shelter-in-Place Order was issued on March 16, 2020 by the County of Los Angeles Health Officer.

TO: Honorable Mayor and members of the City Council

SUBJECT: Small Business Emergency Relief Grant Program

INTRODUCTION

The COVID-19 pandemic has created unprecedented challenges for small businesses in Lakewood. In response, City staff has established a grant program to support small businesses in this time of need. With funding provided by the Coronavirus Aid, Relief and Economic Security Act (CARES Act), selected businesses will be awarded a \$1,000 grant, which can be used as general working capital that can be applied to payroll, rent, utilities, or be used to implement COVID-19 social distancing.

STATEMENT OF FACTS

On April 28, 2020 the City Council approved the FY 2019-2020 Community Development Block Grant (CDBG) Action Plan Substantial Amendment. The amendment was required to allocate \$289,937 in emergency CDBG funds that the City of Lakewood received from the federal CARES Act. Of the \$289,937 in emergency funds, the City Council allocated \$80,950 to be used for a business development/support program.

On June 30, 2020, the Economic Development Committee provided staff valuable feedback on the draft emergency relief grant program, and instructed the City Manager to implement the program as soon as possible. Informational flyers were mailed out to all non-home based businesses on Wednesday, July 15th. The two-week application window will close on July 29th, and staff is currently reviewing the applications.

In order to qualify for the Lakewood Small Business Emergency Relief Grant Program, businesses must meet the following criteria:

- Be a for-profit, Lakewood-based business, including, but not limited to, a restaurant, coffee shop, retail shop, salon, barber shop, or small scale manufacturer;
- Have a demonstrable financial impact related to COVID-19;
- Have a business history of at least one (1) year (with a valid business license);
- Have a physical storefront or place of business (no home based businesses);
- Had less than 30 employees on payroll since March 16, 2020;
- Had less than \$1 million in gross annual sales during calendar year 2019;
- Have no more than three (3) locations; and
- Must comply with federal low-income income requirements (see below).

Because the grant funding is provided by the Department of Housing and Urban Development, recipients must comply with the federal low-income requirements. Businesses are required to have at least one employee from a low-moderate income household, defined as having household income that is 80% or below the Area Median Income (AMI) limits. If the business is a sole proprietor, the owner must meet the income requirements shown below:

Los Angeles County Metropolitan Area CDBG Low-Income Requirements								
Household Size	1	2	3	4	5	6	7	8
80% AMI	\$63,100	\$72,100	\$81,100	\$90,100	\$97,350	\$104,50	\$111,750	\$118,950

Businesses will be evaluated on the following criteria:

- Non-essential business designation, as determined by LA County Public Health
- Nature of business: those involving assembly or personal contact by its nature
- Ownership status: veteran, woman, or minority-owned
- Other types of funding: businesses have applied for other financial assistance
- Job creation/retention: business has retained/rehired income qualified employee

Grant applications will be scored and ranked based on the above criteria. In cases where there are more businesses with the same score than can be awarded, priority will be given based on the length of time a business has been in Lakewood. Selected businesses will be notified to begin the follow-up documentation and grant agreement process. Detailed information on the grant program, including a copy of the application, is attached to this staff report.

RECOMMENDATION

That the City Council ratify the Small Business Emergency Relief Grant Program that was established and implemented by the City Manager on July 13, 2020, as directed by the Economic Development Committee.


Abel Avalos
Director of Community Development

Thaddeus McCormack *PB for TM*
City Manager



Small Business Emergency Relief Grant Program

Introducing the Lakewood Small Business Emergency Relief Grant Program

The COVID-19 pandemic has created unprecedented challenges for small businesses in Lakewood. As a result of the Coronavirus Aid, Relief, and Economic Security (CARES) Act, the City of Lakewood has become the recipient of additional Community Development Block Grant (CDBG) funding, and with this allocation it is launching a grant program to support small businesses in this time of need. Selected businesses will be awarded \$1,000.

Eligibility

In order to qualify for the Lakewood Small Business Emergency Relief Grant Program, businesses must meet the following criteria:

- Must be a Lakewood-based small business, including but not limited to a restaurant, coffee shop, retail shop, salon, barber shop, or small-scale manufacturer.
- Have a physical storefront or commercial-designated facility in Lakewood (home-based businesses do not qualify).
- Have documented business income loss stemming from COVID-19.
- Be a for-profit business.
- Been in business for at least one year.
- Had no more than 30 employees on payroll in a Lakewood business location(s) at the time the initial Los Angeles County Shelter-in-Place Order was issued on March 16, 2020 by the County of Los Angeles Health Officer. Sole proprietors are eligible to apply.
- Have a maximum of 3 business locations.
- Had gross receipts under \$1 million for all business locations for calendar year 2019.
- Be in possession of a valid business license at the time the initial Los Angeles County Shelter-in-Place Order was issued on March 16, 2020 by the County of Los Angeles Health Officer.
- Must comply with CDBG low-moderate income requirements (see below).

Business must commit to retaining at least one employee from a low-moderate income household, defined as having household income that is 80% or below the Area Median Income (AMI) limits. Lakewood is within the Los Angeles County Metropolitan area. Sole proprietors must demonstrate owner meets criteria shown below:

LOS ANGELES COUNTY METROPOLITAN AREA CDBG LOW-INCOME REQUIREMENTS	
Household Size	80% of Area Median Income
1	\$63,100
2	\$72,100
3	\$81,100
4	\$90,100
5	\$97,350
6	\$104,550
7	\$111,750
8	\$118,950

Evaluation Criteria

Businesses will be selected based on the below evaluation criteria. Each criterion is worth one (1) point:

- **Non-Essential Designation:** businesses in an industry designated as non-essential based on the Los Angeles County's extended Shelter at Home Order, including dine-in restaurants.
- **Nature of Business:** business involves assembly or personal contact by its nature.
- **Ownership Status:** business is veteran, woman, or minority-owned.
- **Other Funding:** business has applied for other financial assistance such as Paycheck Protection Program (PPP) or SBA Economic Injury Disaster Loan (EIDL) can provide documentation.
- **Job Creation/Retention:** business retained, rehired or employed an employee who complies with CDBG low-moderate income requirements

At the end of the application period, grant applications will be ranked based on their scoring from the above criteria. In cases where there are more businesses with the same score than can be awarded, the City will give priority based on the length of time a business has been in Lakewood (determined by business tax record).

Selected businesses will be notified to begin the follow-up documentation and grant agreement process. Regardless of whether or not your business meets all the above criteria, **we strongly encourage all eligible Lakewood businesses to apply.**

Frequently Asked Questions (FAQs)

- **How much money is the grant award?**
\$1,000 for eligible businesses (see eligibility requirements).
- **What can the grant award be used for?**
Grants can be used as general working capital for businesses that can be applied to payroll, rent, utilities, or implementing COVID-19 social distancing. Grants **cannot** be used for refinancing debt.
- **What are the eligibility requirements?**
 - Must be a Lakewood-based small business, including but not limited to a restaurant, coffee shop, retail shop, salon, barber shop, or small-scale manufacturer.
 - Have a physical storefront or commercial-designated facility in Lakewood (home-based businesses do not qualify).
 - Have documented business income loss stemming from COVID-19.
 - Be a for-profit business.
 - Been in business for at least one year.
 - Had no more than 30 employees (full time equivalent) on payroll in a Lakewood business location(s) at the time the initial Los Angeles County Shelter-in-Place Order was issued on March 16, 2020 by the County of Los Angeles Health Officer. Sole proprietors are eligible to apply.
 - Have a maximum of 3 business locations.
 - Had gross receipts under \$1 million for all business locations for calendar year 2019.
 - Be in possession of a valid business license at the time the initial Los Angeles County Shelter-in-Place Order was issued on March 16, 2020 by the County of Los Angeles Health Officer.
 - Must comply with CDBG low-moderate income requirements.

- **Is this application first come, first served? Do I need to apply early to have a chance of getting an award?**

No! All applications will be evaluated together at the end of the 2-week application window using the evaluation criteria. As long as you submit a fully filled out application by Friday, July 24, 2020 at 11:59 pm your application will be considered.

- **Can I apply if I have also applied for other sources of funding such as Paycheck Protection Program (PPP) and Economic Injury Disaster Loans (EIDLs)?**

Yes! This grant can fill any additional gap between the assistance you receive and the impacts you have suffered from COVID-19.

- **How are applications being evaluated?**

Funds will **not** be allocated on a first-come, first-served basis; rather, businesses will be selected based on the below evaluation criteria:

- **Non-Essential Designation:** businesses in an industry designated as non-essential based on the Los Angeles County's extended Shelter at Home Order, including dine-in restaurants.
- **Nature of Business:** business involves assembly or personal contact by its nature.
- **Ownership Status:** business is veteran, woman, or minority-owned.
- **Other Funding:** business has applied for other financial assistance such as Paycheck Protection Program (PPP) or SBA Economic Injury Disaster Loan (EIDL) can provide documentation.
- **Job Creation/Retention:** business retained, rehired or employed an employee who complies with CDBG low-moderate income requirements

Each criterion is worth 1 point. In cases where there are more businesses with the same score than can be awarded, tie-breaker is length of time in business in Lakewood (determined by business tax history).

- **What information do I need to provide on the application?**

- Basic business information (contact info, address, etc.,)
- Other forms of assistance you have applied for
- Estimated gross receipts (total sales) during calendar year 2019 from all your business locations (NOTE: follow-up documentation will be required if your business is selected).
- Estimated monthly pre-COVID-19 revenue
- Estimated monthly revenue during COVID-19 pandemic
- Estimated July 2020 revenue
- Knowledge of at least one employee who qualifies under CDBG low-moderate income guidelines

How to Apply

The application period will open on Wednesday, July 15, 2020 and close on Wednesday, July 29, 2020 at 11:59 pm.

If you believe your business may be eligible, complete the application using this link www.lakewoodcity.org/SmallBizGrant

Please Note: Have all required information for your reference prior to starting the application. Once the application is started, you may not exit and then return. If you start it, and while in it, you can go back to a prior page and fix it. The application is 24 questions and will take approximately 30 minutes.

Additional Information

Have further questions? Please contact Carolyn Lehouillier at 562-866-9771, ext. 2320 or clehouillier@lakewoodcity.org

City of Lakewood COVID-19 Small Business Relief Grant Application

Please Note: Have all required information for your reference prior to starting the application. Once the application is started, you may not exit and then return. If you start it, and while in it, you can go back to a prior page and fix it. The application is 24 questions and will take approximately 30 minutes.

Program Overview

The City of Lakewood has created an emergency relief grant program for small businesses in financial jeopardy as a result of COVID-19 public safety measures.

This program is funded through the Community Development Block Grant (CDBG) Program. In order to be eligible for this funding source, certain criteria must be met.

- Must be a Lakewood-based small business, including but not limited to a restaurant, coffee shop, retail shop, salon, barber shop, or small-scale manufacturer.
- Have a physical storefront or commercial-designated facility in Lakewood (home-based businesses do not qualify).
- Have documented business income loss stemming from COVID-19 public health and safety measures, including business income comparisons before and after Shelter-at-Home measures and a description of impacts.
- Be a for-profit business.
- Been in business for at least one year.
- Had no more than 30 employees (full time equivalent) on payroll in a Lakewood business location(s) at the time the initial Los Angeles County Shelter-in-Place Order was issued on March 16, 2020 by the County of Los Angeles Health Officer. Sole proprietors may be eligible.
- Had gross receipts under \$1 million across all business locations for calendar year 2019.
- Have a maximum of 3 business locations.
- Be in possession of a valid business license at the time the initial Los Angeles County Shelter-in-Place Order was issued on March 16, 2020 by the County of Los Angeles Health Officer.
- Meet HUD's CDBG requirements by retaining at least one low-moderate income employee. Sole proprietors who are low-moderate income are eligible to apply. Low-moderate income is defined as having household income that is 80% or below the Area Median Income (AMI) limits, which for the Los Angeles County Metropolitan area are as follows:
 - 1 person Household = \$63,100
 - 2 Person Household = \$72,100
 - 3 Person Household = \$81,100
 - 4 Person Household = \$90,100
 - 5 Person Household = \$97,350
 - 6 Person Household = \$104,550
 - 7 Person Household = \$111,750
 - 8 Person Household = \$118,950

Businesses must certify in good faith on this application that with the assistance of this grant program, at least one FTE employee from a low-moderate income household will be able to be retained. Assistance is in the form of a grant, which will require repayment only if terms of grant agreement are willfully not met.

Evaluation Criteria

The City of Lakewood will give preference to:

- **Non-Essential Designation:** businesses in an industry designated as non-essential based on the Los Angeles County's extended Shelter at Home Order, including dine-in restaurants.
- **Nature of Business:** business involves assembly or personal contact by its nature.
- **Ownership Status:** business is veteran, woman, or minority-owned.
- **Other Funding:** business has applied for other financial assistance such as Paycheck Protection Program (PPP) or SBA Economic Injury Disaster Loan (EIDL) can provide documentation.
- **Job Creation/Retention:** business retained, rehired or employed an employee who complies with CDBG low-moderate income requirements

Survey by Wufoo

Small Business Relief Grant Application

The COVID-19 pandemic has created unprecedented challenges for small businesses in Lakewood. As a result of the Coronavirus Aid, Relief, and Economic Security (CARES) Act, the City of Lakewood has become the recipient of additional Community Development Block Grant (CDBG) funding, and with this allocation, it is launching a grant program to support small businesses in this time of need. Selected businesses will be awarded \$1,000.

Please be sure you have reviewed the eligibility requirements and believe you qualify before completing this form.

Please Note: Have all required information for your reference prior to starting the application. Once the application is started, you may not exit and then return. If you start it, and while in it, you can go back to a prior page and fix it. The application is 24 questions and will take approximately 30 minutes.

Business Owner Information

1. Contact Information
 - Primary owner or Applicant Name
 - Home Address
 - Best Contact email
 - Best Contact Phone
2. Is this business your primary source of income?
 - Yes
 - No
3. Please describe other sources of income.

Business Information

4. Business Contact Information
 - Business Name
 - Address Line 1
 - Address Line 2
 - Address Line 3
 - Phone

5. Which of these sectors best applies to your business?

☐ Food & Restaurants

☐ Healthcare Services

☐ Health, Beauty and Fitness

☐ Auto Repair and Services

☐ Business of Professional Service

☐ Leisure and Hospitality

☐ General Retail

☐ Manufacturing

☐ Other (please specify)

6. Do any of these business owner characteristics apply to your business?

☐ US military veteran-owned business

☐ Woman-owned business

☐ Minority-owned business

☐ None of these apply to my business

7. Please briefly describe your business

8. Is your business for-profit?

Yes

No

9. How many locations does your business have?

10. How long (in years, months) has your business been operating?

11. Please estimate your gross receipts (total sales) during calendar year 2019 from all your business locations. Please note, that if your business is selected for a grant you will need to provide proof that your total business sales are under \$1 million annually.

12. Landlord or property owner information (Note: we will only contact a landlord in situations where we need to verify that a business' lease is current and will not do so without your prior permission).

Name

Company

Address

City

State

Zip Code

Email address

Phone number

Job Impacts

13. How many people did you directly employ in Lakewood as of March 16, 2020?

14. Of these, how many were full time? Full time is considered 40 hours per week.

15. Have you had to lay off any of your employees since March 16, 2020?

Yes

No

16. If yes, how many?

17. If yes, have you rehired them or filled the position?

Yes

No

Not Applicable

Other (please specify)

18. Do any of your employees currently meet CDBG low-income requirements?

Yes

No

Financial Impacts

19. What was your estimated monthly gross revenue on average, before this crises?
20. What is your estimated monthly gross revenue on average, during this crises?
21. What do estimate your revenue for July 2020 to be?
22. Please provide a brief explanation of what adverse economic impacts COVID-19 has had on your business?
23. Have you applied for any other forms of assistance? We strongly encourage you to apply for multiple forms of assistance in this uncertain time.

☐ SBA Economic Disaster Loans <https://disaster loan.gov/ela>

SBA Payback Protection Loans <https://www.sba.gov/document/sba-form-2483-paycheck-protection-program-borrower-application-form>

☐ Facebook Small Business Grant

☐ Kiva.org Loans

☐ Please list any other loans or grant programs you have applied for

☐ I have not received any forms of financial assistance

Application Certification

24. Application Certification

☐ I certify that the information I have submitted is accurate and true under pains and penalty of perjury and can provide documentation as needed.

Name and Date

D I V I D E R S H E E T

Item 3.2 – Report on Community Dialogue
will be an oral presentation.

D I V I D E R S H E E T

Housing Successor

**CITY OF LAKEWOOD SUCCESSOR AGENCY - HOUSING
FUND SUMMARY 7/30/2020**

In accordance with section 2521 of the Lakewood Municipal Code there is presented herewith a summary of obligations to be paid by voucher 384 through 385. Each of the following demands has been audited by the Director of Administrative Services and approved by the City Manager.

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

Council Approval

Date

City Manager

Attest

City Clerk

Director of Administrative Services

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

CHECK #	CHECK DATE	VEND #	VENDOR NAME	GROSS	DISC.	CHECK AMOUNT
384	07/30/2020	5381	DIAZ, LAURA AND	18,000.00	0.00	18,000.00
385	07/30/2020	5380	SRINIVASAN, NATARAJAN AND	18,000.00	0.00	18,000.00
Totals:				<u>36,000.00</u>	<u>0.00</u>	<u>36,000.00</u>

**CITY OF LAKEWOOD SUCCESSOR AGENCY - HOUSING
FUND SUMMARY 8/5/2020**

In accordance with section 2521 of the Lakewood Municipal Code there is presented herewith a summary of obligations to be paid by voucher 386 through 387. Each of the following demands has been audited by the Director of Administrative Services and approved by the City Manager.

3901	HOUSING SUCCESSOR AGENCY	18,100.00
		<hr/>
		18,100.00

Council Approval

Date

City Manager

Attest

City Clerk

Director of Administrative Services

CITY OF LAKEWOOD SUCCESSOR AGENCY - HOUSING SUMMARY CHECK REGISTER

<u>CHECK #</u>	<u>CHECK DATE</u>	<u>VEND #</u>	<u>VENDOR NAME</u>	<u>GROSS</u>	<u>DISC.</u>	<u>CHECK AMOUNT</u>
386	08/06/2020	40572	CHICAGO TITLE CO	100.00	0.00	100.00
387	08/06/2020	5385	REZA. RANDALL AND MARY LYNN AND	18,000.00	0.00	18,000.00
Totals:				<u>18,100.00</u>	<u>0.00</u>	<u>18,100.00</u>