

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

June 27, 2017

ADJOURNED MEETING: Lakewood Boulevard Study Session

6:00 p.m.
EXECUTIVE BOARD ROOM

CALL TO ORDER

7:30 p.m.

INVOCATION: Pastor Larry Harris, Calvary Chapel Lakewood

PLEDGE OF ALLEGIANCE: Boy Scout Troop 140

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

ANNOUNCEMENTS AND PRESENTATIONS:

Presentation by 63rd Assembly District Staff Member Diana Morales Regarding Assembly Speaker Anthony Rendon's Appointment Workshop at Mayfair Park

ROUTINE ITEMS:

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

RI-1 Approval of Minutes of the Meeting held June 13, 2017

RI-2 Approval of Personnel Transactions

RI-3 Approval of Registers of Demands

RI-4 Approval of Monthly Report of Investment Transactions

RI-5 Approval of Replacement of Advanced Surveillance and Protection (ASAP) System Equipment

RI-6 Approval of Purchase of Network Switches for the IT Server Room

RI-7 Approval of Purchase of 10" Cla-Val for the Water Resources Department

RI-8 Acceptance of Notice of Completion for Public Works Project No. 2016-7, The Centre at Sycamore Plaza Carpet Installation, JKP Occupied Office Flooring Specialists

RI-9 Award of Bid for Purchasing Bid PUR02-17, Water Parts and Supplies

City Council Agenda

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PUBLIC HEARINGS:

1.1 Consideration of the Budget for Fiscal Year 2017-18

a. Presentation of Report by City Manager

b. Memorandum from City Attorney

c. Adoption of Resolution No. 2017-21; Amending the Budget for Fiscal Year 2017-2018 and Authorizing the Appropriation of Reserve Funds into Appropriate Funds as of June 30, 2017

d. Adoption of Resolution No. 2017-22; Determining the Total Annual Appropriation Subject to Limitation of the City of Lakewood for Fiscal Year 2017-2018

e. Adoption of Resolution No. 2017-23; Amending the Budget and Appropriating Revenue for the Fiscal Year 2017-18

1) Adoption of Resolutions No. 2017-24 and No. 2017-25; Certifying to City Light and Power Lakewood that Basic Fee Payments Have Been Included in the Budget

2) Adoption of Resolution No. 2017-26; Establishing Benefits, Classifications and Compensation of City Officers & Employees

3) Adoption of Resolution No. 2017-27; Renewing an Agreement for a Community Recreation Program with the ABC Unified School District

4) Adoption of Resolution No. 2017-28; Renewing an Agreement Between the City and Community Family Guidance Center

5) Adoption of Resolution No. 2017-29; Renewing an Agreement Between the City and Human Services Association (HSA)

6) Adoption of Resolution No. 2017-30; Renewing an Agreement Between the City and Lakewood Meals on Wheels

7) Adoption of Resolution No. 2017-31; Renewing an Agreement Between the City and Pathways Volunteer Hospice

8) Approval of Agreement for Memorandum of Understanding with Diamond Environmental Services

9) Approval of Agreements for Median Landscape Maintenance and Mowing Services with LandCare

10) Approval of Agreement for Memorandum of Understanding with Nestle Waters

11) Approval of Agreement for Charter Bus Services with Pacific Coachways

12) Approval of Renewal of Memorandum of Understanding to Provide Assistance for Household Pets and Service Animals Following a Major Disaster or Emergency with Red Rover

13) Approval of Amendment to the Agreement for the Lakewood Equestrian Center with Sandie Mercer Ranch

City Council Agenda

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PUBLIC HEARINGS: - Continued

1.1 Consideration of the Budget for Fiscal Year 2017-18

- 14) Approval of Agreement for Catalog Publications with Trend Offset Printing
- 15) Approval of Agreement for On-call Emergency Utility Repairs with Doty Bros. Construction Company
- 16) Approval of Agreement for Asset Management Program with GHD
- 17) Approval of Agreement for SCADA System Upgrades with Macro Automatics Corporation
- 18) Approval of Agreement for Well #22 Taste/Odor Treatment and THM Reduction Pilot Project with Water Quality and Treatment Solutions
- 19) Approval of Agreement for Telecommunications Services with Abilita LA
- 20) Approval of Agreement for HVAC and Refrigeration Maintenance and Repair Services with Aire Rite A/C and Refrigeration Inc.
- 21) Approval of Amendment to Agreement for Engineering Services with Associated Soils Engineering, Inc.
- 22) Approval of Extension of Agreement for Hardscape Maintenance with CJ Construction
- 23) Approval of Agreement for On-Call Electrical Engineering Services with FBA Engineering
- 24) Approval of Extension of Agreement for Electrical Support Services with Finline Electric
- 25) Approval of Amendment to Agreement for Storm Water Services with John L. Hunter & Associates
- 26) Approval of Amendment to Agreement for Elevator Preventative Maintenance and Repair Services with Liftech Elevator Services, Inc.
- 27) Approval of Amendment to Agreement for Transportation Planning and Engineering Services Agreement with LSA Associates, Inc.
- 28) Approval of Extension of Agreement for Engineering and Traffic Survey Services with Newport Traffic Studies
- 29) Approval of Amendment to Agreement for Environmental Consulting Services with Nicholls Consulting
- 30) Approval of Renewal of Agreement for On-Call Hazardous Waste Removal Services with Ocean Blue Environmental Services, Inc.
- 31) Approval of Agreement for Traffic Striping Maintenance Services with PCI Striping
- 32) Approval of Agreement for On-Call Mechanical and Plumbing Engineering Services with Podock Design Solutions Inc.

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PUBLIC HEARINGS: - Continued

- 1.1 Consideration of the Budget for Fiscal Year 2017-18
 - 33) Approval of Agreement for Landscape Architectural Support Services with Richard Fisher Associates
 - 34) Approval of Agreement for On-Call Structural Engineering Services with Robert F. Daniels Structural Engineer
 - 35) Approval of Extension of Agreement for Environmental Services with S.C.S. Consultants
 - 36) Approval of Amendment to Agreement for Animal Control Services with SEAACA
 - 37) Approval of Renewal of Agreement for Street Banner Marketing Program with Sierra Installations, Inc.
 - 38) Approval of Amendment to Agreement for Engineering Services with Willdan
 - 39) Approval of Amendment to Agreement for Reimbursement for Fingerprint Identification Specialists
 - 40) Approval of Agreement with Macerich Lakewood LP for Law Enforcement Services at Lakewood Center Mall
 - 41) Approval of Agreement for Managed Print Services with Sharp
 - 42) Approval of Agreement with Western Printing and Graphics for Preparation of City Informational Periodicals
 - 43) Approval of Renewal of Agreement with Fair Housing Consulting Services
 - 44) Approval of Extension of Reimbursement Agreement for Long Beach Transit Fixed Route and Dial-A-Lift Services
 - 45) Approval of Renewal of Agreement for Information Technology Support with Brea IT
 - 46) Adoption of Resolution No. 2017-32; Pertaining to the City Manager
- 1.2 a.) Award of Bid for Public Works Project No. 2016-1R, Burns Community Center Improvements Project; and b.) Award of Bid for Public Works Project No. 2017-3, Asbestos Abatement of Burns Community Center Project

LEGISLATION:

- 2.1 Second Reading and Adoption of Ordinance No. 2017-4; Regarding Wireless Facilities on Private Property; Ordinance No. 2017-5; Regarding Eligible Facilities Requests for Wireless Communication Facilities; and Ordinance No. 2017-6; Regarding Wireless Communication Facilities in the Public Right-of-Way; Resolution No. 2017-33; Adopting Development Standards for Wireless Facilities on Private Property; Resolution No. 2017-34; Adopting Construction and Installation Standards for Wireless Facilities in the Public Rights-of-Way

City Council Agenda

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**AGENDA
LAKEWOOD SUCCESSOR AGENCY**

1. Approval of Register of Demands

**AGENDA
LAKEWOOD HOUSING SUCCESSOR AGENCY**

1. Approval of Register of Demands

ORAL COMMUNICATIONS:

ADJOURNMENT

Any qualified individual with a disability that would exclude that individual from participating in or attending the above meeting should contact the City Clerk's Office, 5050 Clark Avenue, Lakewood, CA, at 562/866-9771, ext. 2200; at least 48 hours prior to the above meeting to ensure that reasonable arrangements can be made to provide accessibility to the meeting or other reasonable auxiliary aids or services may be provided.

Copies of staff reports and other writings pertaining to this agenda are available for public review during regular business hours in the Office of the City Clerk, 5050 Clark Avenue, Lakewood, CA 90712

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

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COUNCIL AGENDA
June 27, 2017

TO: The Honorable Mayor and City Council

SUBJECT: Report of Personnel Transactions

	<u>Name</u>	<u>Title</u>	<u>Schedule</u>	<u>Effective Date</u>
1. FULL-TIME EMPLOYEES				
A. Appointments				
	Loranda Louis	Customer Service Liaison	08A	6/25/2017
B. Changes	None			
C. Separations	None			
2. PART-TIME EMPLOYEES				
A. Appointments				
	John Dumandan	Maintenance Services Aide I	B	06/04/2017
B. Changes				
	Samuel Smith IV	Recreation Specialist I Community Services Specialist	A to B	06/04/2017
C. Separations				
	Adam Dragovich	Maintenance Trainee I	B	06/15/2017

Howard L. Chambers
City Manager



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**CITY OF LAKEWOOD
FUND SUMMARY 6/8/2017**

In accordance with section 2521 of the Lakewood Municipal Code there is presented herewith a summary of obligations to be paid by voucher 82279 through 82384. Each of the following demands has been audited by the Director of Administrative Services and approved by the City Manager.

1010	GENERAL FUND	137,745.89
1020	CABLE TV	1,330.08
1030	CDBG CURRENT YEAR	2,936.67
1050	COMMUNITY FACILITY	20,224.04
3001	CAPITAL IMPROV PROJECT FUND	1,001,402.40
5010	GRAPHICS AND COPY CENTER	2,874.09
5020	CENTRAL STORES	5,376.40
5030	FLEET MAINTENANCE	6,915.28
6020	GEOGRAPHIC INFORMATION SYSTEM	14.20
7500	WATER UTILITY FUND	52,682.72
8020	LOCAL REHAB LOAN	16,710.10
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		1,248,211.87

Council Approval

Date

City Manager

Attest

City Clerk

Director of Administrative Services

**CITY OF LAKEWOOD
SUMMARY CHECK REGISTER**

CHECK #	CHECK DATE	VEND #	VENDOR NAME	GROSS	DISC.	CHECK AMOUNT
82279	06/08/2017	62243	4IMPRINT	371.90	0.00	371.90
82280	06/08/2017	61142	ADAMS-HILLERY SHARRON	2,936.67	0.00	2,936.67
82281	06/08/2017	3211	ALL STAR GLASS	246.94	0.00	246.94
82282	06/08/2017	58000	AMERICAN TRUCK & TOOL RENTAL INC	300.85	0.00	300.85
82283	06/08/2017	4126	AUTOZONE PARTS INC	55.13	0.00	55.13
82284	06/08/2017	443	B&M LAWN AND GARDEN INC	322.25	0.00	322.25
82285	06/08/2017	62737	BOYES. GOBIND	93.60	0.00	93.60
82286	06/08/2017	307	CALIF. STATE DISBURSEMENT UNIT	155.07	0.00	155.07
82287	06/08/2017	53983	CALIF STATE FRANCHISE TAX BOARD	126.00	0.00	126.00
82288	06/08/2017	53983	CALIF STATE FRANCHISE TAX BOARD	72.17	0.00	72.17
82289	06/08/2017	43135	CERRITOS. CITY OF - WATER DIVISION	30,835.50	0.00	30,835.50
82290	06/08/2017	45894	CINTAS CORPORATION	129.21	0.00	129.21
82291	06/08/2017	57070	CITY LIGHT & POWER LKWD INC	16,380.69	0.00	16,380.69
82292	06/08/2017	3778	COMMERCIAL AOUATIC SERVICES INC	1,390.51	0.00	1,390.51
82293	06/08/2017	4968	CORNICHE ENTERTAINMENT	1,000.00	0.00	1,000.00
82294	06/08/2017	4380	CAPITAL ONE NATIONAL ASSOCIATION	419.96	0.00	419.96
82295	06/08/2017	4348	D&J INTERNATIONAL INC	2,664.38	0.00	2,664.38
82296	06/08/2017	4442	DANIEL'S TIRE SERVICE INC	242.73	0.00	242.73
82297	06/08/2017	4498	DELTA DENTAL INSURANCE COMPANY	1,489.44	0.00	1,489.44
82298	06/08/2017	56889	DELTA DENTAL OF CALIFORNIA	6,998.24	0.00	6,998.24
82299	06/08/2017	2929	DETTORE. TONY	175.00	0.00	175.00
82300	06/08/2017	60797	DUTHIE POWER SERVICES INC	950.00	0.00	950.00
82301	06/08/2017	4995	ILLINOIS TOOL WORKS	20,319.95	0.00	20,319.95
82302	06/08/2017	5021	FABRIZIO. CARL JR.	250.00	0.00	250.00
82303	06/08/2017	4092	FINELINE ELECTRIC & CABLING INC	7,200.00	0.00	7,200.00
82304	06/08/2017	3188	GALLS LLC/OUARTEMASTER LLC	19.52	0.00	19.52
82305	06/08/2017	5005	GIEMONT. GREGORY S.	261.00	0.00	261.00
82306	06/08/2017	4692	GOLDEN SANDS CHORUS	400.00	0.00	400.00
82307	06/08/2017	33150	GRAINGER W W INC	60.29	0.00	60.29
82308	06/08/2017	4662	GROUP 3 AVIATION. INC.	2,455.50	0.00	2,455.50
82309	06/08/2017	62491	HANDS ON MAILING &	325.00	0.00	325.00
82310	06/08/2017	65575	HAP'S AUTO PARTS	106.06	0.00	106.06
82311	06/08/2017	35477	HARA M LAWNMOWER CENTER	2,742.23	0.00	2,742.23
82312	06/08/2017	42031	HOME DEPOT	270.17	0.00	270.17
82313	06/08/2017	41897	HOSE-MAN THE	78.64	0.00	78.64
82314	06/08/2017	4622	JHM SUPPLY INC	50.67	0.00	50.67
82315	06/08/2017	59873	JJS PALOMO'S STEEL INC	142.68	0.00	142.68
82316	06/08/2017	53849	LAKEWOOD ROTARY CLUB	120.00	0.00	120.00
82317	06/08/2017	18400	LAKEWOOD. CITY WATER DEPT	16,191.91	0.00	16,191.91
82318	06/08/2017	3491	TRUCK LIGHTHOUSE THE	701.22	12.90	688.32
82319	06/08/2017	59144	LONG BEACH CITY	2,648.37	0.00	2,648.37
82320	06/08/2017	20300	LONG BEACH CITY GAS & WATER DEPT	427.95	0.00	427.95
82321	06/08/2017	20950	LOS ANGELES CO ASSESSOR	65.25	0.00	65.25
82322	06/08/2017	36844	LA COUNTY DEPT OF PUBLIC WORKS	3,355.93	0.00	3,355.93

**CITY OF LAKEWOOD
SUMMARY CHECK REGISTER**

CHECK #	CHECK DATE	VEND #	VENDOR NAME	GROSS	DISC.	CHECK AMOUNT
82323	06/08/2017	5023	MAJOR LEAGUE MUSIC. INC.	125.00	0.00	125.00
82324	06/08/2017	4887	MATHESON TRI-GAS. INC.	29.56	0.00	29.56
82325	06/08/2017	62098	MAY. CHRISTOPHER	325.00	0.00	325.00
82326	06/08/2017	52588	MILLER DON & SONS	345.86	6.36	339.50
82327	06/08/2017	4190	NATIONAL UNION FIRE INSURANCE CO	652.85	0.00	652.85
82328	06/08/2017	4892	NESTLE WATERS NORTH AMERICA	176.69	0.00	176.69
82329	06/08/2017	4443	O'REILLY AUTOMOTIVE STORES INC	663.16	15.60	647.56
82330	06/08/2017	47554	OFFICE DEPOT BUSINESS SVCS	689.91	0.00	689.91
82331	06/08/2017	65659	PHASE II SYSTEMS INC	4,104.71	0.00	4,104.71
82332	06/08/2017	4719	JOYCE LOU. INC.	570.79	0.00	570.79
82333	06/08/2017	51171	PERS LONG TERM CARE PROGRAM	301.10	0.00	301.10
82334	06/08/2017	39640	RAYVERN LIGHTING SUPPLY CO INC	407.67	0.00	407.67
82335	06/08/2017	4459	READWRITE EDUCATIONAL SOLUTIONS INC	51.35	0.00	51.35
82336	06/08/2017	4602	REID. CHARLOTTE ALISON	500.00	0.00	500.00
82337	06/08/2017	4946	REYES CONSTRUCTION. INC.	1,001,402.40	0.00	1,001,402.40
82338	06/08/2017	65297	S.T.E.A.M.	22,765.12	0.00	22,765.12
82339	06/08/2017	41691	SAFETY-KLEEN CORP	749.08	0.00	749.08
82340	06/08/2017	4468	SHERRARD. DONNA HOUSTON	191.75	0.00	191.75
82341	06/08/2017	4857	SHIELDS. RICHARD & MICHELE AND	13,531.00	0.00	13,531.00
82342	06/08/2017	4796	SIVAKULAM. SIVAKKOLUNTHAR AND	2,994.10	0.00	2,994.10
82343	06/08/2017	52279	SMART & FINAL INC	397.77	0.00	397.77
82344	06/08/2017	29400	SOUTHERN CALIFORNIA EDISON CO	2,537.14	0.00	2,537.14
82345	06/08/2017	44104	STATE WATER RESOURCES CONTROL BOARD	105.00	0.00	105.00
82346	06/08/2017	4581	STEIN. ANDREW T	3,816.05	0.00	3,816.05
82347	06/08/2017	60792	STEPHENS. ERIC	228.80	0.00	228.80
82348	06/08/2017	2995	STRICTLY BACKFLOW INC	495.00	0.00	495.00
82349	06/08/2017	38679	WESTERN EXTERMINATOR COMPANY	1,562.24	0.00	1,562.24
82350	06/08/2017	4893	TENG. WHEA-FUN	197.60	0.00	197.60
82351	06/08/2017	52484	TREND OFFSET PRINTING SERVICES INC	13,994.41	0.00	13,994.41
82352	06/08/2017	60685	TURF STAR	692.60	0.00	692.60
82353	06/08/2017	64024	U S POSTAL SERVICE	9,547.11	0.00	9,547.11
82354	06/08/2017	31800	U S POSTMASTER	198.00	0.00	198.00
82355	06/08/2017	35089	UNDERGROUND SERVICE ALERT	183.00	0.00	183.00
82356	06/08/2017	4642	UTILITY COST MANAGEMENT LLC	3,310.95	0.00	3,310.95
82357	06/08/2017	64652	CELLCO PARTNERSHIP	138.68	0.00	138.68
82358	06/08/2017	57135	VISION SERVICE PLAN	4,501.24	0.00	4,501.24
82359	06/08/2017	33200	WALTERS WHOLESALE ELECTRIC CO	34.44	0.00	34.44
82360	06/08/2017	17640	WAXIE ENTERPRISES INC	1,870.54	0.00	1,870.54
82361	06/08/2017	2197	WEST-LITE SUPPLY CO INC	8,360.16	0.00	8,360.16
82362	06/08/2017	37745	WESTERN EXTERMINATOR CO	239.00	0.00	239.00
82363	06/08/2017	5011	WESTERN LIGHTING & ENERGY CONTROLS	4,052.98	0.00	4,052.98
82364	06/08/2017	2279	AMERICAN PACIFIC PRINTERS COLLEGES	6,006.86	0.00	6,006.86
82365	06/08/2017	35146	WILLDAN ASSOCIATES	3,750.00	0.00	3,750.00
82366	06/08/2017	4837	XEROX CORPORATION	2,874.09	0.00	2,874.09

**CITY OF LAKEWOOD
SUMMARY CHECK REGISTER**

CHECK #	CHECK DATE	VEND #	VENDOR NAME	GROSS	DISC.	CHECK AMOUNT
82367	06/08/2017	3699	BEAIRD. JENNIFER	250.00	0.00	250.00
82368	06/08/2017	3699	BROWNE. ANNETTE	48.00	0.00	48.00
82369	06/08/2017	3699	FENN. JUSTIN	250.00	0.00	250.00
82370	06/08/2017	3699	FERRER. LISA	250.00	0.00	250.00
82371	06/08/2017	3699	HERNANDEZ. CHRISTINA	5.00	0.00	5.00
82372	06/08/2017	3699	HURLEY. ELLA AND	185.00	0.00	185.00
82373	06/08/2017	3699	LOOMIS. SUSAN	50.00	0.00	50.00
82374	06/08/2017	3699	MARTIN. ADONNA	250.00	0.00	250.00
82375	06/08/2017	3699	MARTIN. LORENA	79.96	0.00	79.96
82376	06/08/2017	3699	MATTHEWS. KEELIN	250.00	0.00	250.00
82377	06/08/2017	3699	MCNIEL. GEOFF & JENNIFER	8.42	0.00	8.42
82378	06/08/2017	3699	PANDURO. YNGRID	42.00	0.00	42.00
82379	06/08/2017	3699	PANGELINAN. JOEZETTA	250.00	0.00	250.00
82380	06/08/2017	3699	PITTS. LONNI	250.00	0.00	250.00
82381	06/08/2017	3699	TIGNER. CARRIE	250.00	0.00	250.00
82382	06/08/2017	3699	VASOUEZ. SANDRA	250.00	0.00	250.00
82383	06/08/2017	3699	WRIGHT. NANCY	250.00	0.00	250.00
82384	06/08/2017	3699	ZEILER. NATALIE L. & JEFF	109.01	0.00	109.01
Totals:				<u>1,248,246.73</u>	<u>34.86</u>	<u>1,248,211.87</u>

**CITY OF LAKEWOOD
FUND SUMMARY 6/15/2017**

In accordance with section 2521 of the Lakewood Municipal Code there is presented herewith a summary of obligations to be paid by voucher 82385 through 82490. Each of the following demands has been audited by the Director of Administrative Services and approved by the City Manager.

1010	GENERAL FUND	178,382.10
1020	CABLE TV	8,797.77
1030	CDBG CURRENT YEAR	20.00
1050	COMMUNITY FACILITY	2,645.77
1630	USED OIL GRANT	264.14
3001	CAPITAL IMPROV PROJECT FUND	20,117.27
3070	PROPOSITION "C"	440.00
5010	GRAPHICS AND COPY CENTER	3,888.06
5020	CENTRAL STORES	2,438.53
5030	FLEET MAINTENANCE	6,605.47
6020	GEOGRAPHIC INFORMATION SYSTEM	11.29
7500	WATER UTILITY FUND	192,567.79
8020	LOCAL REHAB LOAN	6,740.00
8030	TRUST DEPOSIT	2,450.91
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		425,369.10

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
82385	06/15/2017	61307	PERRIS FENCE & SUPPLY	81.94	0.00	81.94
82386	06/15/2017	1964	ADORAMA. INC.	6,199.00	0.00	6,199.00
82387	06/15/2017	443	B&M LAWN AND GARDEN INC	10.00	0.00	10.00
82388	06/15/2017	5026	BARRON. MARK MAURICE	700.00	0.00	700.00
82389	06/15/2017	66457	BRENNTAG PACIFIC INC	1,947.23	0.00	1,947.23
82390	06/15/2017	48469	BURWELL MICHAEL RAY	440.00	0.00	440.00
82391	06/15/2017	53835	C.P.R.S. DIST X	1,640.00	0.00	1,640.00
82392	06/15/2017	5000	CALANOC. PATRICK	117.00	0.00	117.00
82393	06/15/2017	4978	CALIFORNIA FOUNDATION FOR THE	523.90	0.00	523.90
82394	06/15/2017	6600	CALIFORNIA STATE DEPT OF JUSTICE	6,242.00	0.00	6,242.00
82395	06/15/2017	42921	CALIFORNIA STATE-CONTROLLER	805.75	0.00	805.75
82396	06/15/2017	5029	CAMACHO. ANDREW	2,510.52	0.00	2,510.52
82397	06/15/2017	51331	CERRITOS POOL SUPPLY	23.27	0.00	23.27
82398	06/15/2017	57070	CITY LIGHT & POWER LKWD INC	610.00	0.00	610.00
82399	06/15/2017	5008	COLOR CARD ADMINISTRATOR CORP.	37.54	0.00	37.54
82400	06/15/2017	3778	COMMERCIAL AOUATIC SERVICES INC	1,684.00	0.00	1,684.00
82401	06/15/2017	4380	CAPITAL ONE NATIONAL ASSOCIATION	27.18	0.00	27.18
82402	06/15/2017	60195	CR TRANSFER INC	8,874.68	0.00	8,874.68
82403	06/15/2017	4876	CREATE A PARTY INC.	2,333.06	0.00	2,333.06
82404	06/15/2017	51550	CUMMINS CAL PACIFIC LLC	766.80	0.00	766.80
82405	06/15/2017	4680	DIAZ. ISABELLE	215.00	0.00	215.00
82406	06/15/2017	60797	DUTHIE POWER SERVICES INC	2,800.00	0.00	2,800.00
82407	06/15/2017	4875	ELITE SPECIAL EVENTS INC	5,000.00	0.00	5,000.00
82408	06/15/2017	4411	EPOWER NETWORK INC	617.76	0.00	617.76
82409	06/15/2017	52316	FEDERAL EXPRESS CORP	200.32	0.00	200.32
82410	06/15/2017	66217	MAGNASYNC-MOVIOLA CORP	858.23	0.00	858.23
82411	06/15/2017	5006	FREMONTIA HORTICULTURAL. INC	2,235.90	0.00	2,235.90
82412	06/15/2017	34845	GLASBY MAINTENANCE SUPPLY CO	162.37	0.00	162.37
82413	06/15/2017	45682	BROD INVESTMENTS INC	516.56	0.00	516.56
82414	06/15/2017	33150	GRAINGER W W INC	208.73	0.00	208.73
82415	06/15/2017	4483	GREENFIX AMERICA. LLC	465.00	0.00	465.00
82416	06/15/2017	58838	HANSON AGGREGATES LLC	100.00	0.00	100.00
82417	06/15/2017	35477	HARA M LAWNMOWER CENTER	921.09	0.00	921.09
82418	06/15/2017	4985	HERNANDEZ. STEVEN	1,612.00	0.00	1,612.00
82419	06/15/2017	34354	HI-WAY SAFETY RENTALS INC	1,771.27	0.00	1,771.27
82420	06/15/2017	42031	HOME DEPOT	2,352.24	0.00	2,352.24
82421	06/15/2017	4962	HUNTINGTON PARK RUBBER STAMP CO	35.00	0.47	34.53
82422	06/15/2017	65712	IDMODELING INC	4,075.00	0.00	4,075.00
82423	06/15/2017	4923	JEFFRIES. NORMA GAIL	461.32	0.00	461.32
82424	06/15/2017	4622	JHM SUPPLY INC	616.83	0.00	616.83
82425	06/15/2017	51513	JOBS AVAILABLE INC	518.00	0.00	518.00
82426	06/15/2017	4180	JONES RICHARD D. A PROF LAW CORP	7,603.50	0.00	7,603.50
82427	06/15/2017	2956	KICK IT UP KIDZ. LLC	395.20	0.00	395.20
82428	06/15/2017	4450	KING. JACK	464.00	0.00	464.00

**CITY OF LAKEWOOD
SUMMARY CHECK REGISTER**

CHECK #	CHECK DATE	VEND #	VENDOR NAME	GROSS	DISC.	CHECK AMOUNT
82429	06/15/2017	53849	LAKEWOOD ROTARY CLUB	396.00	0.00	396.00
82430	06/15/2017	4783	LANDCARE HOLDINGS INC	14,368.56	0.00	14,368.56
82431	06/15/2017	2409	LIFTECH ELEVATOR SERVICES INC	941.00	0.00	941.00
82432	06/15/2017	3564	LONG BEACH. CITY OF	384.15	0.00	384.15
82433	06/15/2017	36844	LA COUNTY DEPT OF PUBLIC WORKS	4,506.32	0.00	4,506.32
82434	06/15/2017	58414	MANAGED HEALTH NETWORK	361.57	0.00	361.57
82435	06/15/2017	66074	MARKSMAN MANUFACTURING	58.73	0.00	58.73
82436	06/15/2017	62098	MAY. CHRISTOPHER	325.00	0.00	325.00
82437	06/15/2017	4714	CRON. ASHLEY	800.00	0.00	800.00
82438	06/15/2017	4443	O'REILLY AUTOMOTIVE STORES INC	335.42	17.48	317.94
82439	06/15/2017	47554	OFFICE DEPOT BUSINESS SVCS	208.65	0.00	208.65
82440	06/15/2017	465	ONTIVEROS. FRANK	336.38	0.00	336.38
82441	06/15/2017	450	PACIFIC EH & S SERVICES INC	1,792.00	0.00	1,792.00
82442	06/15/2017	63708	DY-JO CORPORATION	740.00	0.00	740.00
82443	06/15/2017	66116	PETERSEN. LOUISE	163.80	0.00	163.80
82444	06/15/2017	2174	PETTY CASH/LOVENEL REVELDEZ	1,077.53	0.00	1,077.53
82445	06/15/2017	15600	LONG BEACH PUBLISHING CO	925.00	0.00	925.00
82446	06/15/2017	4602	REID. CHARLOTTE ALISON	500.00	0.00	500.00
82447	06/15/2017	4956	ROSS AVIATION INVESTMENT. LLC	4,337.13	0.00	4,337.13
82448	06/15/2017	56359	S Y NURSERY	89.17	0.00	89.17
82449	06/15/2017	3153	SECTRAN SECURITY INC	135.89	0.00	135.89
82450	06/15/2017	52279	SMART & FINAL INC	399.54	0.00	399.54
82451	06/15/2017	38918	SOROPTIMIST INTL. LKWD/LONG BEACH	2,450.91	0.00	2,450.91
82452	06/15/2017	29400	SOUTHERN CALIFORNIA EDISON CO	5,320.79	0.00	5,320.79
82453	06/15/2017	29500	SOUTHERN CALIFORNIA GAS CO	750.03	0.00	750.03
82454	06/15/2017	37930	STANDARD INSURANCE CO UNIT 22	2,387.90	0.00	2,387.90
82455	06/15/2017	37930	STANDARD INSURANCE CO UNIT 22	19,933.48	0.00	19,933.48
82456	06/15/2017	4581	STEIN. ANDREW T	1,850.42	0.00	1,850.42
82457	06/15/2017	55947	STOVER SEED COMPANY	565.50	0.00	565.50
82458	06/15/2017	66215	SUPERIOR COURT OF CALIFORNIA	8,629.00	0.00	8,629.00
82459	06/15/2017	66215	SUPERIOR COURT OF CALIFORNIA	11,190.00	0.00	11,190.00
82460	06/15/2017	59212	TETRA TECH INC	5,043.00	0.00	5,043.00
82461	06/15/2017	2372	TGIS CATERING SVCS INC	15,398.79	0.00	15,398.79
82462	06/15/2017	65737	U S BANK NATIONAL ASSOCIATION	2,999.99	0.00	2,999.99
82463	06/15/2017	60685	TURF STAR	106.71	0.00	106.71
82464	06/15/2017	1437	U S BANK NATIONAL ASSOCIATION	21,469.79	0.00	21,469.79
82465	06/15/2017	44103	VARELA. ALMA	75.22	0.00	75.22
82466	06/15/2017	64652	CELLCO PARTNERSHIP	2,965.43	0.00	2,965.43
82467	06/15/2017	7400	WATER REPLENISHMENT DISTRICT OF	174,763.71	0.00	174,763.71
82468	06/15/2017	17640	WAXIE ENTERPRISES INC	1,957.53	0.00	1,957.53
82469	06/15/2017	40925	WEST COAST ARBORISTS INC	18,275.20	0.00	18,275.20
82470	06/15/2017	50058	WHITE HOUSE FLORIST INC	125.00	0.00	125.00
82471	06/15/2017	35146	WILLDAN ASSOCIATES	15,610.95	0.00	15,610.95
82472	06/15/2017	3837	WORTHINGTON FORD	409.17	0.00	409.17

**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>
82473	06/15/2017	4837	XEROX CORPORATION	840.29	0.00	840.29
82474	06/15/2017	3699	AMBRIZ. MARIO	20.00	0.00	20.00
82475	06/15/2017	3699	BLACKMORE. MURDOCK D	109.01	0.00	109.01
82476	06/15/2017	3699	BURCH. LISA	15.00	0.00	15.00
82477	06/15/2017	3699	CORRAL. CINDY	250.00	0.00	250.00
82478	06/15/2017	3699	CYPRESS COLLEGE	250.00	0.00	250.00
82479	06/15/2017	3699	FELIX. ELIZABETH	15.00	0.00	15.00
82480	06/15/2017	3699	HARDY WINDOW COMPANY. INC	6,740.00	0.00	6,740.00
82481	06/15/2017	3699	HUBBARD. LARRY	250.00	0.00	250.00
82482	06/15/2017	3699	JOSEPH. ROSE	250.00	0.00	250.00
82483	06/15/2017	3699	LACKEY. ERIC	96.00	0.00	96.00
82484	06/15/2017	3699	LAKEWOOD GIRL SCOUTS	250.00	0.00	250.00
82485	06/15/2017	3699	LEVINSON. BARRY & SHELLY	437.83	0.00	437.83
82486	06/15/2017	3699	LOS. REYNOLD & JENNIFER	20.49	0.00	20.49
82487	06/15/2017	3699	MORGAN. COLLIE PHILLIP	86.00	0.00	86.00
82488	06/15/2017	3699	MUAMUA. ANIVA	250.00	0.00	250.00
82489	06/15/2017	3699	PADILLA. MARI G & ALEXANDER	17.88	0.00	17.88
82490	06/15/2017	3699	PHILLIPS. LA'KEISHA	250.00	0.00	250.00
Totals:				<u>425,387.05</u>	<u>17.95</u>	<u>425,369.10</u>

**CITY OF LAKEWOOD
FUND SUMMARY 6/22/2017**

In accordance with section 2521 of the Lakewood Municipal Code there is presented herewith a summary of obligations to be paid by voucher 82491 through 82629. Each of the following demands has been audited by the Director of Administrative Services and approved by the City Manager.

1010	GENERAL FUND	294,411.11
1020	CABLE TV	667.52
1030	CDBG CURRENT YEAR	2,143.20
1050	COMMUNITY FACILITY	17,927.32
3001	CAPITAL IMPROV PROJECT FUND	2,291.25
3070	PROPOSITION "C"	1,425.42
5010	GRAPHICS AND COPY CENTER	1,313.02
5030	FLEET MAINTENANCE	1,855.26
6020	GEOGRAPHIC INFORMATION SYSTEM	10,000.00
7500	WATER UTILITY FUND	9,831.27
8020	LOCAL REHAB LOAN	109.50
8030	TRUST DEPOSIT	13,615.68
		<hr/>
		355,590.55

Council Approval

_____ Date

_____ City Manager

Attest

_____ City Clerk

_____ Director of Administrative Services

**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>
82491	06/22/2017	4842	A T & T CORP	224.74	0.00	224.74
82492	06/22/2017	2701	AIRE RITE A/C & REFRIGERATION INC	3,098.76	0.00	3,098.76
82493	06/22/2017	58000	AMERICAN TRUCK & TOOL RENTAL INC	139.55	0.00	139.55
82494	06/22/2017	65668	ANICETO. SANDRA	514.80	0.00	514.80
82495	06/22/2017	443	B&M LAWN AND GARDEN INC	195.63	0.00	195.63
82496	06/22/2017	4878	B.R. BREWER SIGN & GRAPHICS	261.00	0.00	261.00
82497	06/22/2017	51467	BADGER METER INC	307.05	0.00	307.05
82498	06/22/2017	4278	BEAR COMMUNICATIONS INC	326.25	0.00	326.25
82499	06/22/2017	4432	BOTROS. DIANA	468.00	0.00	468.00
82500	06/22/2017	5000	CALANOC. PATRICK	149.50	0.00	149.50
82501	06/22/2017	307	CALIF. STATE DISBURSEMENT UNIT	155.07	0.00	155.07
82502	06/22/2017	53983	CALIF STATE FRANCHISE TAX BOARD	126.00	0.00	126.00
82503	06/22/2017	53983	CALIF STATE FRANCHISE TAX BOARD	36.56	0.00	36.56
82504	06/22/2017	53983	CALIF STATE FRANCHISE TAX BOARD	56.66	0.00	56.66
82505	06/22/2017	4700	CALIFORNIA DEPT OF WATER RESOURCES	11,100.00	0.00	11,100.00
82506	06/22/2017	59955	CALIFORNIA ELECTRIC SUPPLY CO	969.70	17.83	951.87
82507	06/22/2017	51331	CERRITOS POOL SUPPLY	36.54	0.00	36.54
82508	06/22/2017	4972	CHARTER COMMUNICATIONS HOLDINGS. LLC	5,488.12	0.00	5,488.12
82509	06/22/2017	40572	CHICAGO TITLE CO	100.00	0.00	100.00
82510	06/22/2017	45894	CINTAS CORPORATION	59.94	0.00	59.94
82511	06/22/2017	5008	COLOR CARD ADMINISTRATOR CORP.	225.23	0.00	225.23
82512	06/22/2017	3778	COMMERCIAL AOUATIC SERVICES INC	397.50	0.00	397.50
82513	06/22/2017	53451	COMMUNITY FAMILY GUIDANCE CTR	750.00	0.00	750.00
82514	06/22/2017	4776	CORELOGIC. INC.	119.75	0.00	119.75
82515	06/22/2017	4963	COUCH. RON JR.	1,562.50	0.00	1,562.50
82516	06/22/2017	4519	CRAFCO. INC.	495.65	0.00	495.65
82517	06/22/2017	62407	CRN AM CAR WASH INC.	66.00	0.00	66.00
82518	06/22/2017	4442	DANIEL'S TIRE SERVICE INC	331.14	0.00	331.14
82519	06/22/2017	4641	DAO. THAO	839.80	0.00	839.80
82520	06/22/2017	2548	DAY. KATHY	312.00	0.00	312.00
82521	06/22/2017	4680	DIAZ. ISABELLE	120.00	0.00	120.00
82522	06/22/2017	27200	DICKSON R F CO INC	41,786.55	0.00	41,786.55
82523	06/22/2017	58284	EMAMI. CYNTHIA	109.69	0.00	109.69
82524	06/22/2017	4940	EMERGENCY PLANNING CONSULTANTS	3,500.00	0.00	3,500.00
82525	06/22/2017	62013	EMPIRE CHEMICAL CO.. INC.	3,983.04	0.00	3,983.04
82526	06/22/2017	4606	EXCALIBER ENGINEERING INC	693.00	0.00	693.00
82527	06/22/2017	65038	FED EX OFFICE & PRINT SVCS INC	255.79	0.00	255.79
82528	06/22/2017	52316	FEDERAL EXPRESS CORP	17.23	0.00	17.23
82529	06/22/2017	63519	FLUE STEAM INC	198.00	0.00	198.00
82530	06/22/2017	13030	ACCO BRANDS USA LLC	87.37	0.00	87.37
82531	06/22/2017	5005	GIEMONT. GREGORY S.	261.00	0.00	261.00
82532	06/22/2017	65779	GOLDEN STATE WATER COMPANY	15,124.64	0.00	15,124.64
82533	06/22/2017	33150	GRAINGER W W INC	208.73	0.00	208.73
82534	06/22/2017	61769	GRAUTEN. EVELYN R	680.55	0.00	680.55

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82535	06/22/2017	54961	HACH COMPANY	257.92	0.00	257.92
82536	06/22/2017	61288	HASCO OIL COMPANY INC	538.78	0.00	538.78
82537	06/22/2017	65593	HASS. BARBARA	438.75	0.00	438.75
82538	06/22/2017	42031	HOME DEPOT	1,710.19	0.00	1,710.19
82539	06/22/2017	65891	HUMAN SERVICES ASSOCIATION	458.33	0.00	458.33
82540	06/22/2017	49843	INOUYE. MICHAEL JOHN	650.00	0.00	650.00
82541	06/22/2017	5015	ITS GROUP INC	575.00	0.00	575.00
82542	06/22/2017	4622	JHM SUPPLY INC	29.39	0.00	29.39
82543	06/22/2017	59873	JJS PALOMO'S STEEL INC	532.29	0.00	532.29
82544	06/22/2017	4414	KNOWBE4 LLC	1,890.90	0.00	1,890.90
82545	06/22/2017	66412	KWIK-COVERS	115.50	0.00	115.50
82546	06/22/2017	55469	LAKEWOOD CITY EMPLOYEE ASSOCIATION	2,140.00	0.00	2,140.00
82547	06/22/2017	53311	LAKEWOOD MEALS ON WHEELS	875.00	0.00	875.00
82548	06/22/2017	52357	LESLIE'S POOLMART INC	173.58	0.00	173.58
82549	06/22/2017	21050	LOS ANGELES CO CLERK	2,291.25	0.00	2,291.25
82550	06/22/2017	45505	LOS ANGELES CO. CHIEF INFO OFFICE	10,000.00	0.00	10,000.00
82551	06/22/2017	45069	LOS ANGELES CO/DEPT PW BLDG SVCS	60,673.25	0.00	60,673.25
82552	06/22/2017	5002	LUZZI. ROBERT	50.00	0.00	50.00
82553	06/22/2017	4482	MALTY INTERNATIONAL GROUP INC	107.39	0.00	107.39
82554	06/22/2017	62080	MARKLEY. ELIZABETH	195.00	0.00	195.00
82555	06/22/2017	4887	MATHESON TRI-GAS. INC.	399.13	0.00	399.13
82556	06/22/2017	66339	MC ENROE. BARBARA	357.50	0.00	357.50
82557	06/22/2017	23130	MC MASTER-CARR SUPPLY CO	15.06	0.30	14.76
82558	06/22/2017	4986	MENDEZ. JAVIER	130.00	0.00	130.00
82559	06/22/2017	41831	MIEIR-KING. RICHARD	222.30	0.00	222.30
82560	06/22/2017	64333	MOSES-CALDERA. ISABEL	976.95	0.00	976.95
82561	06/22/2017	615	MUNI SERVICES LLC	3,776.64	0.00	3,776.64
82562	06/22/2017	51031	MUSCO SPORTS LIGHTING LLC	6,509.87	0.00	6,509.87
82563	06/22/2017	61672	MUSCULAR DYSTROPHY ASSOC INC	20.00	0.00	20.00
82564	06/22/2017	5033	NICHOLLS CONSULTING. INC.	212.50	0.00	212.50
82565	06/22/2017	4443	O'REILLY AUTOMOTIVE STORES INC	332.78	6.43	326.35
82566	06/22/2017	48035	OCAJ INC	9.50	0.00	9.50
82567	06/22/2017	4513	OCEAN BLUE ENVIRONMENTAL SERVICES	1,264.84	0.00	1,264.84
82568	06/22/2017	34536	OCOBOC. DEBRA	207.35	0.00	207.35
82569	06/22/2017	47554	OFFICE DEPOT BUSINESS SVCS	43.26	0.00	43.26
82570	06/22/2017	65659	PHASE II SYSTEMS INC	4,104.71	0.00	4,104.71
82571	06/22/2017	4722	PERMECO INC	7,317.00	0.00	7,317.00
82572	06/22/2017	51171	PERS LONG TERM CARE PROGRAM	301.10	0.00	301.10
82573	06/22/2017	41719	PETTY CASH-GAY GIVENS	1,610.51	0.00	1,610.51
82574	06/22/2017	1615	PFM ASSET MANAGEMENT LLC	3,081.20	0.00	3,081.20
82575	06/22/2017	4494	PIERSON. JEREMY L.	374.40	0.00	374.40
82576	06/22/2017	39640	RAYVERN LIGHTING SUPPLY CO INC	80.09	0.00	80.09
82577	06/22/2017	4602	REID. CHARLOTTE ALISON	157.55	0.00	157.55
82578	06/22/2017	2374	RICHARDS WATSON & GERSHON INC	2,515.68	0.00	2,515.68

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82579	06/22/2017	45437	S & J SUPPLY CO	834.20	0.00	834.20
82580	06/22/2017	4309	SAFESHRED	50.00	0.00	50.00
82581	06/22/2017	240	SGS TESTCOM	5.32	0.00	5.32
82582	06/22/2017	59218	SIERRA INSTALLATIONS INC	483.00	0.00	483.00
82583	06/22/2017	52279	SMART & FINAL INC	6.74	0.00	6.74
82584	06/22/2017	29400	SOUTHERN CALIFORNIA EDISON CO	84,209.62	0.00	84,209.62
82585	06/22/2017	29500	SOUTHERN CALIFORNIA GAS CO	6,525.94	0.00	6,525.94
82586	06/22/2017	4026	SPASEFF TED C	175.00	0.00	175.00
82587	06/22/2017	49529	SPICERS PAPER INC	885.79	8.14	877.65
82588	06/22/2017	2995	STRICTLY BACKFLOW INC	511.64	0.00	511.64
82589	06/22/2017	4726	TACO SURF CANTINA INC.	795.00	0.00	795.00
82590	06/22/2017	2732	TANNEN. MITCH	312.00	0.00	312.00
82591	06/22/2017	2998	THE ANSWERBAND. INC	1,500.00	0.00	1,500.00
82592	06/22/2017	4364	THE RINKS-LAKEWOOD ICE	146.25	0.00	146.25
82593	06/22/2017	4849	TIFCO INDUSTRIES. INC.	423.83	0.00	423.83
82594	06/22/2017	4873	TRANSAMERICA LIFE INSURANCE COMPANY	2,315.78	0.00	2,315.78
82595	06/22/2017	53760	UNITED WAY- GREATER LOS ANGELES	10.00	0.00	10.00
82596	06/22/2017	54727	UNIVERSAL STUDIOS LLP	13,320.00	0.00	13,320.00
82597	06/22/2017	64652	CELLCO PARTNERSHIP	3,468.30	0.00	3,468.30
82598	06/22/2017	33200	WALTERS WHOLESALE ELECTRIC CO	747.66	0.00	747.66
82599	06/22/2017	61019	CHRISTMAN WILLIAM B	350.00	0.00	350.00
82600	06/22/2017	17640	WAXIE ENTERPRISES INC	1,521.74	0.00	1,521.74
82601	06/22/2017	1939	WAYNE HARMEIER INC	179.44	0.00	179.44
82602	06/22/2017	60651	WECK ANALYTICAL ENVIRONMENTAL SERVICES	680.00	0.00	680.00
82603	06/22/2017	36166	WEGENER. KATHY	949.65	0.00	949.65
82604	06/22/2017	62628	WELLS C. PIPELINE MATERIALS	126.72	0.00	126.72
82605	06/22/2017	40925	WEST COAST ARBORISTS INC	13,224.00	0.00	13,224.00
82606	06/22/2017	37745	WESTERN EXTERMINATOR CO	52.00	0.00	52.00
82607	06/22/2017	50172	PRIMUS INC	922.76	0.00	922.76
82608	06/22/2017	2279	AMERICAN PACIFIC PRINTERS COLLEGES	348.00	0.00	348.00
82609	06/22/2017	50058	WHITE HOUSE FLORIST INC	73.95	0.00	73.95
82610	06/22/2017	35146	WILLDAN ASSOCIATES	2,662.00	0.00	2,662.00
82611	06/22/2017	4257	WOLF SEEBERG VIDEO LLC	500.00	0.00	500.00
82612	06/22/2017	49425	ACURITY SPECIALTY PRODUCTS INC	269.11	0.00	269.11
82613	06/22/2017	3699	AGUILAR. ROSA	29.00	0.00	29.00
82614	06/22/2017	3699	ALLISON. NICOLE	250.00	0.00	250.00
82615	06/22/2017	3699	CHAVEZ. JESUS S	250.00	0.00	250.00
82616	06/22/2017	3699	CLEVELAND ELEMENTARY SCHOOL	250.00	0.00	250.00
82617	06/22/2017	3699	DIETZ. TAMMRA	10.00	0.00	10.00
82618	06/22/2017	3699	DURAN. PATRICIA	21.00	0.00	21.00
82619	06/22/2017	3699	FREEMAN. CYNTHIA	250.00	0.00	250.00
82620	06/22/2017	3699	LAPINTA. MARYANNE	250.00	0.00	250.00
82621	06/22/2017	3699	MARTINEZ. BEVERLY	250.00	0.00	250.00
82622	06/22/2017	3699	MIRAMONTES. RICARDO	30.00	0.00	30.00

**CITY OF LAKEWOOD
SUMMARY CHECK REGISTER**

CHECK #	CHECK DATE	VEND #	VENDOR NAME	GROSS	DISC.	CHECK AMOUNT
82623	06/22/2017	3699	MORALES. JOSE	60.00	0.00	60.00
82624	06/22/2017	3699	NGUYEN & DIEP	28.84	0.00	28.84
82625	06/22/2017	3699	ORTIZ-VALENZUELA. MIGUEL	697.50	0.00	697.50
82626	06/22/2017	3699	PEREZ HUDGINS. MICHELE	250.00	0.00	250.00
82627	06/22/2017	3699	PITTS. LONNI	250.00	0.00	250.00
82628	06/22/2017	3699	VERON. JENNIFER	250.00	0.00	250.00
82629	06/22/2017	3699	WIDEMAN. CHARLOTTE	250.00	0.00	250.00
Totals:				<u>355,623.25</u>	<u>32.70</u>	<u>355,590.55</u>

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COUNCIL AGENDA

June 27, 2017

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

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

STATEMENT OF MONTHLY ACTIVITY

<u>Date</u>	<u>Amount at Cost</u>	<u>Vehicle</u>	<u>Transaction</u>
05-01-2017	\$ 19,977.79	FNMA	Paydown 1.646%
05-01-2017	\$ 3,398.04	FNMA	Paydown 1.55%
05-01-2017	\$ 67,994.59	FNMA	Paydown 1.246%
05-01-2017	\$ 73,731.22	FNMA	Paydown 1.785%
05-01-2017	\$ 121.39	FNMA	Interest 1.246%
05-01-2017	\$ 624.79	FNMA	Interest 1.646%
05-01-2017	\$ 245.17	FNMA	Interest 1.898%
05-01-2017	\$ 227.10	FNMA	Interest 1.55%
05-01-2017	\$ 589.61	FNMA	Interest 1.785%
05-01-2017	\$ 5.91	MMT	Interest
05-08-2017	\$ 175,389.59	CORP	Sell
05-08-2017	\$ 174,933.50	CORP	Purchase
05-10-2017	\$ 351,499.56	CORP	Sell
05-10-2017	\$ 353,384.50	CORP	Purchase
05-13-2017	\$ 2,525.00	SUPRA	Interest 1.0%
05-16-2017	\$ 2,731.75	CORP	Interest 1.561%
05-17-2017	\$ 2,924.74	CD	Interest 1.769%
05-22-2017	\$ 5,800.00	CORP	Interest 1.6%
05-22-2017	\$ 7,200,000.00	LAIF	Deposit
05-24-2017	\$ 170,744.32	CORP	Sell
05-24-2017	\$ 164,904.30	CORP	Purchase
05-25-2017	\$ 500,000.00	LAIF	Withdrawal
05-26-2017	\$ 174,976.67	COMM	Purchase
05-30-2017	\$ 6,238.22	CD	Interest 1.76%
05-30-2017	\$ 6,202.78	CD	Interest 1.76%
05-31-2017	\$ 2,406.25	TREAS	Interest 1.25%
05-31-2017	\$ 6,250.00	TREAS	Interest 1.25%
05-31-2017	\$ 15,000.00	TREAS	Interest 1.5%
05-31-2017	\$ 35.95	CAMP	Interest 0.97%
05-31-2017	\$ 550.06	CAMP	Interest 0.97%

RECOMMENDATION

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



Diane Perkin
Director of Administrative Services

Howard L. Chambers
City Manager



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COUNCIL AGENDA

June 27, 2017

TO: The Honorable Mayor and City Council

SUBJECT: Replacement of Advanced Surveillance and Protection (ASAP) System Equipment

INTRODUCTION

The Advanced Surveillance and Protection (ASAP) system has been in operation for nearly five years. The system consists of 20 Automatic License Plate Recognition (ALPR) cameras and four Pan, Tilt, Zoom (PTZ) cameras placed at intersections around the Lakewood Center mall. The cameras read license plates and provide real time view of intersections to Sheriff dispatch personnel.

STATEMENT OF FACTS

The Advanced Surveillance and Protection (ASAP) project became fully functional on December 5, 2012. There are 20 ALPR cameras that cover multiple lanes on Lakewood Boulevard, Clark Avenue, Del Amo Boulevard and Candlewood Street. These cameras read the license plates of every vehicle traveling through the locations and identify stolen vehicles, as well as plates reported from other serious or critical crime. The PTZ cameras can be used by Lakewood Sheriff's Station personnel to monitor activity from their dispatch consoles.

Some links that connect the cameras to the wireless network have failed and can't be repaired. As a result, some of the cameras can't transmit the information read. To restore the system, we need to replace the inoperable wireless radios, provide FCC link registration on all long haul links to ensure dedicated frequencies for the transmission of Lakewood camera images, and add encryption to each link to maximize security for the wireless network.

Convergent Technologies is our current maintenance vendor and is authorized to resell/service our current equipment and they are in good standing with all manufacturers. They work closely with the Sheriff's Department Technology and Support Division, which is essential to the daily functions of the equipment. They have provided us a quote to replace the equipment in the amount of \$54,400.00 and a 5-year option for an extended comprehensive warranty (labor and equipment) for \$11,880.00 for a total of \$66,280.00. The funds are included in the FY 2018 budget.

STAFF RECOMMENDATION

That the City Council approve:

1. Agreement with Convergent Technologies for the replacement of equipment at a cost of \$54,400.00;
2. Extended warranty for labor and equipment for five years at a cost of \$11,880.00;
3. Authorize the City Manager to sign the agreement as approved by the City Attorney.

Carol Flynn Jacoby
Assistant City Manager



Howard L. Chambers
City Manager



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COUNCIL AGENDA

June 27, 2017

TO: The Honorable Mayor and City Council

SUBJECT: Replacement of Network Switches

INTRODUCTION

The City relies on network switching equipment to provide connectivity between City Hall and four remote locations including The Centre at Sycamore Plaza, Burns Community Center, Water Yard and Maintenance Yard. The current equipment was purchased in Fiscal Year 2007-2008 from Foundry Networks. Foundry Networks was acquired by Brocade, which currently supports the equipment. All components of the network switching equipment are reaching end-of-life between June and December 2017, after which they will no longer be supported by Brocade.

STATEMENT OF FACT

The IT Services Manager has received a proposal on the Brocade network switching equipment from CDW-G. CDW-G is a division of the CDW Corporation and it is devoted solely to United States governmental entities, such as K-12 schools, universities, non-profit healthcare organizations, State & Local and the Federal government.


CDW-G can supply the network switching equipment through the NASPO Valuepoint Cooperative Purchasing Contract at a substantial discount. NASPO Valuepoint is a unified, nationally focused cooperative alliance aggregating the demand of all 50 states, the District of Columbia and the organized US territories, and other eligible entities, spurring innovation and competition in the marketplace

The total proposed amount from CDW-G to provide switching network is \$29,088.37, which includes sales tax and delivery. BreaIT staff assigned to Lakewood will install and configure the equipment using staff hours already included in Lakewood's contract with the BreaIT. Our Purchasing Policy authorizes the purchase through any governmental entity that substantially adheres to our procedures for the purchase of supplies and equipment. The funds for this purchase are included in the Adopted Budget for Fiscal Year 2016-2017.

STAFF RECOMMENDATION

Staff recommends that the City Council approve the purchase of the Brocade network switching equipment from CDW-G of Vernon Hills, Illinois at a contract price of \$29,088.37.


Diane Perkin
Director of Administrative Services

Howard L. Chambers
City Manager 

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COUNCIL AGENDA

June 27, 2017

TO: Honorable Mayor and City Council

SUBJECT: Purchase 10" Cla-Val

INTRODUCTION

The City of Lakewood Department of Water Resources (DWR) requested bids for the purchase of a 10" Cla-Val.

STATEMENT OF FACT

The DWR requested bids for the purchase of a 10" Cla-Val to replace the current Cla-Val that operates CB49 – the connection to Metropolitan Water District of Southern California (MWD) import supplies through Central Basin Municipal Water District. This connection serves as back-up emergency water supply and has not needed to be operated since the early 1990's. However, a leak was discovered in the current Cla-Val that requires replacement to properly function should an emergency exist in the future.

Staff will perform the replacement of the 10" Cla-Val and solicited bids for the cost of material. The following is a summary of the bids that include delivery and sales tax effective July 1, 2017

- | | |
|-------------|----------|
| 1. Ferguson | \$23,553 |
| 2. C-Wells | \$25,117 |
| 3. S&J | \$25,359 |

The apparent responsible and responsive low bidder is Ferguson Waterworks of Redondo Beach, CA.

RECOMMENDATION

That the City Council authorize the purchase of a 10" Cla-Val from Ferguson Waterworks for a total price of \$23,553.

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



Howard L. Chambers
City Manager



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June 27, 2017

TO: The Honorable Mayor and City Council

SUBJECT: Notice of Completion – Public Works Contract 16-07
The Centre at Sycamore Plaza Carpet Installation

INTRODUCTION

JKP Occupied Office Flooring Specialists, the Contractor on Public Works Contract 16-07, has completed work which consisted of the installation of the first and second floor carpeting at The Centre at Sycamore Plaza.

STATEMENT OF FACT

On February 17, 2017 Council awarded Public Works Contract 2016-07 to JKP Occupied Office Flooring Specialists, in the amount of \$27,205. One (1) change order (CO) was negotiated throughout the construction period resulting in a final contract amount of \$26,335. The net reduction to the contract was \$570.00 – due to minor revisions in the scope of work (such as changing the aluminum stair nosings to carpeted Visual Impairment strips, as well as deleting the removal of carpet from under the stage).

The contract was substantially completed on March 17th, 2017 in accordance to the contract ending date. Since that time JKP's staff have addressed all items on a limited punch list.

RECOMMENDATION

It is the recommendation of Staff that the City Council:

- (1) Accept the work performed by JKP Occupied Office Flooring Specialists, in a final contract amount of \$26,335, and authorize the City Clerk to file the Notice of Completion for Public Works Contract 2016-07.
- (2) Ratify Change Order No. 1 in the net reduction amount of \$507.00 to Public Works Contract 2016-07.

Lisa Ann Rapp *LAR*
Director of Public Works

Howard L. Chambers
City Manager



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COUNCIL AGENDA
June 27, 2017

TO: The Honorable Mayor and City Council

SUBJECT: Purchase Water Parts and Supplies

INTRODUCTION

The Water Resources Department orders and uses various parts and supplies needed for their operations.

STATEMENT OF FACT

The Purchasing Officer was requested to solicit bids for these parts and supplies. Required legal notices were posted and bid packages were distributed to four potential bidders. Of the total packages distributed, three were received by the established deadline.

On June 8, 2017, the Purchasing Officer, in the presence of the City Clerk, opened three sealed responses. The Purchasing Officer and the Water Administration Manager reviewed the three bids to determine that specifications had been successfully met and the bid totals were accurate.


Following is a summary of the bids. The bid totals include delivery and sales tax. Prices are valid until June 30, 2018.


- | | |
|-------------|-------------------|
| 1. S&J | \$62,525.00 |
| 2. Ferguson | \$63,894.00 |
| 3. C. Wells | bid is incomplete |

The apparent responsible and responsive low bidder meeting specifications is S&J Supply Co. of Santa Fe Springs, CA.

STAFF RECOMMENDATION

That the City Council authorize the purchase of water parts and supplies from S&J Supply Co. for a total price of \$62,525.00.


Diane Perkin
Director – Administrative Services

Howard L. Chambers
City Manager 

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Item 1.1.a - City Manager's Report
will be an oral presentation

MEMORANDUM

TO: CITY COUNCIL

FROM: CITY ATTORNEY

COPIES TO: CITY MANAGER
DIRECTOR OF ADMINISTRATIVE SERVICES
CITY CLERK

DATE: JUNE 27, 2017

SUBJECT: BUDGET - DETERMINING ANNUAL APPROPRIATIONS, SPENDING LIMITS FOR FISCAL YEAR 2017-2018, ADOPTION OF THE AMENDED BUDGET FOR FISCAL YEAR 2017-2018

Find attached the following:

1. Resolution authorizing the automatic appropriation of un-appropriated funds into the Fund Balance as specified by the Governmental Fund Balance Policy as of June 30, 2017. Article XIII.B (Gann) provides the total annual appropriation of each local government shall not exceed the appropriation limit of such entity for the prior year, adjusted for changes in cost of living, except as otherwise provided therein. The City, therefore, in preparing its budget must determine its appropriation limits in order to avoid some of the undesirable effects of Proposition 4 (Gann Initiative). One of the provisions of Article XIII.B as contained in XIII.B(2) is that revenues received by the City in excess of the annual amount appropriated in compliance with the Article during the fiscal year shall be returned by revisions of tax rate or fee schedules within the next two subsequent fiscal years. It is recommended that a resolution be adopted to reflect revisions, both as to budgeted revenues and expenditures, so the appropriations equal the actual revenues prior to consideration of the following.
2. Prior to adoption of the budget, it is recommended that the City, by separate resolution, determine its annual appropriation limit for the fiscal year 2017-2018. Find attached a resolution making that determination.

Unlike Proposition 13, which was a limitation on taxation raising money, Proposition 4 (Gann initiative), as amended by Proposition 111, is a limitation on spending money and relates to the proceeds of most types of taxes and revenue and some types of state subventions. The function of Article XIII.B is to regulate the appropriations of proceeds of taxes, which generally are tax revenues, user fees and charges (to the extent they exceed costs), interest and dividends earned on the investment of tax revenues, and certain subventions. State subventions that are included within the definition of "proceeds of taxes" are those that are received by the entity without restriction. Federal grants and subventions

are not included. Although Proposition 4 is technical, its basic mechanism is simple, and that is that the total annual appropriation of the City is subject to limitations. In other words, the total annual appropriation of proceeds from taxes (as previously defined) may not exceed the appropriations limit of the entity for the prior year, except as adjusted for changes in the cost of living and population (XIII.B Sections 1, 8[c], [e] and [f]). The limitation is the total appropriation of the prior year—not the actual appropriation of the prior year.

Pursuant to XIII.B.8.10.5, the appropriation limit for fiscal year 1986-1987 in the amount of \$14,339,821 is the limit for appropriations for fiscal year beginning July 1, 2017, adjusted by the changes made since then as authorized therein.

In addition, the following statutory provisions commencing with Sections 7900, et seq., of the Government Code, must be complied with:

1. Each year by resolution the City Council shall establish its appropriation limits for the following fiscal year, at either a regularly scheduled Council meeting or a noticed special meeting. Fifteen days prior to such meeting, documentation used in determination of the appropriation limit shall be available to the public (Section 7910). Find attached resolution making that determination.
2. Determination of the appropriation limit is a legislative act subject to judicial review (Section 7910).
3. For the 2017-2018 fiscal year the appropriation limit shall equal the following (Section 7902[b]):
 - a. The appropriation limit for the 1986-1987 fiscal year (\$14,339,821) multiplied by the product of the change in cost of living, as defined in Paragraph (2) of subdivision (3) of Section 8 of Article XIII.B. of the California Constitution and the change in population of local jurisdiction for the calendar year preceding the beginning of the fiscal year for which the appropriation limit is to be determined, and adjusted for other changes required or permitted by Article XIII.B. of the California Constitution.
4. In determining "change of California per capita personal income," reference must be made to Section 7901(a), and "change in cost of living," Section 7901(b), and "change in population," Section 7901(c).
5. In determining whether revenue received is in excess of the amount appropriated (and, therefore, must be returned to the taxpayers by a revision of tax rates and fee schedules as specified in XIII.B.2) Section 7901(h) defines said revenues as follows: "Revenues means all tax revenues and the proceeds to a local jurisdiction or the state received from (1) regulatory licenses, user charges, and user fees to the extent that these proceeds exceed the

costs reasonably borne by that entity in providing the regulation, product or service, and (2) the investment of tax revenues as described in subdivision (I) of Section 8 of Article XIII.B. For a local jurisdiction, revenues and appropriations shall also include subventions as defined in Section 7903 to be money which is unrestricted by statute.”

6. Not later than May 1 of each year the State Department of Finance shall notify the City of changes in the cost of living or changes in the California per capita income, whichever is lesser, and the population for each local jurisdiction for the prior calendar year, and these figures shall be used in the computation (Section 7909).
7. The aforementioned computation shall be contained in or attached as a schedule to the Resolution adopted prior to June 30, 2017 (Section 7910).

In addition, attached is a Resolution which may be used to adopt the budget. This Resolution should be adopted after adoption of the aforementioned Resolutions and the public hearing establishing the annual appropriation limits for fiscal year 2017-2018. In respect to adoption of the appropriation of funds for Fiscal Year 2016-2017 and the budget for Fiscal Year 2017-2018, please be further advised as follows:

1. Payroll warrants or checks need not be audited by the City Council prior to payment, provided the payroll is presented to the City Council for ratification and approval at the first meeting after delivery of the payroll warrants or checks. Warrants or checks drawn in payment of demands, certified or approved by the Director of Administrative Services as conforming to a budget approved by Resolution of the City Council, need not be audited by the City Council prior to payment if such warrants or checks are presented to the City Council for ratification and approval at the first meeting after delivery of the warrants or checks (Government Code Section 37208). The financial and accounting duties of the City Clerk have by ordinance been transferred to the Director of Administrative Services (LMC 3132). Approval of the budget by resolution will put into effect the aforementioned procedure, and checks or warrants of the City conforming to the budget may be drawn and paid by the Director of Administrative Services on the appropriate signature of the Mayor and/or Treasurer, provided the same are placed on the next Register of Demands for approval by the City Council.
2. Resolution approving the budget also appropriates funds for Fiscal Year 2017-2018. Unless the City Council should otherwise direct, all projects therein set forth are authorized by the Resolution approving the budget and may be performed without further Council direction. Checks drawn in payment of demands arising therefrom, and certified by the Director of Administrative Services as conforming to the budget, need not be audited prior to payment, and shall be presented to the City Council for ratification and approval at the first meeting of the City Council after delivery of the checks (Section 37208).

Adoption of Budget

June 27, 2017

Page 4

3. Each City officer, department, board or commission, including the governing body of any special district or school district whose jurisdiction lies wholly or partly within the City and whose function includes recommending preparation of plans for or construction of major public works, shall submit to the City Council a list of proposed public works recommended for planning initiation or construction during the fiscal year (Government Code Section 65401).
4. The Resolution approving the budget contains a provision authorizing the City Manager to proceed with specific projects enumerated in the budget. In addition, the Mayor is directed to execute all necessary contracts to carry out the foregoing. The purpose of this provision is to make sure the projects set forth in the budget are authorized and may be performed without further Council direction, unless otherwise required by law. For example, some projects and contracts may be awarded and proceeded on only following a public hearing before the City Council as required by law. Otherwise, where no such procedure or public hearing is required, or otherwise directed by the City Council, the Resolution enclosed authorizes the City Manager to arrange for the performance of any such projects enumerated in the budget.
5. In addition, Section 37110 of the Government Code authorizes the City Council to expend a sum not exceeding five percent (5%) of the money accruing to the General Fund in the fiscal year for music and promotion, including promotion of a sister city and town affiliation program. The Resolution approving the budget contains a finding in that regard, that the appropriations therein contained for promotion and music do not exceed five percent (5%) of the money accruing to the General Fund.
6. The Mayor is authorized to sign all warrants on the City Treasury and all written contracts and conveyances of the City, or in his absence, the Mayor Pro Tem (Gov. Code Section 40602). Therefore, where a project is authorized by the budget, the Mayor will execute the agreement, upon approval as to form by the City Attorney, without further Council approval. The City Council may, however, in any given case, direct otherwise. The City Council may by ordinance also authorize someone other than the Mayor to perform this function (Gov. Code Section 40602).
7. The Resolution also authorizes the City Manager to make transfers of budget appropriations between classifications and activities within funds. The purpose is to allow these transfers without frequent reference to the City Council for approval.

RESOLUTION NO. 2017-21

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAKEWOOD AMENDING THE BUDGET FOR FISCAL YEAR 2017-2018, AND AUTHORIZING THE APPROPRIATION OF RESERVE FUNDS INTO APPROPRIATE FUNDS AS OF JUNE 30, 2017

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

SECTION 1. The budget for the fiscal year ending June 30, 2017, is hereby amended to reflect that funds established and monies appropriated shall not be considered as restricted totally in their availability and use, and the amounts thereof may be adjusted between funds as necessary to serve the needs of the City.

SECTION 2. The budget heretofore adopted for the fiscal year ending June 30, 2017, is amended as provided herein.

SECTION 3. Any unencumbered appropriations in the General Fund at the close of business on June 30, 2017, including grant appropriations, shall be appropriated to the Fund Balance as specified by the Governmental Fund Balance Policy. Similarly, any un-appropriated balance in the General Fund at the close of business on June 30, 2017 is hereby appropriated into the Fund Balance as specified by the Governmental Fund Balance Policy. The revenue which will be recognized as a result of the carry forward of grant appropriations shall also be carried forward into Fiscal Year 2017-2018 as budgeted revenues.

SECTION 4. Any unencumbered appropriations in any other Fund of the budget shall be appropriated to the Fund Balance as specified by the Governmental Fund Balance Policy. Any other un-appropriated balance in any other Fund of the budget at the close of business on June 30, 2017 is hereby appropriated therein to the Fund Balance as specified by the Governmental Fund Balance Policy.

SECTION 5. This Resolution shall be effective upon adoption.

ADOPTED AND APPROVED THIS 27TH DAY OF JUNE, 2017.

Mayor

ATTEST:

City Clerk

RESOLUTION NO. 2017-22

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAKEWOOD DETERMINING THE TOTAL ANNUAL APPROPRIATION SUBJECT TO LIMITATION OF THE CITY OF LAKEWOOD FOR THE FISCAL YEAR 2017-2018

WHEREAS, the City Manager has prepared and submitted to the City Council a budget for the fiscal year commencing July 1, 2017; and

WHEREAS, prior to the adoption of the budget the City Council should determine its annual appropriations that are subject to limitation pursuant to Article XIII.B of the State Constitution; and

WHEREAS, said total annual appropriation subject to limitation of the City of Lakewood has been computed by the Director of Finance in accordance with the provisions of Article XIII.B and Government Code Sections 7900, et seq., all of which are attached hereto in appropriate schedules; and

WHEREAS, the City of Lakewood has complied with all of the provisions of Article XIII.B and Government Code Section 7902 in determining the total annual appropriation subject to limitation for the Fiscal Year 2017-2018.

SECTION 1. The City Council finds this Resolution and the schedules attached hereto as presented to it for adoption at a regular meeting of the City Council of the City of Lakewood on June 28, 2017, and that fifteen days prior to such meeting the documentation used in the determination of the appropriation limit was made available to public inspection.

SECTION 2. The total annual appropriations of the City of Lakewood subject to limitation as specified in Article XIII.B of the State Constitution for the Fiscal Year 2017-2018, commencing July 1, 2017, as set forth on Exhibit A attached hereto and made a part hereof, is hereby fixed and determined to be \$32,713,544.00.

SECTION 3. The City Clerk shall certify to the adoption of this Resolution, and shall maintain said Resolution along with Exhibit A attached hereto, and made a part hereof, in her office for public inspection.

ADOPTED AND APPROVED THIS 27TH DAY OF JUNE, 2017.

Mayor

ATTEST:

City Clerk

EXHIBIT A

Gann Limit Calculation	2017-18
50300002-46407	Interfund \$ 1,045,857.00
60200002-46407	Interfund 102,966.00
50100002-46408/10	Interfund 443,499.00
Total Interfund Revenue	<u>1,592,322.00</u>
Interfund Revenues	1,592,322.00
Other Revenues	<u>31,418,926.00</u>
Total revenues less taxes & investment income	<u><u>33,011,248.00</u></u>
Tax-related revenues	<u>32,440,824.00</u>
Taxes subject to Gann Limit without interest	<u><u>32,440,824.00</u></u>
Total Investment Earnings-all funds	<u>536,850.00</u>
Total Interest	<u><u>536,850.00</u></u>
Non-tax revenues	31,418,926.00
Tax-related revenues	<u>32,440,824.00</u>
Total revenues	<u><u>63,859,750.00</u></u>
Total revenues less taxes & investment income	31,418,926.00
Total revenues	<u>63,859,750.00</u>
% of Total	<u>0.4920</u>
Tax-related revenues	32,440,824.00
Total revenues	<u>63,859,750.00</u>
% of Total	<u>0.5080</u>
Interest Revenue	536,850.00
Non tax related revenues rate	<u>0.4920</u>
Interest proceeds from non-tax revenues	<u><u>264,129.60</u></u>
Interest Revenue	536,850.00
Tax related revenues rate	<u>0.5080</u>
Interest proceeds from tax revenues	<u><u>272,720.40</u></u>
Interest proceeds from tax revenues	272,720.40
	<u>32,440,824.00</u>
	<u><u>\$ 32,713,544.40</u></u>
Gann Limit (Using LA County Factor)	55,124,549.00
Proceeds subject to limit	<u><u>\$ 32,713,544.00</u></u>
	59.3%

RESOLUTION NO. 2017-23

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
LAKEWOOD AMENDING THE BUDGET AND
APPROPRIATING REVENUE FOR FISCAL YEAR 2017-2018

WHEREAS, the City Manager has prepared and submitted to the City Council a 2017-2018 Amended Budget, for the fiscal year commencing July 1, 2017, and ending June 30, 2018; and

WHEREAS, the City Council has reviewed and modified the City Manager's Proposed Budget; and

WHEREAS, the City Council held a public hearing on the 2017-2018 Proposed Amended Budget, as modified, on June 27, 2017, where all interested persons were heard; and

WHEREAS, the City Council has considered the budget and comments thereon, and has determined it is necessary for the efficient management of the City that certain sums of revenue be appropriated to the various departments, officers, and agencies and activities of the City as set forth in said budget, and as amended.

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

SECTION 1. The amended budget for the City of Lakewood for the fiscal year July 1, 2017 through June 30, 2018, is hereby adopted totaling an appropriation in the sum of \$101,823,259.00.

SECTION 2. Said budget hereby adopted is the aforementioned Proposed Biennial Budget prepared by the City Manager, and as amended by the City Council, entitled "Amended Budget 2017-2018, City of Lakewood, California," incorporated herein as though set forth in full. Said budget is hereby adopted as the Budget of the City of Lakewood for the 2017-2018 fiscal year, and shall remain in full force and effect until amended or modified by the City Council.

SECTION 3. The sums of money therein set forth are hereby appropriated from the revenues of the City to the departments, functions and funds therein set forth for expenditure during Fiscal Year 2017-2018.

SECTION 4. The City Council hereby finds and determines that the sums of money appropriated therein for promotion and music do not exceed five percent (5%) of the money accruing to the General Fund for Fiscal Year 2017-2018.

SECTION 5. The City Manager is hereby authorized and directed to arrange for the performance in accordance with the terms and provisions of law, of all specific projects enumerated in said budget, and the Mayor is directed to execute all necessary contracts to carry out the same.

SECTION 6. The City Manager shall have authority to incur obligations and enter into contracts for not to exceed twenty thousand dollars (\$20,000) without prior approval of the Council, provided that such expenditures are consistent with the budget and purchasing policy.

SECTION 7. The City Manager is authorized to make transfers of budget appropriations between classifications and activities within a fund.

SECTION 8. The City Clerk shall certify to the adoption of this Resolution, and the same shall be effective July 1, 2017.

ADOPTED AND APPROVED THIS 27TH DAY OF JUNE, 2017.

Mayor

ATTEST:

City Clerk

RESOLUTION NO. 2017-24

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAKEWOOD AUTHORIZING THE DIRECTOR OF ADMINISTRATIVE SERVICES TO CERTIFY TO CITY LIGHT AND POWER LAKEWOOD, INC., THAT BASIC FEE PAYMENTS HAVE BEEN INCLUDED IN THE BUDGET

WHEREAS, the City Council by Resolution No. 97-107 on November 12, 1997, entered into an agreement for street lighting maintenance by City Light and Power Lakewood, Inc.; and

WHEREAS, the City, in Paragraph 2 of said Agreement, covenanted to take certain action as necessary to include in the budget, effective July 1 of each year during the term of the Agreement, an appropriation for all basic fee payments; and

WHEREAS, the City Council finds that there are lawful available funds, after considering all of the other obligations and anticipated revenues of the City effective July 1, 2016, to appropriate all necessary funds for the basic fee payments during the Fiscal Year 2016-2017.

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

SECTION 1. The Director of Administrative Services is hereby directed to furnish City Light and Power Lakewood, Inc., and its Qualified Lienholder, or successors, not later than twenty (20) days following the adoption of the budget, a certificate of the City of Lakewood that the basic fee payments due in the Fiscal Year 2017-2018 have been included in the budget approved by the City Council.

SECTION 2. The City Clerk is directed to certify the adoption of this resolution.

ADOPTED AND APPROVED THIS 27TH DAY OF JUNE, 2017.

Mayor

ATTEST:

City Clerk

RESOLUTION NO. 2017-25

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAKEWOOD AUTHORIZING THE DIRECTOR OF ADMINISTRATIVE SERVICES TO CERTIFY TO CITY LIGHT AND POWER LAKEWOOD, INC., THAT BASIC FEE PAYMENTS HAVE BEEN INCLUDED IN THE BUDGET

WHEREAS, the City Council by Minute Order on March 24, 2015, entered into an agreement for Photovoltaic System maintenance by City Light and Power Lakewood, Inc.; and

WHEREAS, the City, in Section 2.05 of said Agreement, covenanted to take certain action as necessary to include in the budget, effective July 1 of each year during the term of the Agreement, an appropriation for all basic fee payments; and

WHEREAS, the City Council finds that there are lawful available funds, after considering all of the other obligations and anticipated revenues of the City effective July 1, 2016, to appropriate all necessary funds for the basic fee payments during the Fiscal Year 2016-2017.

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

SECTION 1. The Director of Administrative Services is hereby directed to furnish City Light and Power Lakewood, Inc., and its Qualified Lienholder, or successors, not later than twenty (20) days following the adoption of the budget, a certificate of the City of Lakewood that the basic fee payments due in the Fiscal Year 2017-2018 have been included in the budget approved by the City Council.

SECTION 2. The City Clerk is directed to certify the adoption of this resolution.

ADOPTED AND APPROVED THIS 27TH DAY OF JUNE, 2017.

Mayor

ATTEST:

City Clerk

RESOLUTION NO. 2017-26

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAKEWOOD AMENDING RESOLUTION NO. 2002-38 PERTAINING TO EMPLOYEE BENEFITS AND THE CLASSIFICATION AND COMPENSATION OF CITY OFFICERS AND EMPLOYEES, AND ESTABLISHING EMPLOYEE BENEFITS, DEFINING THE CONDITIONS AND HOURS OF EMPLOYMENT, AND ADOPTING A CLASSIFICATION AND COMPENSATION PLAN FOR CITY OFFICERS AND EMPLOYEES

WHEREAS, the Lakewood City Council heretofore adopted Resolutions No. 2003-38, 2003-69, 2004-35, 2005-24, 2006-34, 2007-25, 2008-32, 2009-24, 2010-30, 2011-33, 2012-29, 2013-29, 2014-27, 2015-70 and 2016-33 amending Resolution No. 2002-38 pertaining to Employee Benefits and the Classification and Compensation of City Officers and Employees; and

WHEREAS, Resolution 2016-33 approved a Memorandum of Understanding entered into between the Lakewood City Employees Association and the City Council's representatives effective for the period July 1, 2016 through June 30, 2018; and

WHEREAS, pursuant to the terms and provisions of the Meyers-Milias-Brown Act and Resolution 74-82, the City Council through its authorized representatives have met at reasonable times and places with the recognized employee organization for the purpose of conferring regarding matters within scope of representation, including wages, hours and other terms and conditions of employment; and

WHEREAS, said meetings have been conducted and said parties have conferred in good faith and an agreement has been reached; and

WHEREAS, the representatives of the City Council have made and entered into a memorandum of understanding with the Lakewood City Employees Association, and have recommended the same be approved by the City Council; and

WHEREAS, said agreement amends the terms of the Memorandum of Understanding approved in Resolution 2016-33 and is applicable fiscal years 2016-2018 commencing July 1, 2017 except as hereinafter stated otherwise, to the members of said organization; and

WHEREAS, representatives of said employee organization have requested that the City Council approve said memorandum of understanding as a binding contract of the city and said employee organization, and as such the same would amend the aforementioned resolutions; and

WHEREAS, as such the same on August 19, 2011, the California Public Employees Retirement System adopted Title 2 of the California Code of Regulations, Section 570.5 to further define those items of compensation which will be included in a member's compensation for purposes of determining the member's retirement allowance and to clarify existing law which limited pay rates to amounts set forth on a publicly available pay schedule;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Lakewood as follows:

SECTION 1. The current Memorandum of Understanding is amended as specified in Exhibit "A" attached, and hereby affirmed.

SECTION 2. The Wage, Salary and Classification Plan as listed on Exhibit "B" B hereto attached are hereby affirmed.

SECTION 3. The Agreement, as specified in Attachment "A" attached, is hereby affirmed.

SECTION 4. All funds necessary to carry out the provisions of this resolution are hereby appropriated to the proper budgetary account. The compensation provided in Attachment "B" shall be effective June 18, 2017, as to all affected employees in the City's service on that date.

ADOPTED AND APPROVED THIS 27TH DAY OF JUNE 2017.

Mayor

ATTEST:

City Clerk

AGREEMENT

This Agreement is entered into by and between the City of Lakewood (City) and the Lakewood City Employees' Association (LCEA) in light of the following:

A. Pursuant to Article 44 of the Memorandum of Understanding (MOU) now in effect between the City and LCEA, the parties have met and conferred during the current fiscal year on issues involving certification pay, sick leave cash-out, and the cafeteria allowance.

B. The parties acknowledge that they have now fully discharged their obligations to one another on the aforementioned items for the current fiscal year pursuant to MOU Article 44.

C. The parties have reached the following agreements, and acknowledge that they have fully discharged their obligations to each other pursuant to the Meyers-Milias-Brown Act, Government Code section 3500, et seq., for the current fiscal year.

Based upon the foregoing, the parties agree as follows:

1. Article 12. Sick Leave, Section B is amended, effective July 1, 2017, to read as follows:

(B) Accumulation and Payoff.

- (1) Employees that have elected a 240-hour sick leave cap will on the last pay day each November be paid in cash for any accumulated and unused sick leave in excess of 240-hour sick leave cap on accumulation at the rate of 60% of said excess. Said cash payment shall be at the employee's rate of pay as of the pay day immediately preceding the last pay day in November.

Employees that have elected either the 320-hour or 350-hour sick leave cap will on the last pay day each November be paid in cash for any accumulated and unused sick leave in excess of their elected sick leave cap on accumulation at the rate of 70% of said excess. Said cash payment shall be at the employee's rate of pay as of the pay day immediately preceding the last pay day in November.

2. Article 13. Sick Leave and Termination of Employment is amended, effective July 1, 2017, to read as follows:

Sick leave is a privilege extended by the City and employees are expected to build a reserve to use as needed. Therefore, earned but unused sick leave is accumulated for the purpose of reimbursing employees who are absent from gainful employment due to sickness. As a result, employees shall not be

compensated for accrued, unused sick leave upon termination of employment except as stated below:

City will provide sick leave payoff to employees retiring directly from City service under the Public Employees' Retirement System based on the following formula:

(A) Retiring employee that elects a 240-hour base will be paid at the time of retirement 50% of all accumulated and unused sick leave hours. Payment shall be made at the employee's regular rate of pay.

Retiring employee that elects either the 320-hour or 350-hour base will be paid at the time of retirement 75% of all accumulated and unused sick leave hours. Payment shall be made at the employee's regular rate of pay.

(B) The payment due under item (A) above shall be made to the employee's 401(a) Plan account.

3. The City will continue to gather information regarding the Associations request for certification pay for welding duties associated with the Skilled Trades Worker classification. A review of the job classification, work orders, work assignments, and other information will need to be completed before a counter proposal can be made. The City will provide the Association with a timeline to show good faith in continuing to review the proposal that was initially presented to the City.
4. Except as set forth above, the provisions of the existing MOU between the parties shall remain unchanged and in full force and effect.


Date: 6/14/17, 2017

LAKESWOOD CITY EMPLOYEES'
ASSOCIATION

By: 
Alejandro Meza
LCEA President

Date: 6/14/17, 2017

CITY OF LAKESWOOD

By: 
Howard Chambers
City Manager

**WAGE, SALARY AND CLASSIFICATION PLAN
FY 2017-2018
(Effective June 18, 2017)**

**GENERAL OR MISCELLANEOUS EMPLOYEES
(LAKEWOOD CITY EMPLOYEES ASSOCIATION)**

Schedule No.	Classification	Step 1 Monthly*	Step 2 Monthly*	Step 3 Monthly*	Step 4 Monthly*	Step 5 Monthly*
1A	Intermediate Clerk Typist	3197	3356	3525	3699	3884
2A	PABX Operator/Receptionist	3280	3441	3616	3795	3987
6A	Account Clerk	3618	3797	3990	4189	4399
6A	Senior Clerk	3618	3797	3990	4189	4399
7A	Maintenance Worker	3708	3891	4087	4289	4505
8A	Administrative Clerk	3800	3992	4190	4400	4623
8A	Customer Service Liaison	3800	3992	4190	4400	4623
8A	Parking Control Officer	3800	3992	4190	4400	4623
8A	Public Utility Customer Service Representative	3800	3992	4190	4400	4623
8A	Purchasing Clerk	3800	3992	4190	4400	4623
10A	Building Clerk	3997	4195	4406	4628	4860
10A	Community Safety Specialist	3997	4195	4406	4628	4860
10A	Park Maintenance Worker	3997	4195	4406	4628	4860
10A	Senior Account Clerk	3997	4195	4406	4628	4860
12A	Personnel Clerk	4198	4408	4629	4862	5104
12A	Secretary	4198	4408	4629	4862	5104
12A	Tree Trimmer I	4198	4408	4629	4862	5104
12A	Water Utility Worker	4198	4408	4629	4862	5104
13A	Accounting Technician	4302	4516	4741	4980	5229
13A	Licensed Pesticide Applicator	4302	4516	4741	4980	5229
13A	Senior Park Maintenance Worker	4302	4516	4741	4980	5229
13A	Skilled Trades Worker	4302	4516	4741	4980	5229
14A	Centre AV Technician	4408	4629	4862	5104	5360
14A	Graphics & Media Technician	4408	4629	4862	5104	5360
14A	Irrigation Repair Worker	4408	4629	4862	5104	5360
14A	Light Equipment Operator	4408	4629	4862	5104	5360
14A	Media Operations Spec. I	4408	4629	4862	5104	5360
15A	Administrative Secretary	4516	4741	4980	5229	5490
15A	Fleet Maintenance Technician	4516	4741	4980	5229	5490
15A	Personnel Technician	4516	4741	4980	5229	5490
15A	Senior Water Utility Worker	4516	4741	4980	5229	5490
15A	Tree Trimmer II	4516	4741	4980	5229	5490
16A	Maintenance Carpenter	4632	4865	5107	5364	5631
16A	Maintenance Painter	4632	4865	5107	5364	5631
16A	Maintenance Plumber	4632	4865	5107	5364	5631
18A	Fleet Maintenance Lead Worker	4867	5110	5366	5634	5918
18A	Media Operations Spec. II	4867	5110	5366	5634	5918
18A	Park Maintenance Lead Worker	4867	5110	5366	5634	5918
18A	Parking Control Lead Worker	4867	5110	5366	5634	5918
18A	Public Works Technician	4867	5110	5366	5634	5918
18A	Pump Station Operator	4867	5110	5366	5634	5918
18A	Skilled Trades Lead Worker	4867	5110	5366	5634	5918
18A	Tree Lead Worker	4867	5110	5366	5634	5918
19A	Printing Services Lead Worker	4990	5238	5499	5777	6065
20A	Deputy City Clerk	5110	5366	5634	5918	6212
20A	Water Distribution Lead Worker	5110	5366	5634	5918	6212
23A	Water Production Lead Worker	5506	5782	6071	6374	6693
24A	Public Works Inspector	5644	5926	6224	6534	6861
26A	Maintenance Electrician	5926	6223	6536	6860	7206
29A	Helicopter Pilot I	6399	6718	7054	7408	7776

*Published monthly rates are rounded to whole dollars. Actual rates are rounded to four decimal places

**WAGE, SALARY AND CLASSIFICATION PLAN
FY 2017-2018
(Effective June 18, 2017)**

SUPERVISORY AND JUNIOR ADMINISTRATIVE EMPLOYEES

Schedule		Step 1	Step 2	Step 3	Step 4	Step 5
No.	Classification	Monthly*	Monthly*	Monthly*	Monthly*	Monthly*
15B	Management Aide	4517	4741	4980	5229	5490
16B	Administrative Assistant I	4639	4872	5116	5373	5642
16B	Crime Prevention Specialist	4639	4872	5116	5373	5642
16B	Planning Technician	4639	4872	5116	5373	5642
18B	Accountant	4875	5119	5377	5644	5927
18B	Supervising Parking Control Officer	4875	5119	5377	5644	5927
20B	Recreation Program Coordinator	5121	5378	5645	5930	6224
20B	Video Producer	5121	5378	5645	5930	6224
22B	Administrative Assistant II	5379	5648	5932	6229	6539
22B	Executive Secretary	5379	5648	5932	6229	6539
24B	Assistant Planner	5652	5936	6234	6546	6874
24B	Community Conservation Rep.	5652	5936	6234	6546	6874
24B	Community Services Supervisor	5652	5936	6234	6546	6874
24B	Community Transportation Supervisor	5652	5936	6234	6546	6874
24B	Human Resources Analyst	5652	5936	6234	6546	6874
24B	Media Services Coordinator	5652	5936	6234	6546	6874
24B	Public Information Specialist	5652	5936	6234	6546	6874
26B	Housing Specialist	5945	6243	6553	6882	7226
26B	Senior Management Analyst	5945	6243	6553	6882	7226
27B	Environmental Resources Supv.	6088	6394	6713	7049	7401
27B	Facilities Maint. Supervisor	6088	6394	6713	7049	7401
27B	Fleet Manager	6088	6394	6713	7049	7401
27B	Tree& Hardscape Supervisor	6088	6394	6713	7049	7401
28B	Community Relations Manager	6240	6551	6880	7222	7588
28B	Senior Producer	6240	6551	6880	7222	7588
28B	Water Distribution Supervisor	6240	6551	6880	7222	7588
29B	Associate Planner	6399	6718	7054	7408	7776
29B	Environmental Programs Manager	6399	6718	7054	7408	7776
29B	GIS Analyst	6399	6718	7054	7408	7776
29B	Water Administration Manager	6399	6718	7054	7408	7776
31B	Community Services Manager	6723	7057	7412	7784	8169
31B	Senior Human Resources Analyst	6723	7057	7412	7784	8169
31B	Senior Accountant	6723	7057	7412	7784	8169
33B	Helicopter Pilot II	7056	7410	7783	8168	8578

*Published monthly rates are rounded to whole dollars. Actual rates are rounded to four decimal places

**WAGE, SALARY AND CLASSIFICATION PLAN
FY 2017-2018
(Effective June 18, 2017)**

MANAGEMENT AND ADMINISTRATIVE OFFICERS

Schedule No.	Classification	Step 1 Monthly*	Step 2 Monthly*	Step 3 Monthly*	Step 4 Monthly*	Step 5 Monthly*
32B	Crime Prevention Manager	6892	7236	7596	7976	8377
32B	Project Manager	6892	7236	7596	7976	8377
32B	Community Development Coordinator	6892	7236	7596	7976	8377
34B	Neighborhood Preservation Mgr.	7232	7596	7975	8374	8794
35B	Senior Planner	7413	7785	8173	8580	9009
35B	Executive Assistant	7413	7785	8173	8580	9009
36B	IT Services Manager	7598	7980	8378	8795	9235
36B	Senior Project Manager	7598	7980	8378	8795	9235
36B	Finance Manager	7598	7980	8378	8795	9235
38B	Assistant to the City Manager	7985	8386	8803	9243	9706
38B	Parks Superintendent	7985	8386	8803	9243	9706
38B	Purchasing Officer	7985	8386	8803	9243	9706
39B	City Architect	8185	8594	9023	9475	9948
40B	Asst. Dir., Rec. & Comm. Serv.	8397	8818	9260	9720	10207
40B	Asst. Director, Admin Services	8397	8818	9260	9720	10207
40B	Asst. Director, Comm. Dev.	8397	8818	9260	9720	10207
40B	Asst. Director, Public Works	8397	8818	9260	9720	10207
40B	Asst. Director of Water Resources	8397	8818	9260	9720	10207
40B	City Clerk	8397	8818	9260	9720	10207
40B	Human Resources Manager	8397	8818	9260	9720	10207
40B	Public Information Officer	8397	8818	9260	9720	10207

***Published monthly rates are rounded to whole dollars. Actual rates are rounded to four decimal places**

**WAGE, SALARY AND CLASSIFICATION PLAN
FY 2017-2018
(Effective June 18, 2017)**

EXECUTIVE MANAGEMENT OFFICERS

Schedule No.	Classification	Step 1 Monthly*	Step 2 Monthly*	Step 3 Monthly*	Step 4 Monthly*	Step 5 Monthly*
EDCM	Deputy City Manager	12825	13468	14141	14847	15591
EDCD	Director of Comm. Dev	12825	13468	14141	14847	15591
EDRS	Director of Recreation and Community Services	12825	13468	14141	14847	15591
EDWR	Director of Water Resources	13012	13662	14345	15062	15815
EACM	Asst. City Mgr	13683	14367	15084	15839	16631
EDPW	Director of Public Works	13683	14367	15086	15839	16631
EDAS	Director of Administrative Services	15102	15859	16650	17483	18357

***Published monthly rates are rounded to whole dollars. Actual rates are rounded to four decimal places**

COUNCIL AGENDA

June 27, 2017

TO: The Honorable Mayor and City Council

SUBJECT: ABC Unified School District Community Recreation Program

INTRODUCTION


The City of Lakewood has had a partnership with ABC Unified School District since 1973. The agreement with ABC Unified School District provides for community recreation programs to be performed by the City or District upon property of the District or City at Palms Park and Palms Elementary School.


STATEMENT OF FACT

The City entered into an agreement with ABC Unified School District in 1973 and the City has determined that sharing the property is of benefit to both Lakewood residents and students at the District's school(s). The City is desirous of continuing to contract with ABC Unified School District for this purpose.

RECOMMENDATION

Staff recommends that the City Council approve the Agreement with ABC Unified School District to continue to provide recreational facilities to students and residents for the period of July 1, 2017 to June 30, 2018.

Lisa Litzinger, Director
Recreation and Community Services 

Howard L. Chambers
City Manager 

RESOLUTION NO. 2017-27

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
LAKEWOOD AMENDING AND RENEWING A COMMUNITY
RECREATION PROGRAM AGREEMENT WITH THE ABC
UNIFIED SCHOOL DISTRICT

WHEREAS, the City of Lakewood, a municipal corporation, sometimes hereinafter referred to as "City," and the ABC Unified School District of Los Angeles County, California, sometimes hereinafter referred to as "District," have made and entered into a written agreement entitled "Agreement - Community Recreation Program - Joint Exercise of Powers," dated February 13, 1973; and

WHEREAS, the said agreement provides for community recreation programs to be performed by the City or District upon property of the District or City in accordance with the terms and provisions of said agreement and the resolution designating said program; and

WHEREAS, the City and District each year thereafter have entered into resolutions authorizing a community recreational program pursuant to the terms and provisions of said agreement during the fiscal year; and

WHEREAS, the City and District desire to renew said community recreation program for the current fiscal year commencing July 1, 2017 and ending June 30, 2018 subject to the terms and provisions of said agreement, and as hereinafter provided.

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

SECTION 1. District Approval Required

This resolution is subject to approval of the governing board of the ABC Unified School District, and shall not be effective for any purpose until approved by such governing board.

SECTION 2. Community Recreation and Joint Powers Agreement to Govern

Upon acceptance and approval of this resolution by the governing board of the District, the agreement entitled "Agreement - Community Relation Program - Joint Exercise of Powers," dated February 13, 1973, shall govern the term and provisions of this Community Recreation Program, except as otherwise provided in this resolution.

SECTION 3. City's Community Recreation Program

A Community Recreation Program shall be conducted by the City on the following land, buildings and facilities of the District, and during the following items:

Any and all land, buildings and facilities at Palms Elementary School, and at any time, subject to approval of the District.

SECTION 4. District's Recreation Program

A Community Recreation Program shall be conducted by the District on the following land, facilities and buildings of the City during the following times:

Any and all land, buildings and facilities at Palms Park, and at any time, subject to approval of the City.

SECTION 5. Fees and Charges

The City reserves the right to recover part of its expenses of said Community Recreation Program, such as field trips, etc. through the collection of fees from participants. The amount of said fees shall be determined by the City, but shall be reasonable enough to encourage rather than discourage participation in the Community Relation Program. All monies so collected shall remain the property of the City.

SECTION 6. Term

This resolution and the services hereunder shall be effective July 1, 2017 and ending June 30, 2018, and shall be subject to earlier termination as provided in the aforementioned agreement.

ADOPTED AND APPROVED THIS 27TH DAY OF JUNE, 2017.

Mayor

ATTEST:

City Clerk

APPROVAL BY ABC UNIFIED SCHOOL DISTRICT

The aforementioned resolution was approved by the governing board of the ABC Unified School District, at a meeting thereof held on _____, and entered into the minutes of said meeting.

Dated: _____

Clerk of the Board

COUNCIL AGENDA
June 27, 2017

TO: The Honorable Mayor and City Council

SUBJECT: Community Family Guidance Center Agreement

INTRODUCTION

The City of Lakewood has had a long-time partnership with the Community Family Guidance Center to provide counseling services for families and juvenile residents of the City of Lakewood.

STATEMENT OF FACT

Community Family Guidance Center has been at the forefront of child abuse prevention and treatment in southeast Los Angeles County since 1978.

The city entered into an agreement with Community Family Guidance Center in 1995. The city is desirous of continuing to contract with Community Family Guidance Center for performing counseling services for families and juvenile residents of the City of Lakewood and believes that providing counseling services to children, parents, and families is a public purpose, and for the general welfare and benefit of the public.

The city has allocated the sum of \$9,000.00 for this service. In an effort to ensure the proper documentation and record keeping of all Community Development Block Grant (CBDG) funding regulations, the city has updated the internal documents and files as well as all sub-recipient agreements.

RECOMMENDATION

Staff recommends that the City Council approve the Agreement with Community Family Guidance Center to provide counseling services to the residents of Lakewood for the period of July 1, 2017 to June 30, 2018.

Lisa Litzinger, Director
Recreation and Community Services



Howard L. Chambers
City Manager



RESOLUTION NO. 2017-28

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAKEWOOD RENEWING AN AGREEMENT BETWEEN THE CITY OF LAKEWOOD AND COMMUNITY FAMILY GUIDANCE CENTER PROVIDING COUNSELING SERVICES FOR FAMILIES AND JUVENILE RESIDENTS OF THE CITY OF LAKEWOOD FOR THE FISCAL YEAR 2017-2018

WHEREAS, the City is desirous of contracting with Community Family Guidance Center for the performance of counseling services for families and juvenile residents of the City of Lakewood; and

WHEREAS, Community Family Guidance possesses the manpower, equipment and skills requisite and necessary to furnish said services for the City; and

WHEREAS, the City Council has determined that providing counseling services for families and juvenile residents is a public purpose and for general welfare and public benefit;

WHEREAS, the City has allocated \$9,000 in the 2017-2018 budget for the purpose of providing intake and assessment, individual therapy for children and parents, group therapy, family therapy, parent education classes, and other counseling services to residents of the City;

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

SECTION 1. That certain agreement entitled "Agreement for Services," between the City of Lakewood, a municipal corporation, and Community Family Guidance Center, a non-profit corporation, for counseling services for families and juvenile residents of the City of Lakewood is hereby renewed for the fiscal year 2017-2018, commencing July 1, 2017 and ending June 30, 2018.

SECTION 2. The Mayor and the City Clerk are hereby authorized and directed to execute said Amendment to Agreement by and on behalf of the City of Lakewood. Said Amendment to Agreement shall be effective when approved by the Community Family Guidance Center.

ADOPTED AND APPROVED THIS 27TH DAY OF JUNE, 2017.

Mayor

ATTEST:

City Clerk

ACCEPTANCE BY COMMUNITY FAMILY GUIDANCE CENTER

THE UNDERSIGNED, being the _____ of COMMUNITY FAMILY GUIDANCE CENTER, a non-profit corporation, does hereby certify and state that they are authorized and directed to accept this Amendment to Agreement by and on behalf of the Community Family Guidance Center, and that Community Family Guidance Center, does hereby agree to the extension of said agreement for the fiscal year 2017-2018 as set forth in said agreement and this resolution.

COMMUNITY FAMILY GUIDANCE CENTER

By _____

Title _____

COUNCIL AGENDA

June 27, 2017

TO: The Honorable Mayor and City Council

SUBJECT: Human Services Association Agreement

INTRODUCTION

The City of Lakewood has had a partnership with Human Services Association to provide senior citizen congregate and home delivered meals at the Weingart Senior Center. These services assist senior residents to maintain a suitable living environment and to help them to remain in their homes and sustain a safe and manageable level of nutritional health in order to prevent institutionalization.

STATEMENT OF FACT

Founded in 1940, Human Services Association is a community based agency providing a wide range of social services to residents of southeast Los Angeles County.

The city entered into an agreement with Human Services Association in 2007. The city is desirous of continuing to contract with the Human Services Association for providing congregate meals to frail and isolated senior citizens.

The city has allocated the sum of \$5,500 for this service. In an effort to ensure the proper documentation and record keeping of all Community Development Block Grant (CBDG) funding regulations, the city has updated the internal documents and files as well as all sub-recipient agreements.

RECOMMENDATION

Staff recommends that the City Council approve the Agreement with the Human Services Association to provide congregate and home delivered meals to the residents of Lakewood for the period of July 1, 2017 to June 30, 2018.

Lisa Litzinger, Director
Recreation and Community Services



Howard L. Chambers
City Manager



RESOLUTION NO. 2017-29

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAKEWOOD RENEWING THE AGREEMENT BETWEEN THE CITY OF LAKEWOOD AND THE HUMAN SERVICES ASSOCIATION (HSA) TO PROVIDE SERVICES FOR SENIOR ADULT RESIDENTS OF THE CITY OF LAKEWOOD FOR THE FISCAL YEAR 2017-2018

WHEREAS, the City is desirous of contracting with the Human Services Association for providing services for senior adult residents of the City of Lakewood, including congregate and home delivered meals; and

WHEREAS, the Human Services Association possesses the manpower, equipment and skills requisite and necessary to furnish said services for the City; and

WHEREAS, the City has allocated the sum of \$5,500 in the 2017-2018 budget for this service;

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

SECTION 1. That certain agreement entitled "Agreement for Services," between the City of Lakewood, a municipal corporation, and the Human Services Association, a community non-profit corporation, that will provide services, including congregate home delivered meals for senior residents of the City of Lakewood is hereby renewed for the fiscal year 2017-2018, commencing July 1, 2017 and ending June 30, 2018.

SECTION 2. The Mayor and the City Clerk are hereby authorized and directed to execute said Amendment to Agreement by and on behalf of the City of Lakewood. Said Amendment to Agreement shall be effective when approved by Human Services Association.

ADOPTED AND APPROVED THIS 27TH DAY OF JUNE, 2017.

Mayor

ATTEST:

City Clerk

ACCEPTANCE BY HUMAN SERVICES ASSOCIATION

THE UNDERSIGNED, being the _____ of the HUMAN SERVICES ASSOCIATION, a non-profit corporation, does hereby certify and state that they are authorized and directed to accept this Amendment to Agreement by and on behalf of the HUMAN SERVICES ASSOCIATION, and that the HUMAN SERVICES ASSOCIATION, does hereby agree to the extension of said agreement for the fiscal year 2017-2018 as set forth in said agreement and this resolution.

HUMAN SERVICES ASSOCIATION

By _____

Title _____

COUNCIL AGENDA

June 27, 2017

TO: The Honorable Mayor and City Council

SUBJECT: Lakewood Meals on Wheels Agreement

INTRODUCTION

The City of Lakewood has had a partnership with Lakewood Meals on Wheels since 1975. Lakewood Meals on Wheels provides home delivery of nutritional meals to the elderly handicapped and convalescing, thereby reducing or eliminating the need for premature or prolonged institutionalization.


STATEMENT OF FACT


The city entered into an agreement with Lakewood Meals on Wheels in 1995 and the city has determined that providing subsidized meals to Lakewood residents unable to afford to pay and to reimburse volunteer drivers for mileage is a public purpose, and for the general welfare and public benefit. The city is desirous of continuing to contract with the Lakewood Meals on Wheels for this purpose.

The city has allocated the sum of \$10,500.00 for this service. In an effort to ensure the proper documentation and record keeping of all Community Development Block Grant (CBDG) funding regulations, the city has updated the internal documents and files as well as all sub-recipient agreements.

RECOMMENDATION

Staff recommends that the City Council approve the Agreement with Lakewood Meals on Wheels to provide services to the residents of Lakewood for the period of July 1, 2017 to June 30, 2018.

Lisa Litzinger, Director
Recreation and Community Services 

Howard L. Chambers 
City Manager

RESOLUTION NO. 2017-30

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
LAKEWOOD RENEWING AN AGREEMENT BETWEEN THE
CITY OF LAKEWOOD AND LAKEWOOD MEALS ON
WHEELS FOR THE FISCAL YEAR 2017-2018

WHEREAS, Lakewood Meals on Wheels, since 1975, has recruited citizens for voluntary services to the community; and

WHEREAS, these services involve the home delivery of nutritional meals to the elderly, handicapped and convalescing, thereby reducing or eliminating the need for premature or prolonged institutionalization; and

WHEREAS, the foregoing is a public purpose and for the general welfare and public benefit of the City of Lakewood; and

WHEREAS, the City Council for the fiscal year 2017-2018 budgeted \$10,500 to reimburse Lakewood Meals on Wheels for payments made for travel to volunteers performing these services for said Meals on Wheels and for meal cost subsidy for low-income Lakewood residents.

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

SECTION 1. That certain agreement entitled "Agreement for Services," between the City of Lakewood, a municipal corporation, and Lakewood Meals on Wheels, a non-profit corporation, providing meals for convalescent, elderly and handicapped residents of the City of Lakewood, is hereby renewed for the fiscal year 2017-2018 commencing July 1, 2017 and ending June 30, 2018.

SECTION 2. The Mayor and the City Clerk are hereby authorized and directed to execute said Amendment to Agreement by and on behalf of the City of Lakewood. Said Amendment to Agreement shall be effective when approved by Lakewood Meals on Wheels.

ADOPTED AND APPROVED THIS 27TH DAY OF JUNE, 2017.

Mayor

ATTEST:

City Clerk

ACCEPTANCE BY LAKEWOOD MEALS ON WHEELS

THE UNDERSIGNED, being the _____ of LAKEWOOD MEALS ON WHEELS, a non-profit corporation, does hereby certify and state that they are authorized and directed to accept this Amendment to Agreement by and on behalf of the Lakewood Meals on Wheels, and that Lakewood Meals on Wheels, does hereby agree to the extension of said agreement for the fiscal year 2017-2018 as set forth in said agreement and this resolution.

LAKEWOOD MEALS ON WHEELS

By _____

Title _____

COUNCIL AGENDA

June 27, 2017

TO: The Honorable Mayor and City Council

SUBJECT: Pathways Volunteer Hospice Agreement

INTRODUCTION

The City of Lakewood has had a long-time partnership with Pathways Volunteer Hospice to provide services to terminally ill residents of the City of Lakewood and support services to their family members.

STATEMENT OF FACT

Pathways Volunteer Hospice is a non-profit organization dedicated to providing service to the terminally ill and providing compassionate support to grieving families since 1985.

The city entered into an agreement with Pathways Volunteer Hospice in 1995 and the city has determined that providing case management, volunteer supervision and bereavement services to Lakewood residents is a public purpose, and for the general welfare and public benefit. The city is desirous of continuing to contract with the Pathways Volunteer Hospice for this purpose.

The city has allocated the sum of \$9,000.00 for this service. In an effort to ensure the proper documentation and record keeping of all Community Development Block Grant (CBDG) funding regulations, the city has updated the internal documents and files as well as all sub-recipient agreements.

RECOMMENDATION

Staff recommends that the City Council approve the Agreement with Pathways Volunteer Hospice to provide services to the residents of Lakewood for the period of July 1, 2017 to June 30, 2018.

Lisa Litzinger, Director
Recreation and Community Services



Howard L. Chambers
City Manager



RESOLUTION NO. 2017-31

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAKEWOOD RENEWING AN AGREEMENT BETWEEN THE CITY OF LAKEWOOD AND THE PATHWAYS VOLUNTEER HOSPICE, INC. PROVIDING SERVICES FOR TERMINALLY ILL RESIDENTS OF THE CITY OF LAKEWOOD FOR THE FISCAL YEAR 2017-2018

WHEREAS, the City is desirous of contracting with the Pathways Volunteer Hospice, Inc. for the performance of support services for the terminally ill residents and support services to their family members of the City of Lakewood; and

WHEREAS, Pathways Hospice possesses the manpower, equipment and skills requisite and necessary to furnish said services for the City; and

WHEREAS, the City Council has determined that providing case management, volunteer supervision and bereavement services to Lakewood residents is a public purpose, and for the general welfare and public benefit;

WHEREAS, the GRANTEE has allocated \$9,000.00 in the 2017-2018 budget for the purpose of providing services to terminally ill residents of the City of Lakewood and support services to their family members; and

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

SECTION 1. That certain agreement entitled "Agreement for Services for the Terminally Ill," between the City of Lakewood, a municipal corporation, and the Pathways Volunteer Hospice, Inc., a community non-profit charitable service, for services for the terminally ill residents of the City of Lakewood is hereby renewed for the fiscal year 2017-2018, commencing July 1, 2017 and ending June 30, 2018.

SECTION 2. The Mayor and the City Clerk are hereby authorized and directed to execute said Amendment to Agreement by and on behalf of the City of Lakewood. Said Amendment to Agreement shall be effective when approved by Pathways Volunteer Hospice, Inc.

ADOPTED AND APPROVED THIS 27TH DAY OF JUNE, 2017.

Mayor

ATTEST:

City Clerk

ACCEPTANCE BY PATHWAYS VOLUNTEER HOSPICE, INC.

THE UNDERSIGNED, being the _____ of PATHWAYS VOLUNTEER HOSPICE, INC., a non-profit corporation, does hereby certify and state that they are authorized and directed to accept this Amendment to Agreement by and on behalf of the Pathways Volunteer Hospice, Inc., and that Pathways Volunteer Hospice, Inc., does hereby agree to the extension of said agreement for the fiscal year 2017-2018 as set forth in said agreement and this resolution.

PATHWAYS VOLUNTEER HOSPICE, INC.

By _____

Title _____

TO: The Honorable Mayor and City Council

SUBJECT: Agreement for Memorandum of Understanding with Diamond Environmental Services

INTRODUCTION

A concern in any Emergency Response Plan is the ability to obtain emergency restrooms for first responders. The Emergency Agreement with Diamond Environmental Services is designed to provide all emergency response agencies a tool to order additional restrooms at the required quantities. Diamond Environmental Services commits to make the city's requests for any emergency order a top priority.

STATEMENT OF FACTS

This agreement shall provide a broad framework for cooperation and understanding between Diamond Environmental Services and the City of Lakewood in providing assistance and service to Lakewood personnel in the event of an emergency.

In continuing with the city's commitment to the National Incident Management System (NIMS) compliance implementation, it is an important part of the management system to provide for a fully integrated and coordinated response to emergencies. Implementation of the Emergency Agreement with Diamond Environmental Services will help expedite the procurement of emergency restrooms during a disaster.

RECOMMENDATION

Staff recommends the City Council approve the agreement with Diamond Environmental Services as a tool to expedite the procurement of emergency restrooms.

Lisa Litzinger, Director
Recreation and Community Services



Howard L. Chambers
City Manager



COUNCIL AGENDA

June 27, 2017

TO: The Honorable Mayor and City Council

SUBJECT: Renewal of the Agreements with LandCare for Median Landscape Maintenance, and Mowing Services of City Facilities

INTRODUCTION

LandCare is the current provider of maintenance of the city's contracted landscaped medians on Bloomfield Avenue, Pioneer Boulevard, Centralia Street, and Del Amo Boulevard. LandCare also provides contracted mowing services of the large open turf areas at the city's Water Yard and at 12 city parks.

STATEMENT OF FACT

Landcare, formerly TruGreen LandCare, has performed mowing services since the original agreement was approved in 1990. In August 2004, LandCare acquired U.S. Landscapes, Inc. U.S. Landscapes, Inc. had the original medians contract on Bloomfield Avenue and Pioneer Boulevard. Since that acquisition, LandCare has performed contract services to date. In 2007, the Centralia Street and Del Amo Boulevard medians were added to the contract. In 2014, new agreements were approved to re-establish terms and conditions. Staff is pleased with the current work performed by LandCare on our medians, at the Water Yard, and on our parks. LandCare has agreed to keep billing at the same price as the last fiscal year. Costs will be \$45,498.24 for our median landscape maintenance, and \$40,713.12 for mowing services of city facilities for fiscal year 2017-2018.

RECOMMENDATION

It is the recommendation of the Recreation and Community Services staff that the City Council:

- 1) Renew the agreements for contract services of our landscaped medians and facilities mowing with LandCare for the new fiscal year.
- 2) Authorize the Mayor and City Clerk to sign the renewals of the agreements for median landscape maintenance at an annual cost of \$45,498.24, and for mowing services of city facilities at an annual cost of \$40,713.12.

Lisa Litzinger, Director
Recreation and Community Services



Howard L. Chambers
City Manager



COUNCIL AGENDA

June 27, 2017

TO: The Honorable Mayor and City Council

SUBJECT: Agreement for Memorandum of Understanding with Nestle Waters

INTRODUCTION

A common concern in any Emergency Response Plan is the ability to obtain immediate and regular supply of drinking water for first responders and a municipality's citizenry. The Emergency Agreement with Nestle Waters is designed to provide all emergency response agencies a tool to order bottled water at the required quantities. Nestle Waters commits to make the city's requests for any emergency order a top priority.

STATEMENT OF FACTS

This agreement shall provide a broad framework for cooperation and understanding between Nestle Waters and the City of Lakewood in providing assistance and service to Lakewood personnel in the event of an emergency.

In continuing with the city's commitment to the National Incident Management System (NIMS) compliance implementation, it is an important part of the management system to provide for a fully integrated and coordinated response to emergencies. Implementation of the Emergency Agreement with Nestle Waters will help expedite the procurement of drinking water supply during a disaster.

RECOMMENDATION

Staff recommends the City Council approve the agreement with Nestle Waters as a tool to expedite the procurement of drinking water supply during a disaster.

Lisa Litzinger, Director
Recreation and Community Services



Howard L. Chambers
City Manager



COUNCIL AGENDA
June 27, 2017

TO: The Honorable Mayor and City Council

SUBJECT: Pacific Coachways Charter Bus Agreement

INTRODUCTION

The City of Lakewood has used Pacific Coachways as its charter bus service since 2013 for the City's Travel Program and for youth excursions. Upon recommendation from the California Joint Powers Insurance Authority (JPIA), in 2014, the city initiated an agreement with charter service carriers to limit the city's liability.

STATEMENT OF FACT

As part of the California JPIA LossCAP Program Risk Management Evaluation of 2014, the city received recommendation to develop a contract agreement for charter bus services that includes appropriate insurance specifications and risk transfer language with charter service carriers. The city is desirous to enter into this contract with the Pacific Coachways to ensure minimal liability to the city.

RECOMMENDATION

Staff recommends that the City Council approve the Agreement with Pacific Coachways to continue to contract services from the carrier for the period of July 1, 2017 to June 30, 2018.

Lisa Litzinger, Director
Recreation and Community Services



Howard L. Chambers
City Manager



COUNCIL AGENDA

June 27, 2017

TO: The Honorable Mayor and City Council

SUBJECT: Approval of Renewal of the Memorandum of Understanding with Red Rover to Provide Assistance for Household Pets and Service Animals Following a Major Disaster or Emergency

INTRODUCTION

Because Red Cross shelters do not allow animals, pet owners have limited options when disasters force them from their home. The Pets Evacuation and Transportation Standards (PETS) Act requires state and local agencies to include provisions for people with pets or service animals to safely evacuate with their animals in the event of a disaster.

STATEMENT OF FACTS

On Friday, October 6, 2006, President Bush signed into law H.R. 3858, the Pets Evacuation and Standards Act of 2006, which amends the Robert T. Stafford Disaster Relief and Emergency Assistance Act, to ensure state and local emergency preparedness operational plans address the needs of individuals with household pets and service animals following a major disaster.

To serve the needs of Lakewood residents with concerns for the care of their pets/service animals after a disaster, staff has initiated an agreement with Red Rover to care for displaced animals should the need arise due to an emergency event.

This agreement shall provide a broad framework for cooperation and communications between Red Rover and the City of Lakewood in providing assistance and service to Lakewood residents' animal victims of disaster.

SUMMARY

In order to comply with the Pets Evacuation and Standards Act of 2006, staff has initiated a Memorandum of Understanding agreement with Red Rover to provide care for Lakewood residents' household pets and service animals in the wake of a disaster. This agreement shall remain in effect for five years, but may be terminated by written notification from either party at any time. The next date of renewal shall be May 8, 2022.

RECOMMENDATION

It is recommended that the City Council approve the renewal of the Memorandum of Understanding with Red Rover for operational assistance with the care of household pets and service animals of Lakewood residents during an emergency event.

Lisa Litzinger, Director
Recreation and Community Services



Howard L. Chambers
City Manager



COUNCIL AGENDA

June 27, 2017

TO: The Honorable Mayor and City Council

SUBJECT: Eighth Amendment to the City of Lakewood Recreation Lease for the Lakewood Equestrian Center

INTRODUCTION

The City of Lakewood has a lease agreement for the operation of the Lakewood Equestrian Center with Sandie Mercer Ranch, Inc. The original lease was executed with Sandie Mercer Stables, Inc., Christine Baredian and Gloria Simpson collectively. A First Amendment to that lease was executed on June 20, 2007 to change the agreement to be solely with Sandie Mercer Stables, Inc. A Second Amendment was executed on July 28, 2009 to reflect the name change to Sandie Mercer Ranch, Inc. The Third Amendment was executed on September 28, 2010 to reduce the monthly rent by the sum of \$2,740.00 for six months from October 2010 – March 2011, and the Fourth Amendment to reduce the monthly rent \$2,740.00 for six months beginning April 1, 2011. The Fifth Amendment was executed on November 8, 2011 to extend the agreement two years and reduce the monthly rent to the sum of 18% of the gross receipts of the month immediately prior, with the first such payment due November 10, 2011. The Sixth Amendment was executed June 24, 2014 to extend the agreement two years. The Seventh Amendment was executed June 28, 2016 to extend the agreement one year.

STATEMENT OF FACT

Sandie Mercer Ranch, Inc. owner Sandie Mercer has submitted a request for an Eighth Amendment to the recreation lease agreement for Lakewood Equestrian Center. The request is that the lease agreement be extended for one year.

SUMMARY

The City of Lakewood has amended its recreation lease with Sandie Mercer Ranch, Inc. to extend the agreement one year.

RECOMMENDATION

It is the recommendation of the Recreation and Community Services staff that the City Council:

- 1) Approve the amendment to the City of Lakewood's recreation lease with Sandie Mercer Ranch, Inc.
- 2) Authorize the Mayor and the City Clerk to execute the "Eighth Amendment to the City of Lakewood Recreation Lease for the Lakewood Equestrian Center," subject to approval of the City Attorney as to the form of the amendment.

Lisa Litzinger, Director
Recreation and Community Services



Howard L. Chambers
City Manager



COUNCIL AGENDA

June 27, 2017

TO: The Honorable Mayor and City Council

SUBJECT: Approval of Agreement for Publication of Recreation and Community Services Catalog

INTRODUCTION:

The City of Lakewood staff recommends the continuation of an agreement with Trend Offset Printing to provide the printing services for the Recreation and Community Services Catalog for the period of July 1, 2017 through June 30, 2018.

STATEMENT OF FACT

For many years, the Lakewood based business of Andrews Printing printed the Recreation and Community Services Catalog. In the 1990's, Trend Offset Printing, located in Los Alamitos, purchased Andrews Printing. Since that time, Trend Offset Printing has been the primary business used for the production and printing of the Recreation and Community Services seasonal catalogs. The city has been satisfied with the full range of services of Trend Offset Printing and has found their fees to be competitive in the marketplace. In 2007, the City of Lakewood formalized an agreement with Trend Offset Printing.

SUMMARY

Art, design, printing, and other similar services can be deemed subjective; therefore, the city wants to maintain their positive working relationship with Trend Offset Printing. Based on a history of acceptable service, the city proposes the continuation of the formal agreement with Trend Offset Printing for publication of the Recreation and Community Services Catalog.

RECOMMENDATION

It is the recommendation of the Recreation and Community Services staff that the City Council:

1. Approve the authorization of an agreement with Trend Offset Printing to provide printing services for the Recreation and Community Services Catalog for the period of July 1, 2017 to June 30, 2018.
2. Authorize the Mayor and City Clerk to sign the agreement for printing.

Lisa Litzinger, Director
Recreation and Community Services



Howard L. Chambers
City Manager



COUNCIL AGENDA

June 27, 2017

TO: Honorable Mayor and City Council

SUBJECT: Professional Services Agreement (PSA)
Doty Bros Construction Company for On-call Emergency Utility Repairs

INTRODUCTION

The City requires the contracting services to assist in the emergency repair of water pipelines and facilities. These services may include supplementing City personnel, materials and equipment required to take immediate action necessary to prevent a system outage, restore services to normal operating conditions and to maintain services during such an emergency.

STATEMENT OF FACT

A request for qualifications for on-call services was issued to Doty Bros. Construction Company (Doty Bros.). Due to the nature of an emergency requiring immediate repair work, staff is recommending approval of an on-call agreement with Doty Bros. to provide "as needed" emergency repair services. Services will be performed and billed on a time and materials basis, on the rate sheet in the Professional Services Agreement. This agreement will formalize on-call emergency services with Doty Bros. and lock in prices through June 30, 2018.

SUMMARY


Staff requests the City Council's approval to enter into a Professional Services Agreement with Doty Bros. to provide on-call emergency utility repairs.


FISCAL IMPACT

Expenditures more than \$20,000 for an individual repair project will require a separate City Council action in accordance with Lakewood's Purchasing Policy.

RECOMMENDATION

Authorize the Mayor to sign the Agreement in a form approved by the City Attorney with Doty Bros. Construction Company for emergency utility repairs on an on-call basis.

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

Howard L. Chambers 
City Manager

TO: Honorable Mayor and City Council

SUBJECT: Award a Professional Services Agreement (PSA) – Asset Management Program

INTRODUCTION

An Asset Management Program is a long-range planning document that is used to provide a framework for managing assets. Its focus is to improve existing operating and capital replacement programs by capturing the latest facility and material condition and employee experience.

STATEMENT OF FACT

On November 8, 2016, the City Council authorized a Professional Services Agreement with GHD to develop a water supply asset management program. The program consisted of:

1. Developing a list of assets
2. Conducting a condition assessment and verification
3. Providing long-range capital needs projection
4. Summarizing best operating and capital improvement infrastructure investment strategies

Staff is requesting that the City Council authorize a PSA with GHD in an amount not to exceed \$20,000 for management and support of updating the register of assets and an evidence-based, risk-based forecast of asset needs and funding requirements; re-evaluate and update asset condition and criticality; and analyze and assess the capability of adding the water distribution system into a maintenance tracking software.

SUMMARY

City Council approval is requested to authorize a PSA with GHD for an Asset Management Program.

RECOMMENDATION

That the City Council:

1. Award a Professional Services Agreement in an amount not to exceed \$20,000 to GHD for the completion of a System-wide Asset Management Program; and authorize the Mayor to sign the Agreement in a form approved by the City Attorney.
2. Authorize staff to approve, if needed, additional consulting costs to complete the System-wide Asset Management Program in an amount not to exceed 15% or \$3,000 of GHD's contract award.

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



Howard L. Chambers
City Manager



COUNCIL AGENDA

June 27, 2017

TO: Honorable Mayor and City Council

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

INTRODUCTION

In FY 2016/17, the City updated its Water Master Plan. A component of that Plan was to review and make recommendations pertaining to the City's Department of Water Resources (DWR) Supervisory Control and Data Acquisition (SCADA) system. The City incorporates a SCADA system to control different parts of its water system facilities from one central location. The Plan analyzed the DWR's current SCADA system and determined that the hardware is outdated and Microsoft has not supported the operating system-Windows XP since 2014. Therefore, it recommended that the SCADA improvements be included in the CIP schedule.

STATEMENT OF FACT

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

Macro Automatics was originally hired in 2009 on a sole source basis to provide highly specialized SCADA support services. Macro Automatics was the original programmer of the DWR's SCADA system that was installed in the late 1990's. It is cost-effective to retain the same service provider for system integration and upgrade. Therefore, staff recommends awarding a sole source purchase order to Macro Automatics for \$72,400 to oversee project management, sub-consultant oversight, and hardware/material purchases.

Macro Automatics contract is composed of three components:

1. SCADA Ignition Upgrade (including engineering, hardware, and software) for \$49,600;
2. Datacomm Radio linked to all Plant and Well Sites for \$13,618; and
3. Wells 6 and 27 Programmable Logic Controller (PLC) programming and installation for \$9,182.

Staff recommends that the City Council award a Professional Services Agreement for SCADA System Upgrades in an amount of \$72,400 and authorize the City Manager to sign and affirm change orders up to \$14,480 (20%). The SCADA project upgrade is identified in the DWR's Water Master Plan to be added to the FY 2017/18 Capital Improvement Budget.


Professional Services Agreement (PSA)
Macro Automatics Corporation for SCADA System Upgrades
June 27, 2017
Page 2


SUMMARY

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

RECOMMENDATION

That the City Council award a Professional Services Agreement for SCADA System Upgrades in an amount of \$72,400; authorize the City Manager to sign and affirm change orders up to an aggregate of \$14,480 (20%); and authorize the Mayor to execute the contract on behalf of the City.

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

Howard L. Chambers 
City Manager

TO: Honorable Mayor and City Council

SUBJECT: Professional Services Agreement (PSA)
Well 22 Taste/Odor Treatment & THM Reduction

INTRODUCTION

Well 22 located on Candlewood Street and Downey Avenue was drilled in 1996 and pumps into the 2.5 million gallons reservoir (Reservoir 22) on the site before delivering water to the distribution system. Due to taste/odor issue, the well has been treated with chlorine, and the reservoir has provided longer detection time to improve the treatment. Although a combination of chlorine and use of reservoir can provide satisfactory control of taste/odor issue, Reservoir 22, constructed in 1952, is nearing the end of its useful life, and rehabilitation is not cost-effective. A new treatment option may or may not be needed.

STATEMENT OF FACT

Well 22 has the option of pumping directly into Lakewood's water distribution system with high chlorine dosage to control taste/odor; however, the high dose of chlorine will increase the level of disinfection by-products - trihalomethanes (THMs).

Staff is investigating the feasibility and potential benefits with an alternate disinfectant or combination of disinfectants to control taste/odor while limiting the formation of THMs when Well 22 is pumping directly into the distribution system. Chloramines, chlorine dioxide, ozone, ultraviolet (UV) light, and booster chlorination are commonly considered alternatives to chlorine disinfection, alone or in combination. Once Reservoir 22 is decommissioned, it would be financially beneficial to pump Well 22 directly into the distribution system. This is the initial step, if needed, in preparing a request for proposal for construction of a permanent treatment facility that can forego a reservoir and pump directly into the distribution system.


On December 13, 2016, the City Council awarded a Professional Services Agreement to Water Quality and Treatment Solutions Inc. (WQTS) in an amount not to exceed \$25,000 on a time-and-material basis to review and evaluate water treatment options for Well 22. This project is not complete, and staff is recommending that the contract be extended to June 30, 2018.


SUMMARY

City Council approval is requested to authorize a PSA with Water Quality and Treatment Solutions Inc. (WQTS) for Well 22 Taste/Odor Treatment & THM Reduction Pilot Project.

RECOMMENDATION

That the City Council renews a Professional Services Agreement in an amount not to exceed the original Agreement of \$25,000 minus cost incurred to date to complete the Water Quality and Treatment Solutions Inc. (WQTS) for Well 22 Taste/Odor Treatment & THM Reduction Project; and authorize the Mayor to sign the Agreement in a form approved by the City Attorney.

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

Howard L. Chambers 
City Manager

COUNCIL AGENDA

June 27, 2017

TO: The Honorable Mayor and City Council

SUBJECT: Approve Telecommunication Services Agreement with Abilita LA

INTRODUCTION

The City has utilized a telecommunications consultant services for the past five (5) years. The services provided for under the proposed agreement include assisting the City in managing and reviewing all the telecommunications systems and infrastructure on a monthly basis.


STATEMENT OF FACT

The City uses the service of a telecommunication services consulting firm. Abilita LA has the required experience to perform all aspects of the scope of work outlined in their existing agreement. Telecommunications consulting services will include working with telecom providers such as, Verizon, AT&T, Tele Pacific, Time Warner, and Blue Print Technology (formerly Standard Tel).

RECOMMENDATION

That the City Council extends the telecommunications services agreement with Abilita LA for a period ending June 30, 2018 and authorize the Mayor to sign the agreement in a form approved by the City Attorney.

Lisa A. Rapp 
Director of Public Works

Howard L. Chambers 
City Manager

COUNCIL AGENDA

June 27, 2017

TO: The Honorable Mayor and City Council

SUBJECT: Approval of Agreement for HVAC and Refrigeration Maintenance and Repair Services with Aire Rite A/C and Refrigeration, Inc.

INTRODUCTION

Aire Rite Air Conditioning and Refrigeration, Inc. has been assisting the City in providing preventative maintenance and repair services since early 2011, on refrigeration equipment at The Centre at Sycamore Plaza and other City facilities. Aire Rite has provided excellent service under their agreement to date. Aire Rite A/C and Refrigeration, Inc. has proposed to also provide maintenance on City Heating, Ventilating and Air Conditioning systems and equipment at various facilities. Staff recommends approving a service provider agreement with Aire Rite A/C and Refrigeration, Inc. for HVAC and refrigeration maintenance and repair services.

STATEMENT OF FACT

The City needs a new contract service provider for HVAC system maintenance and repair. The scope of work includes inspection, repair and maintenance of heating and cooling equipment at 15 different City properties consisting of 22 City buildings. Staff ended the contract with Ram Air Engineering, Inc., the HVAC service provider for FY 16-17, who were unable to provide the desired services for the agreed upon price.

Staff revisited the original proposals submitted for FY 16-17, and reached out to our second lowest bidder for negotiation. Due to their long-standing relationship with the City of Lakewood, Aire Rite was able to revise their original proposal by lowering their cost by about 34% without removing any scope of work. The annual cost of preventative maintenance under Aire Rite's revised proposal is \$55,872.

When our contract with Ram Air ended, Aire Rite served as our emergency on-call repair service for our HVAC systems. Aire Rite has been a service provider with the City of Lakewood providing preventative maintenance and repairs on our refrigeration equipment for an annual not-to-exceed cost of \$10,000 since early 2011, and has been able to perform with a high level of technical expertise and good response time.


Aire Rite proposes to maintain the HVAC and refrigeration equipment in a cost-effective manner, evaluate the city's HVAC and refrigeration systems for repairs and replacement, and perform the necessary repairs upon specific authorization. Their agreement allows for a monthly service fee, and maintenance parts such as filters and belts. Their agreement also includes an allowance for repairs and replacement parts and components for the refrigeration and HVAC systems to prevent overload, reduce energy consumption, and employee or client discomfort and to reduce City/ Aire Rite administrative costs.

RECOMMENDATION

Staff recommends that the City Council:

1. Approve the HVAC and Refrigeration maintenance service agreement with Aire Rite A/C and Refrigeration. Inc., for a one-year period ending June 30, 2018, in an amount not to exceed \$110,000 per year, and authorize the Mayor and City Clerk to sign the agreement in a form approved by the City Attorney.

Lisa Ann Rapp 
Director of Public Works

Howard L. Chambers 
City Manager

COUNCIL AGENDA

June 27, 2017

TO: The Honorable Mayor and City Council

SUBJECT: Approve Amendment of Engineering Services Agreement with Associated Soils Engineering, Inc.

INTRODUCTION

Associated Soils Engineering has assisted the City with engineering services on street and water public works projects for many years. These services were consolidated under one agreement to eliminate the need for several individual agreements for similar work. The work performed under these agreements include various testing and observation services such as plant inspection, field-tests, laboratory tests, engineering and reporting.

STATEMENT OF FACT


The City is in need of on-call services of a geotechnical engineer for street and water related engineering services. Associated Soils Engineering has the required licenses and experience to perform all aspects of the scope of work outlined in previous agreements. The costs will be allocated to various water and street projects as each one is undertaken and will be authorized by the Director of Public Works prior to commencement in accordance with the standard rates set forth in the contract.

Associated Soils Engineering has provided geotechnical engineering services for the City in a very professional and cost effective manner.

RECOMMENDATION

That the City Council extend the engineering services agreement with Associated Soils Engineering for a period ending June 30, 2018 and authorize the Mayor to sign the amendment in a form approved by the City Attorney.

Lisa Ann Rapp 
Director of Public Works

Howard L. Chambers 
City Manager

TO: The Honorable Mayor and City Council

SUBJECT: Approve Extension of Hardscape Maintenance Agreement with CJ Construction

INTRODUCTION

CJ Construction, Inc. provides hardscape maintenance services to the City. These services include removal and replacement of damaged sidewalk, curb, gutter, and access ramps. In some cases, removal and replacement of asphalt is also necessary due to curb and gutter maintenance.

STATEMENT OF FACT

The City is in need of the part-time services of a hardscape maintenance contractor and CJ Construction, Inc. has the required licenses and experience to perform all aspects of the scope of work outlined in their existing agreement.


CJ Construction, Inc. has provided hardscape maintenance services for the City in a very professional and cost effective manner.

The Agreement with CJ Construction entitles them to a price increase based on the April to April CPI for this area. CJ Construction has requested this CPI increase. The proposed Schedule of Compensation reflects a 2.7% CPI increase which is the CPI increase for this area during the past year.

RECOMMENDATION

That the City Council extend the hardscape maintenance agreement with CJ Construction, Inc. for a period ending June 30, 2018 and authorize the Mayor to sign the amendment in a form approved by the City Attorney.

Lisa Ann Rapp 
Director of Public Works

Howard L. Chambers 
City Manager

TO: The Honorable Mayor and City Council

SUBJECT: Consulting Agreement with FBA Engineering – On-Call Electrical Engineering Services

INTRODUCTION

In the course of work assigned to the Public Works Department, specialized engineering and technical consultants are needed, specifically for electrical engineering services.

STATEMENT OF FACT

Over the past several years, the Public Works Department has undertaken a number of small and large Capital Improvement Projects, studies, and development projects. The staff needs the assistance of specialized engineering and technical consultants for various projects. Due to this, staff recommends approval of an on-call professional services agreement with FBA Engineering.


FBA Engineering would perform electrical engineering services for both small projects that do not require public works contracts, as well as our larger capital improvement projects. They have provided such services on a large number of past projects as a sub-consultant under our previous on-call architectural services agreement. Most recently, they provided the electrical plans for the renovation of the Burns Community Center, and through this proposed agreement, will provide assistance during construction of the Burns project as needed.


Funds have been budgeted in the Engineering division or within a specific capital project for consulting services. All work would be performed on a time and material basis, under FBA Engineering's standard rate schedule. In the event they are assigned to work on a budgeted capital improvement project, a separate fee proposal specific to the project will be submitted for authorization prior to the start of work.

RECOMMENDATION

Staff recommends that the City Council:

1. Approve the consulting agreement with FBA Engineering for electrical engineering services for FY 2017-2018 in an amount Not-To-Exceed \$20,000, and authorize the Mayor and City Clerk to sign the agreement in a form approved by the City Attorney.

Lisa Ann Rapp 
Director of Public Works

Howard L. Chambers 
City Manager

COUNCIL AGENDA

June 27, 2017

TO: The Honorable Mayor and City Council

SUBJECT: Approval of Extension of Agreement for Electrical Support Services
With Fineline Electric

INTRODUCTION

Fineline Electric has completed years of service as the city's on-call electrical contractor. Staff is satisfied with the work performed and recommends their agreement be extended.

STATEMENT OF FACT

Over the past several years, the Public Works Department has been requested to install additional electrical outlets, fixtures and equipment at various city facilities, in addition to maintaining existing electrical systems. Our two talented electricians are constantly challenged with meeting the requirements of the workload. In 2011, council authorized an on-call agreement with Fineline Electric to assist the city with these small scale electrical projects. Fineline continues to do a superb job accommodating staff requests. Recently they completed the new electrical distribution equipment installation at San Martin Park, and installed new exterior lighting fixtures at the Centre.


Fineline's assistance has been invaluable to the Public Works Facilities division. Their work is performed on a time and material basis, under Fineline's standard rate schedule, with cost proposals submitted prior to work authorization. Work is assigned on an as-needed basis during the year and proposals are approved by the Director of Public Works prior to issuance of an approval to proceed. Staff recommends this service agreement be extended.

RECOMMENDATION

Staff recommends that the City Council:

Extend the Service Provider agreement with Fineline Electric for electrical support services for FY 2017-18, in an amount not to exceed \$55,000, and authorize the Mayor and City Clerk to sign the agreement in a form approved by the City Attorney.

Lisa Ann Rapp 
Director of Public Works

Howard L. Chambers 
City Manager

COUNCIL AGENDA

June 27, 2017

TO: The Honorable Mayor and City Council

SUBJECT: Approve Amendment of Storm Water Services Agreement with John L. Hunter & Associates (JLHA)

INTRODUCTION


The City has utilized storm water consultant services for the past year. The services provided for under the proposed agreement include assisting the City in storm water inspections. Additional storm water assistance may be required in order to complete new annual reporting requirements.


STATEMENT OF FACT

The City has been using a storm water consulting firm to provide assistance with compliance with the National Pollution Discharge Elimination System (NPDES). JLHA has the required licenses and experience to perform all aspects of the scope of work outlined in their existing agreement. The work would be performed on a time and material basis, under JLHA's standard fee schedule. Before commencing on any specific assignment city staff will review the tasks, deliverables, and estimated costs with JLHA and provide written authorization to proceed.

RECOMMENDATION

It is the recommendation of staff that the City Council approve the amendment to the agreement for storm water services agreement with John L. Hunter & Associates for a one-year period ending June 30, 2018, in an amount not to exceed \$64,000, and upon approval of the agreement by the City Attorney as to form, authorize its execution by the Mayor on behalf of the City.

Lisa A. Rapp 
Director of Public Works

Howard L. Chambers 
City Manager

COUNCIL AGENDA

June 27, 2017

TO: The Honorable Mayor and City Council

SUBJECT: Approve Amendment of Agreement for Elevator Preventative Maintenance and Repair Services with Liftech Elevator Services, Inc.

INTRODUCTION

Liftech Elevator Services, Inc. has been assisting the City in providing repair and preventative maintenance on the city's three elevators since July 2009. Staff recommends their agreement be amended.

STATEMENT OF FACT

The city has a substantial investment in the elevators at The Centre at Sycamore Plaza and Burns Community Center. Elevators are licensed by the State and require routine maintenance, inspection and testing services in order to maintain their state certifications. Occasionally, the elevators will require repairs. Downtime of an elevator, especially as Burns Center where there is only one and it is the only accessible route to the second floor, must be kept to a minimum. Liftech Elevator Services, Inc. has been providing these services for 8 years. It is a difficult job, as our elevators at The Centre are over 29 years old and the Burns Center elevator is over 39 years old, making repair parts hard to come by.


Staff recommends that the existing service provider agreement with Liftech Elevator Services, Inc. be amended for fiscal year 2017-18 to provide for general preventative routine maintenance, inspections and required testing. Staff believes their rates are very competitive and they are available for on-call emergency services as needed. Funds have been budgeted in the Public Works Facilities division for such services. This amendment updates their standard hourly rates for the upcoming fiscal year.

RECOMMENDATION

Staff recommends that the City Council:

Amend the elevator services agreement with Liftech Elevator Services, Inc., for a period of one year ending June 30, 2018, and authorize the Mayor and City Clerk to sign the amendment in a form as approved by the City Attorney.

Lisa Ann Rapp 
Director of Public Works

Howard L. Chambers 
City Manager

COUNCIL AGENDA

June 27, 2017

TO: The Honorable Mayor and City Council

SUBJECT: Approve Amendment of Transportation Planning and Engineering Services Agreement with LSA Associates, Incorporated

INTRODUCTION

LSA has assisted the City with transportation planning and engineering related services for many years. LSA provided planning and engineering services related to Boeing's Douglas Park development. In addition, LSA continues to complete various smaller transportation planning and engineering projects as requested by the city on an as needed basis.

STATEMENT OF FACT


The City is in need of the part-time services of a contract transportation planning and engineering firm and LSA has the required licenses and experience to perform all aspects of the scope of work outlined in their existing agreement.

LSA has provided transportation planning and engineering services for the City in a very professional and cost effective manner.

RECOMMENDATION

That the City Council extend the transportation planning and engineering services agreement with LSA for a period ending June 30, 2018 and authorize the Mayor to sign the amendment in a form approved by the City Attorney.

Lisa Ann Rapp 
Director of Public Works

Howard L. Chambers 
City Manager

COUNCIL AGENDA

June 27, 2017

TO: The Honorable Mayor and City Council

SUBJECT: Approve Extension of Engineering and Traffic Survey Services Agreement with Newport Traffic Studies

INTRODUCTION

Newport Traffic Studies (NTS) has assisted the City with traffic-related services over the past several years. These services include conducting traffic counts for the Traffic Census Report, radar studies that must be filed with the Court for enforcement of speed limit violations, and various other traffic engineering services as requested by the City on an as needed basis.

STATEMENT OF FACT


The City is in need of the part-time services of a contract engineering and traffic survey firm and NTS has the required licenses and experience to perform all aspects of the scope of work outlined in their existing agreement.

NTS has provided engineering and traffic survey services for the City in a very professional and cost effective manner.

RECOMMENDATION

That the City Council extend the engineering and traffic survey services Agreement with NTS for a period ending June 30, 2018 and authorize the Mayor to sign the amendment in a form approved by the City Attorney.

Lisa Ann Rapp 
Director of Public Works

Howard L. Chambers 
City Manager

COUNCIL AGENDA

June 27, 2017

TO: The Honorable Mayor and City Council

SUBJECT: Approve Amendment for Environmental Consulting Services with Nicholls Consulting

INTRODUCTION

The City has utilized solid waste consultant services for over a decade. The services provided for under the proposed agreement include assisting the City in complying with mandated solid waste and environmental related programs, completing required reports, management of certain grant programs, and conducting training for contractors, residents, and city staff. Nicholls Consulting has been instrumental in assisting the City in preparing many of the reports indicating the City's compliance with solid waste and other environmental mandates established by the State.


STATEMENT OF FACT

The City is in need of on-call services of an environmental services consulting firm. Nicholls Consulting has experience to perform all aspects of the scope of work outlined in their existing agreement. The work would be performed on a time and material basis. Before commencing on any specific assignment city staff will review the tasks, deliverables, and estimated costs with Nicholls Consulting and provide written authorization to proceed.

RECOMMENDATION

It is the recommendation of staff that the City Council approve the amendment to the agreement for environmental services agreement with Nicholls Consulting for a one-year period ending June 30, 2018, in an amount not to exceed \$25,000, and upon approval of the agreement by the City Attorney as to form, authorize its execution by the Mayor on behalf of the City.

Lisa A. Rapp 
Director of Public Works

Howard L. Chambers 
City Manager

COUNCIL AGENDA

June 27, 2017

TO: The Honorable Mayor and City Council

SUBJECT: Renewal of Agreement for On-Call Hazardous Waste Removal Services with Ocean Blue Environmental Services, Inc.

INTRODUCTION

Ocean Blue Environmental Services, Inc. has been our on-call service provider to provide hazardous waste removal services for the City of Lakewood. Staff recommends their agreement be renewed.

STATEMENT OF FACT

The City relies on hazardous waste removal services to pump Rynerson Park septic tanks, pick up hazardous materials from our City Yards, and clean up emergency hazardous waste spills. Ocean Blue Environmental Services, Inc. has the required skills to provide such services. Due to the unforeseen circumstance of hazardous waste emergencies and the importance of providing hazardous waste clean-up in a timely fashion, staff recommends renewing the contract service provider agreement with Ocean Blue.

RECOMMENDATION

Staff recommends that the City Council:

Renew the environmental services agreement with Ocean Blue Environmental Services, Inc., for a one-year period ending June 30, 2018, in an amount not to exceed \$35,000 per year, and authorize the Mayor and City Clerk to sign the agreement in a form approved by the City Attorney.

Lisa Ann Rapp *LAR*
Director of Public Works

Howard L. Chambers *HLC*
City Manager

COUNCIL AGENDA
June 27, 2017

TO: The Honorable Mayor and City Council

SUBJECT: Approval of Agreement for Traffic Striping Maintenance Services

INTRODUCTION

The City does not have its own crews or equipment for maintenance of traffic striping. Therefore, staff solicited Contractors to submit proposals to provide traffic striping maintenance services.

STATEMENT OF FACT

Due to the extensive paving done during the past few years with the resultant new striping, there has been little need for traffic striping maintenance. As the pavement and striping ages, more and more maintenance will be needed, particularly where vehicles are turning across striping.

Staff advertised for Contractors to submit proposals to provide traffic striping maintenance services. To have a basis to evaluate the proposals, Contractors were required to submit unit prices for a small quantity of the most common type of work required which are various lane line striping, crosswalks and red curb painting. There will not be a contractual requirement to spend any amount of funds; but rather, whatever amount of work the City chooses to have done.

The City Clerk received and opened five proposals on June 13, 2017. Following is the proposal summary:


RANK	PROPOSER	CITY	AMOUNT for RANKING
1	PCI	Azusa	\$10,871
2	Superior Pavement Markings	Cypress	\$11,634
3	Safe Usa, Inc.	Ontario	\$17,102
4	Sterndahl Enterprises, Inc.	Sun Valley	\$17,680
5	CAT Tracking, Inc.	Riverside	\$18,620

The lowest, responsible proposal was submitted by PCI of Azusa. Staff has verified with the State Contractors License Board that PCI is properly licensed for the work. References have been checked with satisfactory results.

RECOMMENDATION

That the City Council approve an Agreement for Traffic Striping Maintenance Services with PCI of Azusa, subject to approval of form by the City Attorney.

Lisa Ann Rapp 
Director of Public Works

Howard L. Chambers 
City Manager

COUNCIL AGENDA

June 27, 2017

TO: The Honorable Mayor and City Council

SUBJECT: Consulting Agreement with Podock Design Solutions Inc. – On-Call Mechanical and Plumbing Engineering Services

INTRODUCTION

In the course of work assigned to the Public Works Department specialized engineering and technical consultants are needed, specifically for mechanical and plumbing engineering services.

STATEMENT OF FACT

Over the past several years, the Public Works Department has undertaken a number of small and large Capital Improvement Projects, studies, and development projects. The staff needs the assistance of specialized engineering and technical consultants for various projects. Due to this, staff recommends approval of an on-call professional services agreement with Podock Design Solutions.


Podock Design Solutions would perform mechanical and plumbing engineering services for both small projects that do not require public works contracts, as well as our larger capital improvement projects. PDS will provide design engineering services as required to provide both HVAC systems and plumbing systems designs that comply with California code. They have provided such services on a large number of past projects as a sub-consultant under our previous on-call architectural services agreement. Most recently, they provided the mechanical and plumbing plans for the renovation of the Burns Community Center, and through this proposed agreement, will provide assistance during construction of the Burns project as needed.


Funds have been budgeted in the Engineering division or within a specific capital project for consulting services. All work would be performed on a time and material basis, under Podock Design Solutions's standard rate schedule. In the event they are assigned to work on a budgeted capital improvement project, a separate fee proposal specific to the project will be submitted for authorization prior to the start of work.

RECOMMENDATION

Staff recommends that the City Council:

1. Approve the consulting agreement with Podock Design Solutions for mechanical and plumbing engineering services for FY 2017-2018 in an amount Not-To-Exceed \$20,000, and authorize the Mayor and City Clerk to sign the agreement in a form approved by the City Attorney.

Lisa Ann Rapp 
Director of Public Works

Howard L. Chambers 
City Manager

TO: The Honorable Mayor and City Council

SUBJECT: Consulting Agreement with Richard Fisher Associates – Landscape Architectural Support Services

INTRODUCTION

In the course of work assigned to the Public Works Department, specialized engineering and technical consultants are needed, specifically for landscape architectural support services.

STATEMENT OF FACT

Over the past several years, the Public Works Department has undertaken a number of small and large Capital Improvement Projects, studies, and development projects. The staff needs the assistance of specialized engineering and technical consultants for various projects. Due to this, staff recommends approval of an on-call professional services agreement with Richard Fisher Associates.

Richard Fisher Associates would perform Landscape architectural design services as well as construction observation services for both small projects that do not require public works contracts, as well as our larger capital improvement projects. They have provided such services on a large number of past projects as a sub-consultant under our previous on-call architectural services agreement. Most recently, they provided the landscape and irrigation plans for the renovation of the Burns Community Center, and through this proposed agreement, will provide assistance during construction of the Burns project as needed.

Funds have been budgeted in the Engineering division or within a specific capital project for consulting services. All work would be performed on a time and material basis, under Richard Fisher Associate's standard rate schedule. In the event they are assigned to work on a budgeted capital improvement project, a separate fee proposal specific to the project will be submitted for authorization prior to the start of work.

RECOMMENDATION

Staff recommends that the City Council:

1. Approve the consulting agreement with Richard Fisher Associates for Landscape Architectural Support Services for FY 2017-2018 in an amount Not-To-Exceed \$20,000, and authorize the Mayor and City Clerk to sign the agreement in a form approved by the City Attorney.

Lisa Ann Rapp *LAR*
Director of Public Works

Howard L. Chambers *HLC*
City Manager

TO: The Honorable Mayor and City Council

SUBJECT: Consulting Agreement with Robert F. Daniels Structural Engineer – On-Call Structural Engineering Services

INTRODUCTION

In the course of work assigned to the Public Works Department, specialized engineering and technical consultants are needed, specifically for structural engineering services.

STATEMENT OF FACT

Over the past several years, the Public Works Department has undertaken a number of small and large Capital Improvement Projects, studies, and development projects. The staff needs the assistance of specialized engineering and technical consultants for various projects. Due to this, staff recommends approval of an on-call professional services agreement with Robert F. Daniels.

Robert F. Daniels would perform structural engineering services for both small projects that do not require public works contracts, as well as our larger capital improvement projects. They have provided such services on a large number of past projects as a sub-consultant under our previous on-call architectural services agreement. Most recently, they provided the structural plans for the renovation of the Burns Community Center, and through this proposed agreement, will provide assistance during construction of the Burns project as needed.

Funds have been budgeted in the Engineering division or within a specific capital project for consulting services. All work would be performed on a time and material basis, under Robert F. Daniels' standard rate schedule. In the event they are assigned to work on a budgeted capital improvement project, a separate fee proposal specific to the project will be submitted for authorization prior to the start of work.

RECOMMENDATION

Staff recommends that the City Council:

1. Approve the consulting agreement with Robert F. Daniels Structural Engineer for structural engineering services for FY 2017-2018 in an amount Not-To-Exceed \$20,000, and authorize the Mayor and City Clerk to sign the agreement in a form approved by the City Attorney.

Lisa Ann Rapp *LAR*
Director of Public Works

Howard L. Chambers *HM*
City Manager

COUNCIL AGENDA

June 27, 2017

TO: The Honorable Mayor and City Council

SUBJECT: Approve Amendment of Environmental Services Agreement with S.C.S. Engineers

INTRODUCTION

The City has utilized solid waste and environmental consultant services for over a decade. The services provided for under the proposed agreement include assisting the City in complying with mandated solid waste and environmental related programs, completing required reports, management of certain grant programs, and conducting training for contractors, residents, and city staff. S.C.S. Engineers has been instrumental in assisting the City in preparing many of the reports indicating the City's compliance with solid waste and other environmental mandates establish by the State.

STATEMENT OF FACT

The City is in need of on-call services of an environmental services consulting firm. S.C.S. Engineers has the required licenses and experience to perform all aspects of the scope of work outlined in their existing agreement. The work would be performed on a time and material basis, under S.C.S.'s standard fee schedule. Before commencing on any specific assignment city staff will review the tasks, deliverables, and estimated costs with S.C.S. Engineers and provide written authorization to proceed.

RECOMMENDATION

It is the recommendation of staff that the City Council approve the amendment to the agreement for environmental services agreement with S.C.S. Engineers for a one-year period ending June 30, 2018, and upon approval of the agreement by the City Attorney as to form, authorize its execution by the Mayor on behalf of the City.

Lisa A. Rapp *LAR*
Director of Public Works

Howard L. Chambers
City Manager



COUNCIL AGENDA

June 27, 2017

TO: The Honorable Mayor and City Council

SUBJECT: Adjustment to Compensation for Animal Control Services

INTRODUCTION

The City has contracted with the Southeast Area Animal Control Authority (SEAACA) for animal control services since 1992. The current Agreement approved in 2009 will expire on June 30, 2019.

STATEMENT OF FACT

On May, 5, 2017, staff received a request from SEAACA to amend our five year agreement for animal control services. The amendment was presented and approved by SEAACA's Board of Commissioner. The proposed amendment increases the contract to \$615,299 to account for increased labor costs.

The yearly contract rate is offset by license revenue and therefore the net cost for animal control services is substantially lower than the contract amount, our guaranteed license revenue is \$179,000 for this year.

SEAACA responds to over 3,000 requests for animal welfare and animal control needs each year. In addition, SEAACA returns nearly 200 pets to their owners. Other than the increase in the contract amount as stated above, all other sections of the agreement remain the same.

RECOMMENDATION

Staff recommends that the City Council approve the amendment to the agreement for animal control services for fiscal year 2017-2018 in an amount not to exceed \$615,299, and upon approval of the agreement by the City Attorney as to form, authorize its execution by the Mayor on behalf of the City.

Lisa Ann Rapp *LAR*
Director of Public Works

Howard L. Chambers *HC*
City Manager

TO: The Honorable Mayor and City Council

SUBJECT: Renewal of Agreement with Sierra Installations, Inc. for Lakewood's Street Banner Marketing Program

INTRODUCTION

Sierra Installations, Inc. was hired in 2003 to install the city's street banner marketing campaigns, as one way of advertising citywide special events, and public awareness education. Staff recommends their agreement be renewed.

STATEMENT OF FACT

In 2003, the City Council authorized funds for a street banner marketing program. Campaigns this past year included advertising for events such as Shop Lakewood, Patriot's Day and Pan Am Fiesta; and marketing messages such as "Great Ideas Last for Generations", Neighborhood Watch, Celebrate Summer, Volunteerism, "Pitch It! Dunk It!", Saving Water and Used Oil Recycling campaigns. The banners also provide the annual December holiday greetings and July fireworks education campaign.

12 campaigns are planned for the coming fiscal year. The "Great Ideas Last for Generations" banner continues as the "default" banner, meaning it is the banner that is up on all 287 light pole locations city-wide if there is no special campaign being advertised.

RECOMMENDATION

Staff recommends that the City Council:

Extend the agreement for the Street Banner Marketing Program for the installation, removal, cleaning and storage of city-owned banners with Sierra Installations, Inc., in an amount not to exceed \$45,000, for a one-year period ending June 30, 2018, and authorize the Mayor and City Clerk to sign the renewal agreement in a form approved by the City Attorney.

Lisa Ann Rapp *LAR*
Director of Public Works

Howard L. Chambers *HC*
City Manager

COUNCIL AGENDA

June 27, 2017

TO: The Honorable Mayor and City Council

SUBJECT: Approve an Amendment to the Engineering Services Agreement with Willdan

INTRODUCTION

Willdan Engineering has assisted the City with engineering services on public works projects for many years. In 2002, the City and Willdan entered into an Agreement for Willdan to provide engineering support services to the City.

STATEMENT OF FACT

The Agreement with Willdan needs to be revised to incorporate the latest rate schedule.

RECOMMENDATION

That the City Council approve an Amendment to the Agreement for Engineering Services with Willdan and authorize the Mayor to sign the revision in a form approved by the City Attorney.

Lisa Ann Rapp *LAR*
Director of Public Works

Howard L. Chambers *HLC*
City Manager

COUNCIL AGENDA

June 27, 2017

TO: Honorable Mayor and City Council

SUBJECT: Amendment to Agreement for Reimbursement for Fingerprint Identification Specialists

INTRODUCTION:

Since December 2004 the city has had an agreement with the City of Cerritos to provide resources for fingerprint identification from crime scenes. Cerritos hires Fingerprint Identification Specialists (FIS) who process fingerprints collected at crime scenes by our latent print trained community service officers. This program offers crime lab analysis and crime pattern identification on a regional basis in a very timely manner.

STATEMENT OF FACTS:

The current agreement with the City of Cerritos is effective through June 30, 2019. We received notice that the City of Cerritos is raising their hourly rate from \$41.25 per hour to \$42.50 per hour effective July 1, 2017. This is the first rate increase since 2008. For the last several years our contract has provided reimbursement for up to 1200 hours per year of Fingerprint Identification Specialist services at a cost of \$41.25 per hour. Cases that are "cold" or do not need immediate processing will be sent to the Los Angeles County Sheriff's Department crime lab which provides excellent service but because of their volume of cases, takes longer to get results.

STAFF RECOMMENDATION

It is the recommendation of staff that the City Council approve the amended Agreement with the City of Cerritos, effective through June 30, 2019, for Fingerprint Identification Specialist services at a cost of \$42.50 per hour for up to 1200 hours per year.

Carol Flynn Jacoby
Assistant City Manager



Howard L. Chambers
City Manager



COUNCIL AGENDA

June 27, 2017

TO: Honorable Mayor and City Council

SUBJECT: Agreement with Macerich Lakewood LP for Law Enforcement Services at Lakewood Center Mall

INTRODUCTION

The City of Lakewood contracts with the Los Angeles County Sheriff's Department for deputies assigned to Lakewood Center mall. Cost of the deputies is shared with the managing agent, Macerich Lakewood LP.

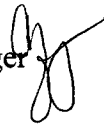
STATEMENT OF FACTS

The City contracts with the Los Angeles County Sheriff's Department for two 40 hour relief deputies who are assigned to Lakewood Center mall. The cost per deputy for FY 2017/18 is \$311,857.13. The Agreement with Macerich Lakewood LP, which is effective July 1, 2017 through June 30, 2018, provides that the cost of one deputy will be funded by Macerich Lakewood LP and that they will reimburse the City \$25,988.09 per month for 12 months beginning July 1, 2017.

RECOMMENDATION

That the City Council approve the agreement with Macerich Lakewood LP for funding a deputy sheriff from July 1, 2017 through June 30, 2018, and authorize the Mayor to sign the agreement as approved by the City Attorney.

Carol Flynn Jacoby
Assistant City Manager



Howard L. Chambers
City Manager



COUNCIL AGENDA

June 27, 2017

TO: The Honorable Mayor and City Council

SUBJECT: Managed Print Services

INTRODUCTION

Due to the expiration of the City's lease agreement with Toshiba for copiers, staff issued a Request for Proposal (RFP) to replace the owned and leased multi-function devices and personal printers at various locations throughout the City. Staff worked with Eco Office Werks, LLC to develop the RFP and complete a thorough analysis of the proposals received.

STATEMENT OF FACTS

Eco Office Werks approached the City several months ago and began working with staff to perform an assessment of our current document management systems. The assessment included the City's current fleet of copiers and printers and addresses the overall needs of the organization as well as the potential cost savings of entering into a Managed Print Services contract which includes new Copiers, Printers, maintenance and supplies.

Based on the analysis conducted and a survey of City departments, staff issued a detailed RFP and received proposals from the following organizations: Sharp, SoCal Office Technologies, Toshiba, American Business Machines, Q Document Solutions, CBE Office Solutions, Canon, and Konica Minolta.

A thorough scoring process was performed considering the following categories: Effectiveness of Management Plan and Understanding of the Work, Degree of the Contractor's (firm and staff) Skills and Experience, and Total Overall 5 Year Cost of Vendor Solution. After completion of the scoring, City staff from all departments met with Eco Office Werks to determine the top two candidates that provided on-site demonstrations: Sharp and SoCal Office Technologies (Xerox).

During the on-site demonstration (which City staff from several departments attended), Sharp emphasized the importance of customer service and responding to service calls within a timely manner. Sharp also demonstrated user-friendly machines with forward thinking technology. The ability to implement technology that will be relevant throughout the five-year term of the agreement was a key factor in the decision process. Ultimately, Sharp proposed a solution for the City that provided significant savings over the current lease and at the same time providing customer service and enhanced technology solutions.

City staff also conducted reference checks provided by Sharp, and all responses were positive and encouraging for staff to move forward with the recommendation to the City Council.

FISCAL IMPACT

The current lease and maintenance agreement for the City's convenience copiers and printers is approximately \$5,469 per month with tax, including owned printer toner purchases (except paper and staples). The current annual cost is \$65,628. The proposed new Managed Print Services agreement from Sharp would total approximately \$3,940 per month, \$47,279 annually with an estimated savings of \$91,749 over the course of the 60-month contract term.

RECOMMENDATION

It is recommended that the City Council authorize staff to enter into a Copier/Printer purchase including a locked in five-year agreement for Managed Print Services with Sharp Business Systems.

Paolo Beltran ^{PB}
Assistant to the City Manager

Howard L. Chambers ^h
City Manager

Attachments:
Eco Office Werks Executive Summary

City of Lakewood Managed Print Services 2017 Implementation Plan

Executive Summary

The City of Lakewood

RFP Consulting Services

Managed Print Services



Prepared by:

Brenda M. Merrill – President
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949-330-6485 Office

City of Lakewood Managed Print Services RFP Consulting

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10. Weingart Senior Center Implementation Plan.....Page **15**

11. City Parks Implementation Plan.....Page **16 to 17**

If the City of Lakewood continues operating as they are today, they will spend \$429,279 over the next 5 years using 10.3 Million Sheets of Paper...

This equates to 1,223 Tree's

Current Device Type	Total Number of Devices	Various Make / Model's	Total Monthly Expense	Monthly AVG Black Volume	Monthly AVG Color Volume	Average Cost Per Page	Percentage of Total Usage
Print Shop Production Copiers	2	2 Xerox	\$2,125.56	59,666	16,248	\$0.02800	44.50%
Toshiba Office Copiers	11	11 Toshiba	\$3,330.38	55,419	10,281	\$0.05069	38.51%
Lexmark Desktop MFP's	8	8 Lexmark	\$417.30	8,650	0	\$0.04824	5.07%
Various Desktop Printers	58	6 Manufacturers & 38 Different Models	\$1,281.42	17,560	2,763	\$0.06305	11.91%
Wide Format Printers / Plotters	3	2 HP / 1 Kip	\$0.00	16	0	\$0.00000	0.01%
Total Fleet Summary	82	9 Manufacturers & 48 Models	\$7,154.66	141,311	29,292	\$0.04194	100.00%

Current State Cost / Usage Analysis – Office Werks Study March & April 2017

- **82 Devices Analyzed with 77 included in the project scope for optimization.**
- **48 Difference Models from 9 Manufacturers.**
- **Managing purchases of 52 different toner cartridges from various suppliers.**

City of Lakewood Managed Print Services Project Objectives

- Optimize the entire City print infrastructure and costs in alignment with Toshiba copier contract pending end date of August 2017.
- To analyze all City locations document output devices to ascertain the current workflow, costs and usage baseline for the project.
- Reduce Costs by looking at complete TCO Per Device.
- Standardize the fleet to consolidate supplies, print drivers and vendor support.
- Implement the latest in secure sustainable document technology.
- Eliminate redundant or under utilized devices.

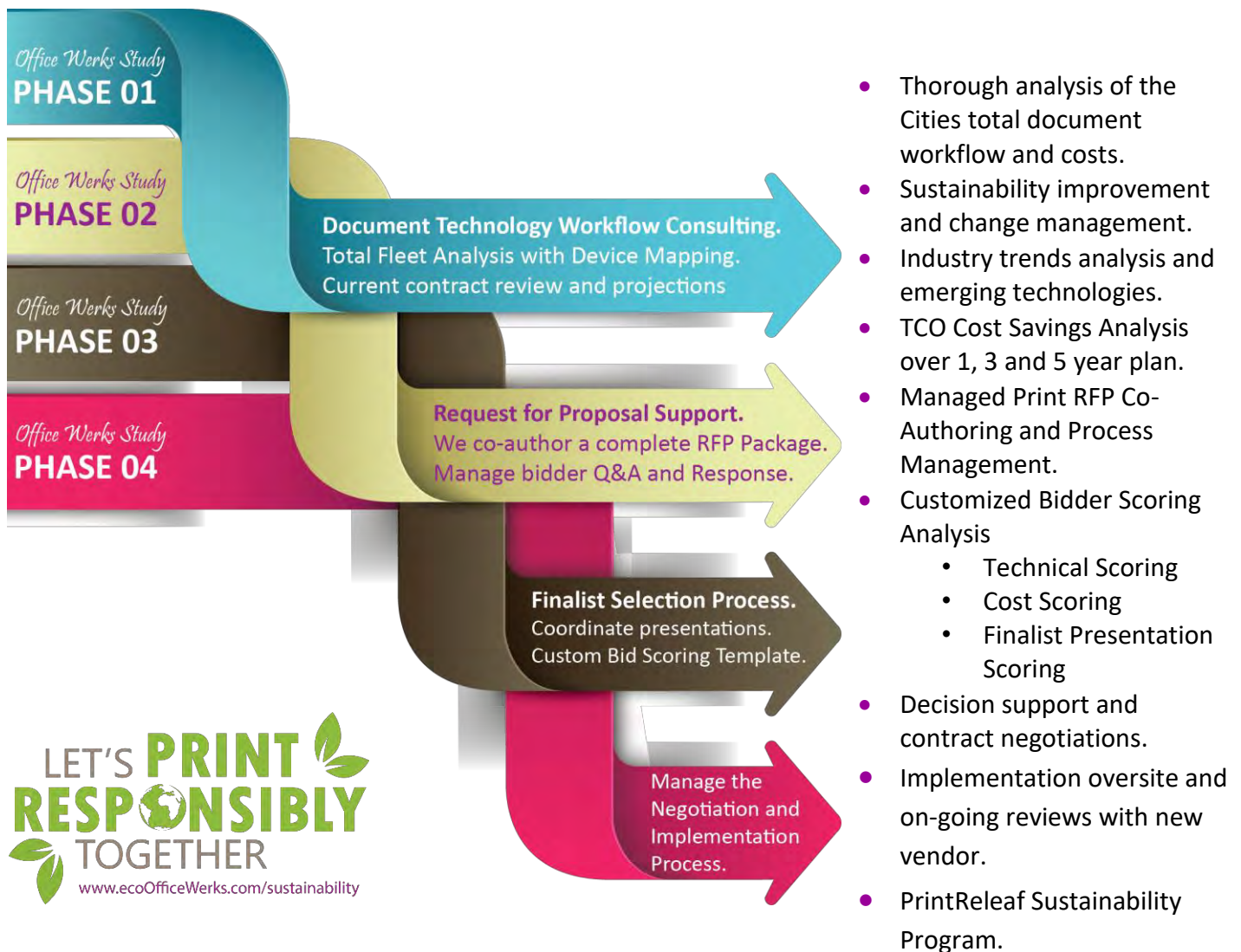
Project Results and Contract Award includes a 5 Year Savings of \$91,749

- The City contracted with Eco Office Werks, LLC to provide Managed Print Assessment and RFP support services.
- The extensive analysis was conducted during the months of March and April 2017
- A detailed data driven RFP was published on May 09, 2017 with 8 compliant responses.
- After a detailed scoring process including finalist selection and technology presentations, the City recommends contract award to Sharp Business Systems of Sothern California.

Eco Office Werks is a Managed Print Business Intelligence company that leverages industry expert experience to attain quantifiable savings for our clients...

Eco Office Werks entered into a consulting agreement with the City of Lakewood in March of 2017 to provide Managed Print Assessment and RFP Consulting Services.

During the months of March through June of 2017 the following tasks were completed for this project.



City of Lakewood
Optimized State Projections
5 Year Savings \$91,740 / 28%



Current Cost Summary:

The Office Werks study Analysis performed by Eco Office Werks validated a current five Year Cost Projection of \$328,140 if no changes were made.

- Total Current Annual costs from lease, maintenance, parts, labor and toner is \$65,628

Managed Print Services RFP Results and Contract Award Summary:

- Sharp Business Systems negotiated final new hardware Price is \$151,330 including sales tax
- Includes (17) New Sharp Color MFP's and (49) New HP Devices. Total of (66) New Devices
 - This includes a Net Add Device for City Hall Copy Room and a Large Format Color HP Printer for Planning.
 - Program includes consolidation of convenience print devices from 48 Different Models to 4 Standard Color Sharp MFP Models and 4 Standard HP Desktop Printer Models.
 - Allows for convenience HP BW print devices where needed and full color Capabilities on all new Sharp MFP's at a reduced cost of 4.5 Cents Per Page In addition, Sharp will rebate/credit back to the City \$15,000 to cover RFP Professional Services and Toshiba lease termination charges.

- Sharp Business Systems negotiated SOW Services Contract has pricing locked in for entire term with projected annual usage charges at \$17,013 including Sales Tax.

- Sharp SBS Managed Print Services programs will provide the City with service, support and toner for all new Sharp and HP devices plus 6 City owned HP Printers remaining in place.

- Five year overall contract award to Sharp Business Systems is \$236,393.

- Includes \$151,330 Cash Purchase and \$85,063 in 5 years of Service and Supplies.
- Includes all delivery, set-up, training and return of existing Toshiba Copiers to US Bank designated location.

- **Five Year Savings Projection \$91,749. Cost Reduction Percentage of 28%**

Request for Proposal (RFP)
 Dated May 09, 2017

Background Table 1
 City of Lakewood current state analysis summary

Device Type	Total Number Devices
Sharp Production Copiers	2
Toshiba Office Copiers	11
Canon Desktop MFP's	8
Various Desktop Printers	33
Wide Format Printers / Plotters	5
Total Fleet Summary	69

Background Table 2
 Optimized State New Device Category Chart
 Fillable form found in Attachment #1.

New Device Category	Quantity	Volume Range / Description	Minimum Specs
Category #1	1	For Area's Doing Over 15K Pages Monthly Combined	> 60 PPM High Volume Office Color MFP with Booklet Finisher, LCC, Hole Punch, Fax and Enhanced Scanning Capabilities. 4 Paper Trays.
Category #2	4	For Area's Doing 5K to 15K Per Month Combined	> 50 PPM Office Color MFP with Standard Finisher, Stapling, Hole Punch, Fax and Enhanced Scanning Capabilities. 4 Paper Trays.
Category #3	5	For Area's Doing Less than 5K Per Month Combined Needing 11X17	> 40 PPM Office Color MFP with Internal or Standard Finisher, Stapling, Hole Punch, Fax and Enhanced Scanning Capabilities. 4 Paper Trays.
Category #4	9	For Table Top & MFP's Not Requiring 11 X 17	> 40 PPM Office Color A4 MFP with Internal Stapler, Finisher, Fax and Enhanced Scanning Capabilities. 2 Paper Trays (Dated Optional)
High Volume Desktop BW Printer	4	Refresh older high volume BW Desktop Printers	> High Volume BW or Color Desktop Laser Printer with 2 Paper Trays. HP M6046n or Similar
Low Volume Personal BW Printer	27	Refresh older personal low volume printers	> Low Volume BW or Color Desktop Laser Printer. HP M1020n or Similar
Low Volume Desktop Printer/MFP	15	Refresh older low volume printers and MFP's	> Low Volume BW or Color Desktop Laser Printer/MFP. HP M426n/MFP or Similar
Keep and Cover	6	Keep Newer Existing HP Printer	> Cover for all Toner, Parts and Labor
Devices Eliminated	5		As Indicated in the Current State Department Analysis Column D
Totals	75		

Client Deliverables: Customized Bidder Scoring Template

Eco Office Werks created a bidder scoring template to include detailed analysis of each proposal received inclusive of a side by side comparison sheet for Cost Proposal Analysis, Technical Scoring, Final Presentation Scoring, Summary sheet for each bidder category scores and a final roll up summary of all bidder scores, ranking and 5 years cost savings projection.

Bid Scoring Review meeting took place with City Staff on 06-06-17 to select the top 2 bidders to advance to the Finalist Presentation Phase. Sharp Business Systems and SoCal Office Technologies were the top 2.

City of Lakewood Bidder Scoring Summary (Updated with Final Presentation Scores)

Managed Print Services RFP

Total Bidding Vendor Summary of Scoring and Rank								
Effectiveness of Management Plan and Understanding of the Work. Total of 100 Possible Points with 30% Scoring Weight	Toshiba	Q-Dox Xerox	Konica Minolta	Sharp	SoCal Xerox	Canon	CBE	ABM
Vendor Average Score / Points	85	73	88	100	95	72	82	59
Category Factor Weight	30%	30%	30%	30%	30%	30%	30%	30%
Weighted Category Average Score	26	22	26	30	29	22	25	18
Vendor Ranking Above Category #1	4	6	3	1	2	7	5	8
Degree of the Contractor's (firm and staff) Skills and Experience. Total of 100 Possible Points with 30% Scoring Weight	Toshiba	Q-Dox Xerox	Konica Minolta	Sharp	SoCal Xerox	Canon	CBE	ABM
Vendor Average Score / Points	38	34	37	87	74	37	33	29
Category Factor Weight	30%	30%	30%	30%	30%	30%	30%	30%
Weighted Category Average Score	11	10	11	26	22	11	10	9
Vendor Ranking Above Category #2	3	6	5	1	2	4	7	8
Total Overall 5 Year Cost of Vendor Solution. Total of 100 Possible Points with 40% Scoring Weight	Toshiba	Q-Dox Xerox	Konica Minolta	Sharp	SoCal Xerox	Canon	CBE	ABM
Vendor Average Score / Points	86	65	79	94	84	60	62	62
Category Factor Weight	40%	40%	40%	40%	40%	40%	40%	40%
Weighted Category Average Score	34	26	32	38	34	24	25	25
Total Bidder Projected 5 Year Cost with Proposed Lease and current usage calculations. (Pre-Tax)	\$249,098	\$271,835	\$268,255	\$226,510	\$223,065	\$276,198	\$226,076	\$263,144
Total Bidder Projected Monthly Cost Year #1 at current usage volume.	\$4,152	\$4,959	\$4,604	\$3,775	\$3,718	\$4,603	\$3,768	\$4,386
Monthly Savings (Deducts Cost for Items Not Covered)	\$877	\$499	\$558	\$1,254	\$1,311	\$426	\$1,261	\$793
5 Year Savings	\$52,648	\$29,911	\$33,491	\$75,236	\$78,681	\$25,548	\$75,670	\$47,601.61
Savings Percentage	17%	10%	11%	25%	26%	8%	25%	16%
Total Number of New Units Included	64	64	64	64	64	59	64	64
Vendor Ranking Above Category #3	3	5	4	1	2	8	6	7
Total Score Roll Up	Toshiba	Q-Dox Xerox	Konica Minolta	Sharp	SoCal Xerox	Canon	CBE	ABM
Vendor Overall Total Weighted Score	71	58	69	94	84	57	59	51
Vendor Overall Total Ranking	3	6	4	1	2	7	5	8

City of Lakewood

Finalist Selection & Updated Cost Analysis



Finalist Presentations were conducted on June 15, 2017 allowing 2 hours for each vendor to present their technology and total overall value proposition to the City.

A finalist soring meeting was conducted with the City decision staff on June 20, 2017. Sharp Business System received the highest overall score and selected for contract award. A detailed review of each device allocation by department was conducted and a final updated solution pricing form was requested from Sharp. Although the number of units increased and purchase cost was slightly higher, Eco Office Werks was able to structure the device allocation to keep color output to the lowest cost units resulting in a 28% 5 year cost savings plan. Eco Office Werks will provide annual contract reviews with the City and Sharp Business Systems to ensure the cost savings projections are realized.

Cost Proposal Analysis / Finalists				
#	Description of RFP Specification:	Sharp Final Costs / Devices	Sharp / Selected Finalist	SoCal Xerox
1	\$15k Rebate Included in Bidder Price?	Yes	Yes	Yes
2	Bidder Total Hardware Cash Price from Page #1, Attachment #3	\$140,361	\$128,270	\$138,389
	Sales Tax on Cash Price excluding \$15k Rebate	\$10,969	\$9,911	\$10,797
3	Cash Price Including Sales Tax	\$151,330	\$138,181	\$149,185
4	Total Number of Copier Based Devices	17 Sharp	10 Sharp's	10 Xerox
	Total Number of Printer Based Devices	49 HP's	54 HP's	54 HP's
	Bidder Total New Device Quantity from Page #1, Attachment #3	66	64	64
Lease Option with Insight Financial				
1	Total Bidder Monthly Lease Cost	\$2,596.68	\$2,373.00	\$2,404.03
2	Sales Tax on Lease at .0875	\$227.21	\$207.64	\$210.35
3	Total Lease Monthly Payment Including Sales Tax	\$2,824	\$2,581	\$2,614
Year #1 Projected Service and Supply Costs				
1	Bidder Total Year #1 Service and Supply Cost, Page #2, Attachment #3	\$15,644	\$17,137	\$16,125
2	CPP BW Copier Based MFP Pages	0.00450	0.00450	0.00490
	Actual Current Monthly Volume this Category	66,152	55,419	55,419
	Total Monthly Cost this category	\$298	\$249	\$272
3	CPP Color Copier Based MFP Pages	0.04500	0.04500	0.04900
	Actual Current Monthly Volume this Category	11,556	10,281	10,281
	Total Monthly Cost this category	\$520	\$463	\$504
4	CPP BW Desktop Printer / MFP Pages	0.01600	0.01600	0.01000
	Actual Current Monthly Volume this Category	17,715	29,210	29,210
	Total Monthly Cost this category	\$283	\$467	\$292
5	CPP Color Desktop Printer / MFP Pages	0.09000	0.09000	0.10000
	Actual Current Monthly Volume this Category	2,250	2,763	2,763
	Total Monthly Cost this category	\$203	\$249	\$276
6	Total Monthly Service and Supply Billing Year #1 Actual Volume	97,673	97,673	97,673
7	Projected Year #1 Total Annual Service and Supply Cost - Pre Tax	\$15,644	\$17,137	\$16,125
8	Sales Tax on Service and Supply Cost at 8.75%	\$1,369	\$1,499	\$1,411
9	Total 5 Year Service and Supply Cost Including Sales Tax	\$85,063	\$93,181	\$87,678
5 Year Cost / Lease VS Cash Purchase (Includes Sales Tax)				
1	Total 5 Year Cost with Lease Option (Includes Lease and 5 Years of Service and Toner)	\$254,496	\$248,019	\$244,541
2	Total 5 Year Cost with Cash Purchase Option	\$236,393	\$231,362	\$236,863
3	Cost Savings on Cash Purchase VS Lease	\$18,103	\$16,657	\$7,678
Monthly and 5 Year Savings Analysis Including Sales Tax				
1	Bidder Monthly Cost with Lease Option	\$4,242	\$4,134	\$4,076
2	Current Monthly Costs Including Sales Tax	\$5,469	\$5,469	\$5,469
3	Total Monthly Savings / Lease Option	\$1,227	\$1,335	\$1,393
	Total 5 Year Savings with Lease Option	\$73,646	\$80,123	\$83,601
4	Total 5 Year Savings with Cash Purchase Option	\$91,749	\$96,780	\$91,279
Bidder Ranking on Cost Savings				
		1	1	2
	Savings Percentage with Cash Purchase	28%	29%	28%

SHARP

Category #1 – City Hall Copy Room

(1) Sharp MX-6070

- Cost Per Page .0045 BW
- Cost Per Page .045 Color
- Booklet Finisher with 2/3 Hole Punch
- 3,000 Sheet LCT on Copy Center Units
- Advanced Scanning with Standard Pull Out Keyboard
- Customizable 10" LCD Control Panel
- Preview Scan with Redaction
- 60 PPM speed



Category #2 – City Hall Copy Room and Finance

(2) Sharp MX-5070

- Cost Per Page .0045 BW
- Cost Per Page .045 Color
- Booklet Finisher with 2/3 Hole Punch
- Advanced Scanning with Standard Pull Out Keyboard
- Customizable 10" LCD Control Panel
- Preview Scan
- Fax Capable
- 50 PPM

Category #3 – Finance, Switch Board, Public Works, Community Development, RCS, The Centre and Water Dept.

(7) Sharp MX-4070

- Cost Per Page .0045 BW
- Cost Per Page .045 Color
- Internal Finisher with 2/3 Hole Punch
- Preview Scan
- USB Direct Print
- Fax Capable
- 40 PPM



Optional Category #4 – Community Development, PIO, Personnel, Purchasing, Public Works, ERD, Dash Office

(7) Sharp MX-C402sc (NO 11x17 Capability)

- Cost Per Page .0045 BW
- Cost Per Page .045 Color
- 2 full 500 Sheet Paper Trays
- Pull Out Keyboard
- Convenience Stapler
- Includes Floor Stand with storage
- 40 PPM Color & BW



Category #4 Desktop Color Workgroup MFP
Public Works, Burns CC, Weingart SC

(3) HP LaserJet Enterprise M750dn

- Cost Per Page .01 BW
- Color .09
- 30 PPM High Volume Printer
- 750 Sheet Paper Capacity



High Volume Workgroup Printers
Public Information, Community Development, Administration

(3) HP LaserJet Enterprise M604dn

- Cost Per Page .016 BW
- No Color
- 60 PPM High Volume Printer
- 2 500 Sheet Paper Trays
- Good for Envelopes & Labels



(11) HP LaserJet Pro M426eMFP
Various Park and Remote Locations

- Cost Per Page .016 BW
- 40 PPM Black only for Personal Use
- 1 paper tray holding 250 sheets.
- Network or USB connection



11x17 Desktop Color Printer
Planning Print Room

(1) HP LaserJet Enterprise M750dn

- Cost Per Page .016 BW
- Color .09
- 30 PPM High Volume Printer
- 750 Sheet Paper Capacity



(24) HP LaserJet Pro M402dn
Various Locations Personal BW Prints

- Cost Per Page .016 BW
- 40 PPM Black only for Personal Use
- 1 paper tray holding 250 sheets.
- Network or USB connection



(6) HP LaserJet Pro M477fdnMFP
Various Private Offices needing color

- Cost Per Page .016 BW
- Cost Per Page Color .09
- 1 paper tray holding 250 sheets.
- Network or USB connection



(1) HP LaserJet Pro M452 Color Printer
Various Private Offices needing color

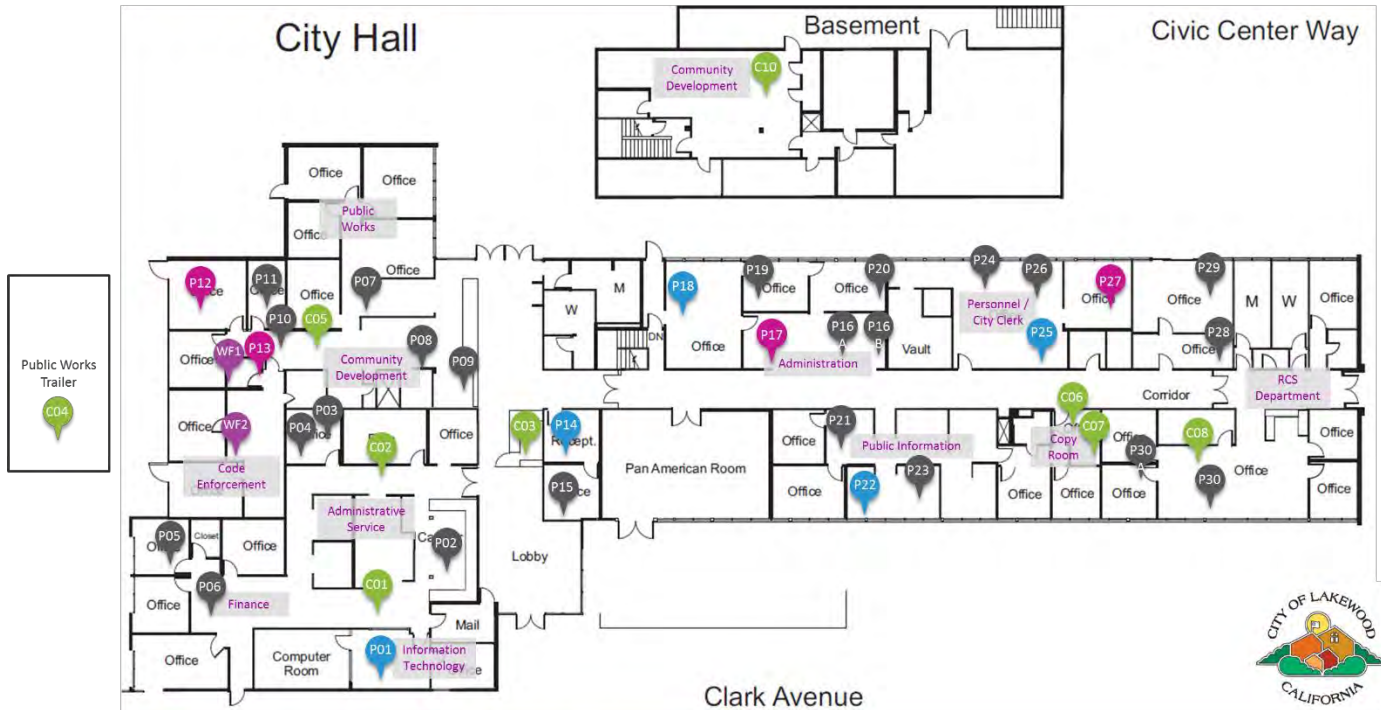
- Cost Per Page .016 BW
- Cost Per Page Color .09
- 1 paper tray holding 250 sheets.
- Network or USB connection

City Hall Implementation Plan – July 2017

City of Lakewood

City Hall 5050 Clark Ave, Lakewood, CA 90712

Office Werks Study
Enterprise Print Business Intelligence Service



Mapping Key

- 09 Digital Copiers
- 03 Color Desktop Printers & MFP's
- 00 Fax Machines
- 21 BW Desktop Laser Printers
- 05 Inkjet Desktop Printers
- 02 Wide Format Printer Scanners

Client Confidential: Prepared by Jessica.Close@ecoOfficeWerks.com

Map ID#	Department	Current Make / Model	Consultant Recommendation	New Device Implementation
C01	Administrative Services	TOSHIBA e-STUDIO506	Category #2	Sharp MX-5070 with External Finisher
C02	Finance	TOSHIBA e-STUDIO306	Category #3	Sharp MX-4070 with Internal Finisher
P01	IT Helpdesk	HP Officejet Pro X451dn Printer	Low Volume BW Printer	HP LaserJet M402dn
P02	Admin Front Counter	HP LaserJet P3015	High Volume Printer	HP LaserJet M604dn
P03	Payroll Office Check Printer	HP LaserJet P3010 Series	Keep and Cover	Keep and Cover
P04	Payroll Office BW Printer	HP LaserJet P3015	Keep and Cover	Keep and Cover
P05	Finance Managers Office	HP LaserJet P1606dn	Low Volume BW Printer	HP LaserJet M402dn
P06	Finance Elisa Todd	HP LaserJet 1102	Low Volume BW Printer	HP LaserJet M402dn
>	Administrative Services	# of Devices: 8		
C03	Behind Reception Desk	TOSHIBA e-STUDIO5540C	Category #3	Sharp MX-4070 with Internal Finisher
P14	Admin Srv Office	HP LaserJet P1606dn	Low Volume BW Printer	HP LaserJet M402dn
P15	Community Relations Manager	HP LaserJet 1018	Low Volume BW Printer	HP LaserJet M402dn
>	Need to Define?	# of Devices: 3		
C04	Public Works Trailer	TOSHIBA e-STUDIO356	Category #3	Sharp MX-4070 with Internal Finisher
P07	Public Works	Lexmark X463de	Category #4	HP M577c Color MFP
>	Public Works	# of Devices: 2		
C05	Community Development	TOSHIBA e-STUDIO306	Category #3	Sharp MX-4070 with Internal Finisher
P08	Community Development / County Printer	HP LaserJet Enterprise M506dn	Keep and Cover	Keep and Cover
P09	Community Development Front Counter	HP LaserJet P2015 Series	Low Volume BW Printer	HP LaserJet M402dn
P10	Community Development / Next to Copier	HP LaserJet P4014	High Volume Printer	HP LaserJet M604dn
P11	Community Development / Charles Carter	HP LaserJet 1018	Low Volume BW Printer	HP LaserJet M402dn
P12	Community Development / Sonia Southwell	Ricoh Sp C252dn	Low Volume Color Printer	HP LaserJet M452dn
C10	Basement / Community Devel	TOSHIBA e-STUDIO3040C	Optional Sharp Category #4	Sharp MX-C402sc
>	Community Development	# of Devices: 7		
P13	Planning / CD - Small Print Room	HP color LaserJet 5550	Color 11X17 Desktop Printer	HP LaserJet M750dn
WF01	Planning / CD - Small Print Room	HP DesignJet T3500ps	Not Included in RFP Scope	Not Included in RFP Scope
WF02	Planning / Open Work Area	Kip 3000	Not Included in RFP Scope	Not Included in RFP Scope
>	Planning	# of Devices: 3		

City Hall Continued Implementation Plan – July 2017

City of Lakewood

City Hall 5050 Clark Ave, Lakewood, CA 90712

Office Werks Study
Enterprise Print Business Intelligence Service



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Map ID#	Department	Current Make / Model	Consultant Recommendation	New Device Implementation
P16a	Administration / Theresa Desk	Ricoh Sp C252	Low Vol Color Printer/MFP	HP M477fdn
P16b	Administration / Theresa Desk	Hp Laserjet 1100	Eliminate	Eliminate
P17	Administration / Alma's Desk	Ricoh Sp 5210Dn	Low Vol Color Printer/MFP	HP M477fdn
P18	Administration / City Manager	Hp Laserjet 1100A	Low Volume BW Printer	HP LaserJet M402dn
P19	Administration / City Attorney Office	Brother Mfc-295Cn	Eliminate	Eliminate
P20	Administration / Carol's Office	Hp Officejet Pro 8100	Low Volume BW Printer	HP LaserJet M402dn
>	Administration	# of Devices: 6		
P21	Public Information Office / PIO	Lexmark X463de	Optional Sharp Category #4	Sharp MX-C402sc
P22	Public Information Office / PIO Desk	Ricoh Sp C252dn	Eliminate	Eliminate
P23	Public Information / Admin Envelope Printer	HP LaserJet 4250	High Volume Printer / Add	HP LaserJet M604dn / Add Envelope Feeder
>	Public Information	# of Devices: 3		
P24	Personnel / Work Area	HP LaserJet P4015	Optional Sharp Category #4	Sharp MX-C402sc
P25	City Clerk / Joe	Hp Officejet Pro 8100 Eprinter	Low Vol Color Printer/MFP	HP M477fdn
P26	City Clerk / Isabelle Diaz	HP LaserJet 6P	Eliminate	Eliminate
P27	Personnel / Manager Office	Xerox Phaser 6600DN	Eliminate	Eliminate
>	Personnel / City Clerk	# of Devices: 4		
C06	Copier Room - By Door	TOSHIBA e-STUDIO856	Category #1	Sharp MX-6070
C07	Copier Room - by phone	TOSHIBA e-STUDIO856	Category #2	Sharp MX-5070 with External Finisher
>	City Hall Copy Room	# of Devices: 2		
C08	RCS	TOSHIBA e-STUDIO3040C	Category #3	Sharp MX-4070 with Internal Finisher
P28	RCS Secretary	Brother HL-3170cdw	Low Vol Color Printer/MFP	HP M477fdn
P29	RCS Director / Lisa	HP LaserJet 1018	Low Volume BW Printer	HP LaserJet M402dn
P30a	RCS / Valerie		Low Volume BW Printer	HP LaserJet M402dn
P30	Parks Printer	Hp Laserjet P1606dn	Low Volume BW Printer	HP LaserJet M402dn
>	RCS Department	# of Devices: 4		

The Centre Implementation Plan – July 2017

City of Lakewood
The Centre 5000 Clark Ave, Lakewood, CA 90712

Office Werks Study
Enterprise Print Business Intelligence Service



Mapping Key	01 Digital Copiers	01 Color Desktop Printers & MFP's	00 Fax Machines
Color Codes	01 BW Desktop Laser Printers	01 Inkjet Desktop Printers	01 Wide Format Printer Scanners

Client Confidential: Prepared by Jessica.Close@ecoOfficeWerks.com

Map ID#	Department	Current Make / Model	Consultant Recommendation	New Device Implementation
C09	Centre Under Stairs	TOSHIBA e-STUDIO306	Category #3	Sharp MX-4070 with Internal Finisher
WF03	Room Under Stairs	HP DesignJet 800	Not Included in RFP Scope	Not Included in RFP Scope
P31	Administration / Video Production	HP LaserJet P2035n	Low Volume BW Printer	HP LaserJet M402dn
P32	Administration / Video Studio	Canon Pixma MG7520	Not Included in RFP Scope	Not Included in RFP Scope
P33	Admin Office for the Centre	HP LaserJet Enterprise 500 Color MFP	Keep and Cover	Keep and Cover
>	The Centre	# of Devices: 5		

Nixon Yard Implementation Plan – July 2017

City of Lakewood
Nixon Yard 6929 Nixon Street



Mapping Key
Color Codes

- 00 Digital Copiers
- 00 Color Desktop Printers & MFP's
- 00 Fax Machines
- 05 BW Desktop Laser Printers
- 02 Inkjet Desktop Printers
- 00 Wide Format Printer Scanners

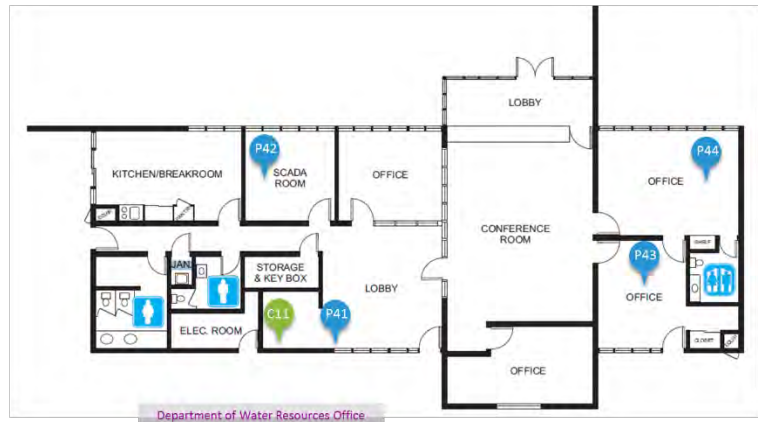
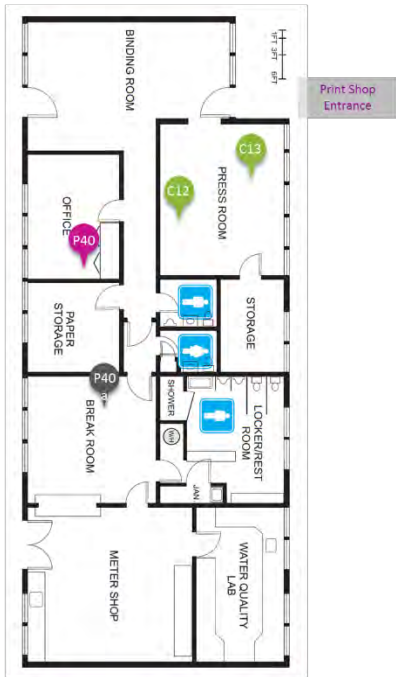
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Map ID#	Department	Current Make / Model	Monthly AVG Black Volume	Monthly AVG Color Volume	Consultant Recommendation	New Device Implementation
P34	Wilfred Purchasing Office	HP LaserJet 2430	795	0	Low Volume BW MFP Printer	HP M425dMFP
P35	Purchasing Back Room	Lexmark X463de	286	0	Optional Sharp Category #4	Sharp MX-C402sc Add Fit Kit
P36	Pubic Works - Building B	Lexmark X463de	1,293	0	Optional Sharp Category #4	Sharp MX-C402sc Add Fit Kit
P37	ERD (RCS Nixon)	Lexmark X463de	1,035	0	Optional Sharp Category #4	Sharp MX-C402sc Add Fit Kit
P38	ERD Back Room	HP OfficeJet Pro 8100	100	100	Low Volume BW Printer	HP LaserJet M402dn
P39	Fleet Building D	HP LaserJet 1020	200	0	Low Volume BW Printer	HP LaserJet M402dn
>	Nixon Yard	# of Devices: 6	3,709	100		

Arbor Yard Implementation Plan – July 2017

City of Lakewood
Arbor Yard [Insert Address](#)

Office Werks Studio
Enterprise Print Business Intelligence Service



Mapping Key

- 03 Digital Copiers
- 01 Color Desktop Printers & MFP's
- 00 Fax Machines
- 01 BW Desktop Laser Printers
- 04 Inkjet Desktop Printers
- 00 Wide Format Printer Scanners

Color Codes

Client Confidential: Prepared by Jessica.Close@ecoOfficeWerks.com

Map ID#	Department	Current Make / Model	Monthly AVG Black Volume	Monthly AVG Color Volume	Consultant Recommendation	New Device Implementation
C11	Water Office	TOSHIBA e-STUDIO306	2,923	0	Category #3	Sharp MX-4070 Add Fax Kit
P41	Water Office / Crystal's Desk	Canon MX330	100	100	Low Volume BW Printer	HP LaserJet M402dn
P42	Water Office / Scada Room	Canon MX410	100	100	Low Volume BW Printer	HP LaserJet M402dn
P43	Water Office / Toyasha	Epson WF-7501	100	100	Low Volume BW Printer	HP LaserJet M402dn
P44	Water Office / Jason	HP DeskJet 1010	100	100	Low Volume BW Printer	HP LaserJet M402dn
>	Arbor Yard / Water Office	# of Devices: 5	3,323	400		
C12	Print Shop	Xerox Color C70 with Xerox Fiery	3,429	16,248	Not Included in RFP Scope	Not Included in RFP Scope
C13	Print Shop	Xerox D125 Copier-Printer	56,237	0	Not Included in RFP Scope	Not Included in RFP Scope
P40	Print Shop Office	HP Color LaserJet CM4540 MFP	200	200	Keep and Cover	Keep and Cover
P40.a	Print Shop Building Breakroom	Brother HL-2170W	200	0	Low Volume BW Printer	HP LaserJet M402dn
P00	Electrical Shop Printer	HP LaserJet 4000 Series	200	0	Low Volume BW Printer	HP LaserJet M402dn
>	Arbor Yard / Print Shop	# of Devices: 5	60,066	16,448		

Burns Community Center Implementation Plan – July 2017

City of Lakewood
Burns Community Center 5510 Clark Ave, Lakewood, CA 90712



Burns Community Center 2nd Floor



Mapping Key

- 01 Digital Copiers
- 01 Color Desktop Printers & MFP's
- 00 Fax Machines
- 01 BW Desktop Laser Printers
- 01 Inkjet Desktop Printers
- 01 Wide Format Printer Scanners

Color Codes

Client Confidential: Prepared by Jessica.Close@ecoOfficeWerks.com

Map ID#	Department	Current Make / Model	Monthly AVG Black Volume	Monthly AVG Color Volume	Consultant Recommendation	New Device Implementation
P56	Burns Community Center	Lexmark X463de	1,069	0	Category #4	HP M577c Color MFP
P57	Back Office	Epson XP-410	100	100	Low Vol Color Printer/MFP	HP M477fdn

Weingart Senior Center Implementation Plan – July 2017

City of Lakewood

Weingart Senior Center 5220 Oliva Ave, Lakewood, CA 90712

Office Werks Study
Enterprise Print Business Intelligence Service



Mapping Key
Color Codes

00 Digital Copiers

00 Color Desktop Printers & MFP's

00 Fax Machines

01 BW Desktop Laser Printers

01 Inkjet Desktop Printers

00 Wide Format Printer Scanners

Client Confidential: Prepared by Jessica.Close@ecoOfficeWerks.com

Map ID#	Department	Current Make / Model	Monthly AVG Black Volume	Monthly AVG Color Volume	Consultant Recommendation	New Device Implementation
P59	Front Desk	HP OfficeJet Pro 8100	100	100	Low Vol Color Printer/MFP	HP M477fdn
P60	Front Desk	Lexmark X463de	500	0	Category #4	HP M577c Color MFP

City Parks Implementation Plan – July 2017

City of Lakewood Parks and Community Centers



Biscailuz Park
2601 Dollar Street

P62



Bloomfield Park
21420 Pioneer Boulevard

P48



Bolivar Park
3300 Del Amo Boulevard

P61



Boyar Park
6701 Del Amo Boulevard

P49

P50



Del Valle Park
5939 Henrilee Street

P54



Mapping Key Color Codes

00 Digital Copiers

00 Color Desktop Printers & MFP's

00 Fax Machines

06 BW Desktop Laser Printers

00 Inkjet Desktop Printers

00 Wide Format Printer Scanners

City of Lakewood Managed Print Services RFP – Attachment #1 Device Mapping Floor Plans

Client Confidential: Prepared by Jessica.Close@ecoOfficeWerks.com

Map ID#	Location	Current Make / Model	Monthly AVG Black Volume	Monthly AVG Color Volume	Consultant Recommendation	New Device Implementation
P62	Biscailuz Park	HP LaserJet P2055dn	200	0	Low Vol Printer/MFP	HP M425eMFP
P48	Bloomfield Park	Canon ImageClass MF4880dw	200	0	Low Vol Printer/MFP	HP M425eMFP
P61	Bolivar Park	Brother MFC-J475dw	100	100	Low Vol Printer/MFP	HP M425eMFP
P49	Mae Boyar Park	Canon ImageClass MF4880dw	200	0	Low Vol Printer/MFP	HP M425eMFP
P50	Mae Boyar Park	Brother HL-2230	200	0	Low Vol Printer/MFP	HP M425eMFP
P54	Del Valle Park	Canon ImageClass MF4880dw	200	0	Low Vol Printer/MFP	HP M425eMFP

City Parks Implementation Plan – July 2017

City of Lakewood Parks and Community Centers



Mayfair Park
5720 Clark Avenue

P58



Monte Verde Park
4626 N. Shadeway Road

No
Printer
P63



Palms Park
12305 207th Street

P45

P46

P47



San Martin Park
5231 Ocana Avenue

P55



Youth Center
4658 Woodruff Avenue

P51

P52

P53



Mapping Key Color Codes



00 Digital Copiers



01 Color Desktop Printers & MFP's



00 Fax Machines



07 BW Desktop Laser Printers



00 Inkjet Desktop Printers



00 Wide Format Printer Scanners

Client Confidential: Prepared by Jessica.Close@ecoOfficeWerks.com

Map ID#	Location	Current Make / Model	Monthly AVG Black Volume	Monthly AVG Color Volume	Consultant Recommendation	New Device Implementation
P58	Mayfair Park	Canon IC MF216n	200	0	Low Vol Printer/MFP	HP M425eMFP
P45	Palms Park	HP LaserJet 3055 MFP	200	0	Low Vol Printer/MFP	HP M425eMFP
P46	Palms Park	Ricoh SP C250DN	100	100	Low Volume BW Printer	HP LaserJet M402dn
P47	Palms Park	Lexmark X463de	500	0	Optional Category #4	Sharp MX-C402sc
P55	San Martin Park	Canon IC MF216n	200	0	Low Vol Printer/MFP	HP M425eMFP
P51	Youth Center	Canon ImageClass MF4880dw	200	0	Low Vol Printer/MFP	HP M425eMFP
P52	Youth Center	HP LaserJet 1012	200	0	Low Volume BW Printer	HP LaserJet M402dn
P53	Youth Center	HP LaserJet M201dw	200	0	Low Volume BW Printer	HP LaserJet M402dn

Annual Contract Compliance Phase.....10 Hours per Year

1. Eco Office Werks to maintain a consulting relationship with the City to schedule and attend new vendor semi-annual reviews to insure contract compliance.
2. Validate projected cost savings annually by reviewing new vendor/s billing and cost allocations. Insure old contracts are terminated. Be a resource for Q&A along with recommendations for any needed changes going forward.
3. Eco Office Werks on-going Contract Compliance will reduce the City of Lakewood environmental impact by neutralizing the consumption of paper used in printing through our PrintReleaf Program as follows:



#1 MEASURE OUTPUT

Eco Office Werks will gather paper consumption data annually, calculate the number of trees consumed (based on the industry average of 8,333 sheets of paper per tree).



#2 OFFSET PAPER USAGE

Eco Office Werks will offset the paper footprint through the **PrintReleaf Exchange** by certifying to plant trees at customer Selected Reforestation Projects across the world based on 1 tree planted in the Client name for every 8,333 pages printed.



#3 TRACK THE IMPACT

Eco Office Werks will report, certify and share the ongoing impact through customer customized PrintReleaf portal and selected client social media sites...



COUNCIL AGENDA

June 27, 2017

TO: The Honorable Mayor and City Council

SUBJECT: Agreement for Page Composition, Printing and Preparation for Mailing of the City Newsletter for FY 2017-2018

INTRODUCTION

The *Lakewood Living* newsletter has been one of the City's principal public information outlets since 1978. The FY 2017-2018 budget authorizes the continued production of the City newsletter and anticipates that an independent contractor will handle page composition, printing and preparation for mailing of the newsletter and, on a non-exclusive basis, other publications as determined by the City Manager.

STATEMENT OF FACTS

Based on cost, production quality, new technology applications and customer service support, Western Printing and Graphics was retained to provide newsletter printing services.

Sufficient funding for newsletter production (and, on a non-exclusive basis, other publications as determined by the City Manager) has been allocated in the City budget.

STAFF RECOMMENDATION

That the City Council authorize the Mayor and City Clerk to execute an agreement with Western Printing and Graphics, subject to approval as to legal form by the City Attorney.

Bill Grady
Public Information Officer

BB

Howard L. Chambers
City Manager

HC

COUNCIL AGENDA

June 27, 2017

TO: Honorable Mayor and Members of the Council

SUBJECT: Renewal and Amendment of Agreement with Fair Housing Consultants Inc.

STATEMENT OF FACT

As a Community Development Block Grant (CDBG) entitlement jurisdiction, the City is required to provide a fair housing counseling program for residents. The City currently contracts for these services. The City's fair housing counseling program consists of public outreach, education, and the coordination of fair housing training for local real estate agents, apartment managers and property owners. In addition, the fair housing consultant provides referrals to other agencies, which may better assist a tenant or landlord with his or her particular situation.

Since February 2001, the City has contracted with Sharron Hillery for the provision of a fair housing counseling program, which meets the U.S. Department of Housing and Urban Development (HUD) requirement. Ms. Hillery provides Lakewood residents and property owners with professional service in the areas of landlord/tenant relations, fair housing information and education, and client service referrals. The current contract expires on June 30, 2017. The cost for said services for the renewal of this contract will be funded by CDBG funds.

RECOMMENDATION

Staff recommends that the City Council approve the renewal of the contract with Sharron Hillery for fair housing consulting services to June 30, 2018 and authorize the contract amount not to exceed \$36,122 for the year.

Sonia Dias Southwell, AICP
Director of Community Development

Howard L. Chambers
City Manager

COUNCIL AGENDA

June 27, 2017

TO: Honorable Mayor and City Council

SUBJECT: Reimbursement Agreements with Long Beach Transit Fixed Route Subsidy and Dial-A-Lift Services

INTRODUCTION

Long Beach Transit has submitted a request for renewal of the City's Proposition "A" support of Fixed Route and Dial-A-Lift services. The present agreements expire on June 30, 2017. The request for Lakewood support is made in order to comply with the terms of the Long Beach Transit agreement with the City of Long Beach. Long Beach Transit is required to either secure a proportionate amount of subsidies from the jurisdictions it serves or withdraw services. Since 1984, through a contract, the City of Lakewood has been utilizing the transit services provided by Long Beach Transit.

STATEMENT OF FACTS

Lakewood residents utilize the Long Beach Transit system extensively. The table below shows the ridership since Fiscal Year 2011-2012.

PROGRAM	FISCAL YEAR						
	2011-2012	2012-2013	2013-2014	2014-2015	2015-2016	2016-2017*	2017-2018**
FIXED ROUTE TRIPS	1,065,555	1,016,395	1,047,938	1,214,132	1,181,671	1,092,822	1,147,914
DIAL-A-LIFT TRIPS	2,169	2,253	2,348	4,150	4,063	2,919	4,180

*Projection **Estimate

Both existing contracts will expire on June 30, 2017. A one-year contract has been prepared for the Fixed Route and Dial-A-Lift services for the next Fiscal Year. The terms of the proposed agreements are as follows:

Reimbursement for Fixed Route Transportation Services. Long Beach Transit proposes the subsidy for Fiscal Year 2017-2018 be a contribution of \$108,869.

Dial-A-Lift Services. The compensation for Dial-A-Lift services is based upon the rate of \$25.15 per passenger boarding for Fiscal Year 2017-2018. The total compensation is not to exceed \$105,131 for Fiscal Year 2017-2018.

SUMMARY

Long Beach Transit has requested renewal of the agreements with the City for subsidy of the Fixed Route and for Dial-A-Lift services for Fiscal Year 2017-2018. These projects have been included as a part of the budget.

Agreements - Long Beach Transit
June 27, 2017
Page 2

RECOMMENDATION

Staff recommends that the City Council authorize the Mayor to sign the agreements with Long Beach Transit, for both Fixed Route bus services and Dial-A-Lift services at the same level of service as provided in previous years. The proposed agreement has been reviewed and approved by the City Attorney as to form.

Sonia Dias Southwell, AICP
Director of Community Development

Howard L. Chambers
City Manager

COUNCIL AGENDA

June 27, 2017

TO: The Honorable Mayor and City Council

SUBJECT: Brea/IT Solutions, Informational Technology Services Contract Amendment

INTRODUCTION

The city contracts with Brea/IT for information technology (IT) management services to manage and support the city's network servers, desktop and laptop computers, printers, scanners, and an ever changing list of hardware, firmware, software and interfaces. In many cases, these IT resources must operate on a 24/7 basis, and the quality and commitment of the IT Specialists is crucial.

STATEMENT OF FACT


Brea/IT has provided Information Technology services to the city since May 1, 2008. The support Brea/IT provides to the city includes both onsite staff in Lakewood as well as using technical and IT management staff members at its Brea offices. Throughout the city's on-going relationship, Brea/IT has exhibited open communication, consistency, professional ethics and flexibility in all areas of vendor relations. Their on-site staff provides efficient, effective and courteous service, and proactively offers the necessary feedback to ensure any future adjustments are incorporated to the further support of our staff. They have exhibited strong technical knowledge in all areas of information technology, which has allowed the City to successfully implement many various IT products and maintain systems in a cost saving manner. The city benefits greatly from the support of Brea/IT.

Brea/IT has proposed a two percent increase in their fees for Fiscal Year 2017-2018.

STAFF RECOMMENDATION

It is respectfully recommended that the City Council approve the Contract Amendment of the Information Technology Agreement with Brea/IT Solutions.


Diane Perkin
Director of Administrative Services

Howard L. Chambers
City Manager 

RESOLUTION NO. 2017-32

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
LAKEWOOD AMENDING RESOLUTION NO. 76-66
PERTAINING TO THE CITY MANAGER

WHEREAS, the Lakewood City Council has heretofore adopted Resolution No. 76-66 appointing Howard L. Chambers as City Administrator of the City of Lakewood; and

WHEREAS, Resolution No. 76-66 has previously been amended pertaining to compensation; and

WHEREAS, on July 11, 2000, by Ordinance No. 2000-6, the City Council amended the Lakewood Municipal Code to change the City Administrator designation to City Manager; and

WHEREAS, the City Council approved an Agreement with Howard L. Chambers dated February 14, 2012, and last amended said agreement on June 28, 2016; and

WHEREAS, the City Council has determined that the City Manager has commendably and satisfactorily performed his duties and should receive compensation as provided therein.

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

SECTION 1. That the salary of the City Manager shall be adjusted 3% effective June 18, 2017.

SECTION 2. The City Council hereby provides eight days of compensation time to be credited to the City Manager's leave accrual.

SECTION 3. This resolution shall be effective on June 27, 2017, and Resolution No. 76-66, as amended, is hereby reaffirmed in all other aspects, except where inconsistent with this resolution.

ADOPTED AND APPROVED THIS 27TH DAY OF JUNE, 2017.

Mayor

ATTEST:

City Clerk

City Attorney

AGREED TO:

Howard L. Chambers, City Manager

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COUNCIL AGENDA

June 27, 2017

TO: The Honorable Mayor and City Council

SUBJECT: *Revised (2)*
Award of Bid – Public Works Contract 2016-01R
Improvements to the Existing Burns Community Center Project
Award of Bid – Public Works Contract 2017-03
Asbestos Abatement of the Existing Burns Community Center
Approval of Other Related Agreements

INTRODUCTION

Bids have been opened for the Improvements to the Existing Burns Community Center Project.

STATEMENT OF FACT

Public Works Contract 2016-01R

On June 14, 2017 the City Clerk received and opened two bids for the Improvements to the Existing Burns Community Center Project. Bids ranged from \$2,699,970 to \$2,899,000. The following is the bid summary:

Contractor	Base Bid Amount
De La Riva	\$ 2,699,970
ARC Construction Inc.	\$ 2,899,000

The lowest responsible bidder is De La Riva Construction in the bid amount of \$2,699,970.

The total bid price for the project is higher than desired. Staff proposes to eliminate the monument sign for a savings of \$76,900, which will be the subject of Change Order No. 1, to be approved simultaneously with the award of the contract.

Staff has verified with the State Contractors License Board that De La Riva is properly licensed for the work. References were checked with favorable results.

Bid Protest

On June 23, 2017, at 2:45 pm, staff received a letter of protest from the second bidder, Arc Construction. Under our project specifications, any bidder who wishes to submit a protest must do so within 5 calendar days of bid opening. Bids were opened on June 14, 2017, and any protest needed to be submitted by June 19, 2017. In addition, the two points raised in the protest related to the listed elevator subcontractor on the low bidder’s bid document. The sub’s DIR number was not specifically listed, and the general contractor did not list their intention to substitute elevator manufacturers which they state was a clerical error. The missing DIR number has been obtained and provided to City Staff, and the substitution list has been revised to correct the clerical error. Staff recommends that the protest of ARC Construction be rejected as not timely and that the inconsequential irregularities in the low bid document be waived.

Construction on this project is scheduled to begin in late July and be completed in 2018.

Public Works Contract 2017-03.

Bids were opened on June 14, 2017 for removal of asbestos containing building materials from construction areas of Burns Community Center. Four bids were received as follows:

Contractor	Base Bid Amount
Harbor Environmental Group, Inc.	\$20,174.00
Precision Contracting	\$24,800.00
Unlimited Environmental Inc.	\$25,573.28
Integrated Demo & Remediation	\$29,800.00

Harbor Environmental Group, Inc. is the lowest, responsible bidder on this contract. References checked by staff were favorable and their license, bonds and insurance meet contract requirements.

Related Service Agreements

The consulting engineering firm of Willdan has an agreement with the City of Lakewood to assist with various engineering matters and has submitted a proposal in the amount of \$127,750 to provide project management, contract administration, construction observation and labor compliance services for the project.

The City will also need to work with consultants and vendors for necessary related services such as air quality monitoring and clearance during the abatement, construction materials testing and inspection, and structural, electrical, mechanical, and plumbing consultants. We have listed an estimated amount of costs for these services.

Additional City Funding

There is \$1,144,638 of CDBG funds allocated to this project, including \$212,747 of new funds for FY 17-18. Finally, \$1,149,743 of general funds are budgeted and available for this project, however, an additional appropriation of \$699,613.21 is needed at this time to fully fund the construction contract, contingency, and various agreements and services described in this report.

A detailed description of cost is provided in the table below:

De La Riva Construction (PW 16-01R)	\$ 2,699,970.00
Change Order #1	\$ (76,900.00)
Construction Contract Total	\$ 2,623,070.00
Harbor Environmental Group (PW 17-03)	\$ 20,174.00
Willdan Engineering – Inspection, Project Mgmt, Labor Compliance	\$ 127,750.00
SCS Engineers - Air Quality Monitoring and Clearance	\$ 8,000.00
Materials Testing	\$ 10,000.00
Structural, Electrical, Mechanical, Plumbing Consulting Services	\$ 20,000.00

SUB-TOTAL	\$ 2,808,994.00
Contingency	\$ 185,000.00
TOTAL PROJECT COST	\$ 2,993,994.00

FUNDING:

General Fund	\$ 1,149,743.21
CDBG Funds	\$ 1,144,637.58
TOTAL Budgeted Funds	\$ 2,294,380.79
Proposed Appropriation – General Fund	\$ 699,613.21

RECOMMENDATION


Staff recommends that the City Council:


- (1) Adopt the plans, specifications, Addenda and working details for PW 2016-01R and 2017-03.
- (2) *Reject the bid protest filed by ARC Construction on June 23, 2017 since it was not filed within the 5 calendar day deadline required by the project specifications, and waive the two inconsequential irregularities in De La Riva's bid document.*
- (3) Award the contract for the Improvements to the Existing Burns Center Project to De La Riva Construction in the amount of \$2,699,970 and authorize the Mayor to sign the contract in a form approved by the City Attorney.
- (4) Approve Change Order No. 1 to Public Works Contract 16-01R in the net reduction to the contract of \$76,900.
- (5) Authorize construction management and labor compliance services for the project under Willdan Engineering's on-call agreement in the amount of \$127,750.
- (6) Authorize materials testing services and environmental engineering services in an amount not to exceed \$18,000 under the appropriate on-call agreements.
- (7) Authorize structural, electrical, mechanical, and plumbing consultant services in an amount not to exceed \$20,000 under the appropriate on-call agreements.
- (8) Award a contract for the "Asbestos Abatement of the Burns Community Center", Public Works Contract 17-03, in the amount of \$20,174, to Harbor Environmental Group, Inc. and authorize the Mayor to sign the contract in a form approved by the City Attorney.

Award of Bid – Burns Improvement Project
June 27, 2017
Page 4 of 4

Authorize the Director of Public Works to approve a cumulative total of change orders as necessary not to exceed \$185,000 for PW 2016-01R and PW 2017-03.

- (9) Appropriate \$699,613.21 from the General Fund assigned fund balance - Capital Replacement and Repair.

Lisa A. Rapp 
Director of Public Works

Howard L. Chambers 
City Manager

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COUNCIL AGENDA

June 27, 2017

TO: The Honorable Mayor and City Council

SUBJECT: Second Reading of Ordinances 2017-4, 2017-5 and 2017-6 and Resolutions Adopting Development Standards for Wireless Facilities on Private Property and Construction and Installation Standards for Wireless Facilities in the Public Rights-of-Way

INTRODUCTION

At the June 13, 2017 City Council meeting, Ordinances 2017-4, 2017-5 and 2017-6 were introduced. Ordinances 2017-4 and 2017-6 require that development and construction and installation standards shall be adopted by City Council Resolutions.


STATEMENT OF FACT


Ordinance 2017-4, regarding wireless telecommunication facilities on private property, requires that development standards shall be adopted by City Council Resolution. All new wireless facilities and substantial changes to existing wireless facilities not covered under Section 6409 must conform to the generally applicable standards listed under Exhibit A (Private Property).

Ordinance 2017-6, regarding wireless telecommunication facilities in the public rights-of-way, requires that construction and installation standards shall be adopted by City Council Resolution. All new wireless facilities and modifications to existing wireless facilities in the public rights-of-way not covered under Section 6409 must conform to the generally applicable standards listed under Exhibit A (Public Rights-of-Way).

RECOMMENDATION

It is recommended that the City Council adopt Ordinances 2017-4, 2017-5, and 2017-6 and adopt the proposed resolutions.

Paolo Beltran 
Assistant to the City Manager

Howard L. Chambers 
City Manager

ORDINANCE NO. 2017-4

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF
LAKEWOOD REGARDING WIRELESS FACILITIES ON
PRIVATE PROPERTY

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

SECTION 1. The following new Part 21 is hereby added to Chapter 3 of Article IX of
the Lakewood Municipal Code:

PART 21
WIRELESS FACILITIES ON PRIVATE PROPERTY

9600. LEGISLATIVE INTENT

- A. The City of Lakewood intends this Part to establish reasonable and uniform and comprehensive standards and procedures for wireless facilities deployment, construction, installation, collocation, modification, operation, relocation and removal on private property within the City's territorial boundaries, consistent with and to the extent permitted under federal and California state law. The standards and procedures contained in this Part are intended to, and should be applied to, protect and promote public health, safety and welfare, and also balance the benefits that flow from robust, advanced wireless services with the City's local values, which include without limitation the aesthetic character of the City, its neighborhoods and community.
- B. This Part is not intended to, nor shall it be interpreted or applied to: (1) prohibit or effectively prohibit any personal wireless service provider's ability to provide personal wireless services; (2) prohibit or effectively prohibit any entity's ability to provide any interstate or intrastate telecommunications service, subject to any competitively neutral and nondiscriminatory rules, regulations or other legal requirements for rights-of-way management; (3) unreasonably discriminate among providers of functionally equivalent services; (4) deny any request for authorization to place, construct or modify personal wireless service facilities on the basis of environmental effects of radio frequency emissions to the extent that such wireless facilities comply with the FCC's regulations concerning such emissions; (5) prohibit any collocation or modification that the City may not deny under federal or California state law; (6) impose any unfair, unreasonable, discriminatory or anticompetitive fees that exceed the reasonable cost to provide the services for which the fee is charged; or (7) otherwise authorize the City to preempt any applicable federal or California state law.
- C. Except as otherwise indicated, all references to Section numbers in this Part refer to Sections in the Lakewood Municipal Code.

9601. DEFINITIONS

The abbreviations, phrases, terms and words used in this Part will have the meanings assigned to them in this Section, or, as may be appropriate, in Lakewood Municipal Code Section 9302 (Definitions), as may be amended from time to time, unless context indicates otherwise. Undefined phrases, terms or words in this section will have the meanings assigned to them in 47 U.S.C. § 702, as may be amended from time to time, and, if not defined therein, will have their ordinary meanings. In the event that any definition assigned to any phrase, term or word in this Section conflicts with any federal or state-mandated definition, the federal or state-mandated definition will control.

- A. “approval authority” means the commission, board or official responsible for review of permit applications and vested with the authority to approve or deny such applications. The approval authority for a Conditional Use Permit is the Planning and Environment Commission or, on appeal, the City Council. The approval authority for a Development Review Board Approval is the Development Review Board or, on appeal, the Planning and Environment Commission.
- B. “base station” means the same as defined by the FCC in 47 C.F.R. § 1.40001(b)(1), as may be amended, which defines that term as a structure or equipment at a fixed location that enables FCC-licensed or authorized wireless communications between user equipment and a communications network. The term does not encompass a tower as defined in 47 C.F.R. § 1.40001(b)(9) or any equipment associated with a tower. The term includes, but is not limited to, equipment associated with wireless communications services such as private, broadcast, and public safety services, as well as unlicensed wireless services and fixed wireless services such as microwave backhaul. The term includes, but is not limited to, radio transceivers, antennas, coaxial or fiber-optic cable, regular and backup power supplies, and comparable equipment, regardless of technological configuration (including distributed antenna systems and small-cell networks). The term includes any structure other than a tower that, at the time the relevant application is filed with the State or local government under this section, supports or houses equipment described in 47 C.F.R. § 1.40001(b)(1)(i)-(ii) that has been reviewed and approved under the applicable zoning or siting process, or under another State or local regulatory review process, even if the structure was not built for the sole or primary purpose of providing such support. The term does not include any structure that, at the time the relevant application is filed with the State or local government under this section, does not support or house equipment described in 47 C.F.R. § 1.40001(b)(1)(i)-(ii).
- C. “camouflaged” or “camouflaging” means concealment techniques that integrate the transmission equipment into the surrounding natural and/or built environment such that the average, untrained observer cannot directly view the equipment but would likely recognize the existence of the wireless facility or concealment technique. Camouflaging concealment techniques include, but are not limited to: (1) facade or rooftop mounted pop-out screen boxes; (2) antennas mounted within a radome above a streetlight; (3) equipment cabinets in the public rights-of-way painted or wrapped to match the background; and (4) an isolated or standalone faux-tree.

- D. “collocation” means the same as defined by the FCC in 47 C.F.R. § 1.40001(b)(2), as may be amended, which defines that term as the mounting or installation of transmission equipment on an eligible support structure for the purpose of transmitting and/or receiving radio frequency signals for communications purposes. As an illustration and not a limitation, the FCC’s definition effectively means “to add” and does not necessarily refer to more than one wireless facility installed at a single site.
- E. “CPCN” means a “Certificate of Public Convenience and Necessity” granted by the CPUC or its duly appointed successor agency pursuant to California Public Utilities Code §§ 1001 *et seq.*, as may be amended.
- F. “CPUC” means the California Public Utilities Commission established in the California Constitution, Article XII, § 5, or it’s duly appointed successor agency.
- G. “Director” means the Director of Community Development of the City of Lakewood, California, or the Director of Community Development’s designee.
- H. “FCC” means the Federal Communications Commission or its duly appointed successor agency.
- I. “OTARD” means any over-the-air reception device subject to 47 C.F.R. §§ 1.4000 *et seq.*, as may be amended, and which includes satellite television dishes not greater than one meter in diameter.
- J. “personal wireless services” means the same as defined in 47 U.S.C. § 332(c)(7)(C)(i), as may be amended, which defines the term as commercial mobile services, unlicensed wireless services and common carrier wireless exchange access services.
- K. “personal wireless service facilities” means the same as defined in 47 U.S.C. § 332(c)(7)(C)(i), as may be amended, which defines the term as facilities that provide personal wireless services.
- L. “RF” means radio frequency or electromagnetic waves generally between 30 kHz and 300 GHz in the electromagnetic spectrum range.
- M. “Section 6409” means Section 6409(a) of the Middle Class Tax Relief and Job Creation Act of 2012, Pub. L. No. 112-96, 126 Stat. 156, codified as 47 U.S.C. § 1455(a), as may be amended.
- N. “stealth” means concealment techniques that completely screen all transmission equipment from public view and integrate the transmission equipment with the surrounding natural and/or built environment such that, given the particular context, the average, untrained observer does not recognize the existence of the wireless facility or concealment technique. These facilities are so integrated and well-hidden that the average, untrained observed would need special knowledge to recognize their existence. Stealth concealment techniques include, but are not limited to: (1) transmission equipment placed completely within existing architectural features such that the installation causes no visible change to the underlying structure and (2) new architectural features that mimic the underlying building in architectural style, physical proportion and quality of construction materials. Architectural features commonly used as stealth concealment include, but are not limited to, church steeples, cupolas, bell towers, clock towers, pitched faux-roofs, water tanks and flagpoles. Further, whether a wireless facility qualifies as a stealth facility depends on the context that exists at a given location and is evaluated on a case-by-case basis.

- O. “temporary wireless facilities” means portable wireless facilities intended or used to provide personal wireless services on a temporary or emergency basis, such as a large-scale special event in which more users than usual gather in a confined location or when a disaster disables permanent wireless facilities. Temporary wireless facilities include, without limitation, cells-on-wheels (“COWs”), sites-on-wheels (“SOWs”), cells-on-light-trucks (“COLTs”) or other similarly portable wireless facilities not permanently affixed to site on which is located.
- P. “tower” means the same as defined by the FCC in 47 C.F.R. § 1.40001(b)(9), as may be amended, which defines that term as any structure built for the sole or primary purpose of supporting any FCC-licensed or authorized antennas and their associated facilities, including structures that are constructed for wireless communications services including, but not limited to, private, broadcast, and public safety services, as well as unlicensed wireless services and fixed wireless services such as microwave backhaul, and the associated site. Examples include, but are not limited to, monopoles, mono-trees and lattice towers.
- Q. “transmission equipment” means the same as defined by the FCC in 47 C.F.R. § 1.40001(b)(8), as may be amended, which defines that term as equipment that facilitates transmission for any FCC-licensed or authorized wireless communication service, including, but not limited to, radio transceivers, antennas, coaxial or fiber-optic cable, and regular and backup power supply. The term includes equipment associated with wireless communications services including, but not limited to, private, broadcast, and public safety services, as well as unlicensed wireless services and fixed wireless services such as microwave backhaul.
- R. “wireless” means any FCC-licensed or authorized wireless communication service transmitted over frequencies in the electromagnetic spectrum.

9602. APPLICABILITY

- A. Applicable Wireless Facilities. This Part applies to all existing wireless facilities within the City and all applications and requests for approval to construct, install, modify, collocate, relocate or otherwise deploy wireless facilities in the City, that are located or proposed to be located on private property, unless exempted under Section 9602(B) or governed under Part 22 pursuant to Section 9602(C).
- B. Exempt Wireless Facilities. Notwithstanding the provisions in Section 9602(A), the provisions in this Part will not be applicable to: (1) wireless facilities located or proposed to be located in the public right-of-way pursuant to Chapter 7, Article VII; (2) wireless facilities owned and operated by the City for public purposes; (3) wireless facilities installed on City-owned support structures or other personal property in the public right-of-way pursuant to a valid master license agreement with the City; (4) amateur radio facilities; (5) OTARD antennas; (6) wireless facilities installed completely indoors and intended to extend signals for personal wireless services in a personal residence or a business (such as a femtocell or indoor distributed antenna system); and (7) wireless facilities or equipment owned and operated by CPUC-regulated electric companies for use in connection with electrical power generation, transmission and distribution facilities subject to CPUC General Order 131-D.

- C. Request for Approval Pursuant to Section 6409. Any requests for approval to collocate, replace or remove transmission equipment at an existing wireless tower or base station submitted pursuant to Section 6409 will be first reviewed under Part 22. If the approval authority for the project finds that the application is not covered by Section 6409, then any approval of the application shall be made pursuant to this Part.

9603. PRIOR APPROVALS REQUIRED

- A. Development Review Board Approval. A Development Review Board Approval subject to the Development Review Board's prior review and approval in accordance with the procedures and standards in Lakewood Municipal Code Article IX Part 18 (Development Review Board) is required for all projects; provided, however that the following projects are not also subject to a Conditional Use Permit:
 - (1) all collocations, modifications or other changes to existing stealth facilities not subject to Section 6409;
 - (2) new wireless facilities on lattice electric transmission towers;
 - (3) new stealth wireless facilities.
- B. Conditional Use Permit. A Conditional Use Permit, subject to the Planning and Environment Commission's prior review and approval in accordance with the procedures and standards in Lakewood Municipal Code Article IX Part 10 (Variance and Conditional Use Permit) is required for all other new wireless facilities and modifications to existing wireless facilities not subject to the limited exception in Section 9606(C), the exception in Section 9603(A)(1) and (2), a Section 6409 Approval or a temporary use permit.
- C. Temporary Use Permit. A temporary use permit, subject to the Development Review Board's prior review and approval in accordance with the procedures and standards in Section 9610 is required for any temporary wireless facility, unless deployed in connection with an emergency pursuant to Section 9610(B).
- D. Other Permits and Regulatory Approvals. In addition to any Director Approval, Development Review Board Approval, Conditional Use Permit or other permit required under this Section, the applicant must obtain all other permits and regulatory approvals as may be required by any other federal, state or local government agencies, which includes without limitation any encroachment permit, excavation permit, building permit, electrical permit or other permits and/or regulatory approvals issued by other departments or divisions within the City. Furthermore, any permit or approval granted under this Part or deemed granted or deemed approved by law shall remain subject to any and all lawful conditions and/or legal requirements associated with such other permits or regulatory approvals.

9604. APPLICATION REQUIREMENTS

- A. Application Required. The approval authority shall not approve any request for a Development Review Board Approval or Conditional Use Permit except upon a duly filed application consistent with this Section and any other written rules the City or the Director may establish from time to time in any publicly-stated format.
- B. Application Content. All applicants for a Development Review Board Approval or Conditional Use Permit shall submit all the content, information and materials required by the Director for the application. The City Council authorizes the Director to develop,

publish and from time-to-time update or amend permit application forms, checklists, informational handouts and other related materials that the Director finds necessary, appropriate or useful for processing any application governed under this Section. The City Council further authorizes the Director to establish other reasonable rules and regulations, which may include without limitation regular hours for appointments with applicants, as the Director deems necessary or appropriate to organize, document and manage the application intake process: All such permit application forms, checklists, informational handouts, rules and regulations must be in written form and made available on the City's website and/or in-person at the Department of Community Development to provide applicants with prior notice.

- C. Procedures for a Duly Filed Application. Any application for a Development Review Board Approval or Conditional Use Permit will not be considered duly filed unless accepted by the Department of Community Development.
- D. Applications Deemed Withdrawn. To promote efficient review and timely decisions, any application governed under this Section will be automatically deemed withdrawn by the applicant when the applicant fails to tender a substantive response to the Director within 90 calendar days after the Director deems the application incomplete in a written notice to the applicant. The Director may, in the Director's discretion, grant a written extension for up to an additional one year when the applicant submits a written request prior to the 90th day that shows good cause to grant the extension. Delays due to circumstances outside the applicant's reasonable control will be considered good cause to grant the extension.

9605. NOTICE

- A. General Notice Requirements. Public notice in accordance with the provisions in Lakewood Municipal Code Section 9422 (Notices) shall be required for all Development Review Board Approval or Conditional Use Permit applications, as applicable.
- B. Deemed-Approval Notices. Not more than 30 days before the applicable FCC timeframe for review expires, and in addition to the public notice required in Section 9605(A), an applicant for a Development Review Board Approval or Conditional Use Permit must provide a posted notice at the project site that states the project will be automatically deemed approved pursuant to California Government Code § 65964.1 unless the City approves or denies the application or the applicant tolls the timeframe for review within the next 30 days. The posted notice must be compliant with all applicable provisions in Lakewood Municipal Code Section 9422 (Notices). The public notice required under this Section 9605(B) will be deemed given when the applicant delivers written notice to the Director that shows the appropriate notice has been posted at the project site. Notwithstanding anything to the contrary in this Section, the approval authority shall be permitted to act on an application at any time so long as the public notice required in Section 9605(A) has occurred.
- C. Decision Notices. Within five business days after the approval authority acts on an application for a Development Review Board Approval or Conditional Use Permit or before the FCC shot clock expires (whichever occurs first), the approval authority or the approval authority's designee shall send a written notice to the applicant. In the event that the approval authority denies the application (with or without prejudice), the written

notice to the applicant must contain (1) the reasons for the decision and (2) instructions for how and when to file an appeal.

9606. DECISIONS; LIMITED EXCEPTIONS; APPEALS

- A. Required Findings for Approval. The approval authority may approve or conditionally approve any application for any Development Review Board Approval or Conditional Use Permit when the approval authority finds that:
- (1) the proposed wireless facility complies with all required findings for use permit approval in Lakewood Municipal Code Section 9401 (Basis for Approval or Denial of a Conditional Use Permit) or Section 9484.1 (Powers and Duties of Development Review Board), as applicable;
 - (2) the proposed wireless facility complies with all applicable development standards adopted pursuant to Section 9609, or qualifies for a limited exception pursuant to Section 9606(C); and
 - (3) the applicant has certified in a signed affidavit that its proposed wireless facility will be in compliance with all applicable FCC rules and regulations for human exposure to RF emissions.
- B. Conditional Approvals; Denials without Prejudice. Subject to any applicable limitations in federal or state law, nothing in this Section is intended to limit the approval authority's ability to conditionally approve or deny without prejudice any application for a Development Review Board Approval or Conditional Use Permit as may be necessary or appropriate to protect and promote the public health, safety and welfare, and to advance the goals or policies in this Section or the General Plan.
- C. Limited Exceptions for Personal Wireless Service Facilities. In the event that an applicant claims that strict compliance with the site location guidelines in Section 9608 or the development standards in Section 9609 would effectively prohibit the applicant's ability to provide personal wireless services, the Planning and Environment Commission may grant a limited exception from such requirements to the extent necessary to prevent an effective prohibition when the Planning and Environment Commission finds:
- (1) the proposed wireless facility qualifies as a "personal wireless service facility" as defined in 47 U.S.C. § 332(c)(7)(C)(ii), as may be amended or superseded;
 - (2) the applicant has provided the Planning and Environment Commission with a reasonable and clearly defined technical service objective to be achieved by the proposed wireless facility;
 - (3) the applicant has provided the Planning and Environment Commission with a written statement that contains a detailed and fact-specific explanation as to why the proposed wireless facility cannot be deployed in compliance with the applicable provisions in this Part, the Lakewood Municipal Code, the General Plan and/or any specific plan;
 - (4) the applicant has provided the Planning and Environment Commission with a meaningful comparative analysis with the factual reasons why all alternative locations and/or designs identified in the administrative record (whether suggested by the applicant, the City, public comments or any other source) are not technically feasible or potentially available to reasonably achieve the applicant's

- reasonable and clearly defined technical service objective to be achieved by the proposed wireless facility; and
- (5) the applicant has demonstrated to the Planning and Environment Commission that the proposed location and design is the least non-compliant configuration that will reasonably achieve the applicant's reasonable and clearly defined technical service objective to be achieved by the proposed wireless facility, which includes without limitation a meaningful comparative analysis into multiple smaller or less intrusive wireless facilities dispersed throughout the intended service area.
- D. Appeals. Any interested person or entity may appeal any decision by the approval authority in accordance with the standards and procedures in Lakewood Municipal Code Section 9485 (Board Decision) or Section 9486 (Appeal from Decision of the Planning Commission), as applicable, except as modified in this Section 9606(D). On the next available meeting date after the appeal period lapses, or as soon as reasonably feasible thereafter, the appellate body shall hold a *de novo* public hearing to consider and act on the application in accordance with the applicable provisions in the General Plan, any applicable specific plan and all applicable provisions in the Lakewood Municipal Code. Appeals from an approval will not be permitted to the extent that the appeal is based on environmental effects from RF emissions that comply with all applicable FCC regulations.

9607. STANDARD CONDITIONS OF APPROVAL

In addition to all other conditions adopted by the approval authority, all Development Review Board Approvals and Conditional Use Permits, whether approved by the approval authority or deemed approved by the operation of law, shall be automatically subject to the conditions in this Section 9607. The approval authority (or the appellate authority on appeal) shall have discretion to modify or amend these conditions on a case-by-case basis as may be necessary or appropriate under the circumstances to protect public health and safety or allow for the proper operation of the approved facility consistent with the goals of this Part.

- A. Permit Term. This permit will automatically expire 10 years and one day from its issuance, except when California Government Code § 65964(b), as may be amended or superseded in the future, authorizes the City to establish a shorter term for public safety or substantial land use reasons. Any other permits or approvals issued pursuant to Section 6409 in connection with any collocation, modification or other change to this wireless facility, which includes without limitation any permits or other approvals deemed-granted under federal law, will not extend this term limit unless expressly provided otherwise in such permit or approval or required under federal or state law.
- B. Compliance with Approved Plans. Before the permittee submits any applications to the Building Division, the permittee must incorporate this permit, all conditions associated with this permit and the approved photo simulations into the project plans (the "Approved Plans"). The permittee must construct, install and operate the wireless facility in substantial compliance with the Approved Plans. Any alterations, modifications or other changes to the Approved Plans, whether requested by the permittee or required by other departments or public agencies with jurisdiction over the wireless facility, are subject to the Director's prior review and approval, who may refer the request to the

- original approval authority if the Director finds that the requested alteration, modification or other change substantially deviates from the Approved Plans or implicates a significant or substantial land-use concern.
- C. **Post-Installation Final Inspection.** The permittee shall submit plans and obtain permits prior to the construction, installation, or modification, of any wireless telecommunication facility or component thereof, in accordance with approved plans and shall obtain a successful final inspection.
- D. **Maintenance Obligations; Vandalism.** The permittee shall keep the site, which includes without limitation any and all improvements, equipment, structures, access routes, fences and landscape features, in a neat, clean and safe condition in accordance with the Approved Plans and all conditions in this permit. Any concealment elements shall be kept in "like new" condition at all times. The permittee shall keep the site area free from all litter and debris at all times. The permittee, at no cost to the City, shall remove and remediate any graffiti or other vandalism at the site within 48 hours after the permittee receives notice or otherwise becomes aware that such graffiti or other vandalism occurred. The permittee and property owner shall maintain any and all landscape features in accordance with an approved landscape plan, if any, and shall replace dying or dead trees, foliage or other landscape elements shown on the Approved Plans within 5 calendar days after written notice from the City.
- E. **Compliance with Laws.** The permittee shall maintain compliance at all times with all federal, state and local statutes, regulations, orders or other rules that carry the force of law ("Laws") applicable to the permittee, the subject property, the wireless facility or any use or activities in connection with the use authorized in this permit, which includes without limitation any Laws applicable to human exposure to RF emissions. The permittee expressly acknowledges and agrees that this obligation is intended to be broadly construed and that no other specific requirements in these conditions are intended to reduce, relieve or otherwise lessen the permittee's obligations to maintain compliance with all Laws. In the event that the City fails to timely notice, prompt or enforce compliance with any applicable provision in the California Building Code, Lakewood Municipal Code, any permit, any permit condition or any applicable law or regulation, the applicant or permittee will not be relieved from its obligation to comply in all respects with all applicable provisions in any such permit, permit condition or any applicable law or regulation.
- F. **Adverse Impacts on Other Properties.** The permittee shall use all reasonable efforts to avoid any and all undue or unnecessary adverse impacts on nearby properties that may arise from the permittee's or its authorized personnel's construction, installation, operation, modification, maintenance, repair, removal and/or other activities at the site. The permittee shall not perform or cause others to perform any construction, installation, operation, modification, maintenance, repair, removal or other work that involves heavy equipment or machines except during normal construction hours in accordance with Lakewood Municipal Code Section 8020. The restricted work hours in this condition will not prohibit any work required to prevent an actual, immediate harm to property or persons, or any work during an emergency declared by the City. The Director or the Director's designee may issue a stop work order for any activities that violates this condition.

- G. Backup Power; Generators. The permittee shall operate backup power generators only during (1) commercial power outages or (2) for maintenance purposes during normal construction hours in accordance with Lakewood Municipal Code Section 8020. The Director may approve a temporary power source and/or generator in connection with initial construction or major repairs.
- H. Inspections; Emergencies. The permittee expressly acknowledges and agrees that the City's officers, officials, staff or other designee may enter onto the site and inspect the improvements and equipment upon reasonable prior notice to the permittee, or at any time during an emergency. The City's officers, officials, staff or other designee may, but will not be obligated to, enter onto the site area without prior notice to support, repair, disable or remove any improvements or equipment in emergencies or when such improvements or equipment threatens actual, imminent harm to property or persons; provided, however, that even in such emergency circumstances, the City shall use reasonable efforts to notify the permittee prior to such entry to the extent practicable under the circumstances. The permittee, if present, may observe the City's officers, officials, staff or other designee while any such inspection or emergency access occurs.
- I. Permittee's Contact Information. The permittee shall furnish the Director with accurate and up-to-date contact information for a person responsible for the wireless facility, which includes without limitation such person's full name, title, direct telephone number, mailing address and email address. The permittee shall keep such contact information up-to-date at all times and immediately provide the Director with updated contact information in the event that either the responsible person or such person's contact information changes.
- J. Indemnification. The permittee and, if applicable, the property owner upon which the wireless facility is installed shall defend, indemnify and hold harmless the City, its agents, officers, officials, employees and volunteers from any and all (1) damages, liabilities, injuries, losses, costs and expenses and from any and all claims, demands, law suits, writs and other actions or proceedings ("Claims") brought against the City or its agents, officers, officials, employees or volunteers to challenge, attack, seek to modify, set aside, void or annul the City's approval of this permit, and (2) other Claims any kind or form, whether for personal injury, death or property damage, that arise from or in connection with the permittee's or its agents', directors', officers', employees', contractors', subcontractors', licensees', or customers' acts or omissions in connection with this permit or the wireless facility. In the event the City becomes aware any Claims, the City will use best efforts to promptly notify the permittee and the private property owner and shall reasonably cooperate in the defense. The permittee expressly acknowledges and agrees that the City shall have the right to approve, which approval shall not be unreasonably withheld, the legal counsel providing the City's defense, and the property owner and/or permittee (as applicable) shall promptly reimburse City for any costs and expenses directly and necessarily incurred by the City in the course of the defense. The permittee expressly acknowledges and agrees that the permittee's indemnification obligations under this condition are a material consideration that motivates the City to approve this permit, and that such indemnification obligations will survive the expiration or revocation of this permit.

- K. Recall to Approval Authority; Permit Revocation. The approval authority may recall this permit for review due to complaints about noncompliance with applicable laws or any approval conditions attached to this permit after notice and an opportunity to cure the violation is provided to the permittee. At a duly noticed public hearing and in accordance with all applicable laws, the approval authority may revoke this permit or amend these conditions as the approval authority deems necessary or appropriate to correct any such noncompliance.
- L. Record Retention. The permittee must maintain complete and accurate copies of all permits and other regulatory approvals issued in connection with the wireless facility, which includes without limitation this approval, the approved plans and photo simulations incorporated into this approval, all conditions associated with this approval and any ministerial permits or approvals issued in connection with this approval. In the event that the permittee does not maintain such records as required in this condition, any ambiguities or uncertainties that would be resolved through an inspection of the missing records will be construed against the permittee. The permittee may keep electronic records; provided, however, that hard copies or electronic records kept in the City's regular files will control over any conflicts between such City-controlled copies or records and the permittee's electronic copies, and complete originals will control over all other copies in any form.

9608. SITE LOCATION GUIDELINES

- A. Preferred Locations. All applicants must, to the extent feasible, propose new wireless facilities in locations according to the following preferences, ordered from most preferred to least preferred:
 - (1) manufacturing districts;
 - (2) commercial districts;
 - (3) open space districts;
 - (4) agricultural districts;
 - (5) planned development districts;
 - (6) parcels with multi-family residential structures at least 25 feet in height in residential districts;
 - (7) all other parcels with multi-family residential uses in residential districts;
 - (8) parcels with single-family residential uses in residential districts.
- B. Preferred Support Structures. In addition to the preferred locations described in Section 9608(A), the City also expresses its preference for installations on certain support structures. The approval authority will take into account whether any less discouraged (or more preferred) support structures are technically feasible and potentially available. The City's preferred support structures are as follows, ordered from most preferred to least preferred:
 - (1) collocations with existing wireless facilities on non-tower structures;
 - (2) collocations with existing wireless facilities on towers;
 - (3) new installations on existing buildings, utility structures and other non-tower structures;
 - (4) new freestanding towers.

9609. DEVELOPMENT STANDARDS

- A. Development Standards. The development standards for all new wireless facilities and substantial changes to existing wireless facilities not covered under Section 6409 shall be adopted by City Council Resolution, following a public hearing conducted pursuant to the applicable requirements of the Lakewood Municipal Code.
- B. Administrative Design Guidelines. The City Council authorizes the Director to develop and from time to time amend administrative design guidelines to clarify the aesthetic goals and standards developed pursuant to this Section 9609 for City staff, applicants and the public. In the event that a conflict arises between the development standards adopted under 9609(A) and the administrative design guidelines adopted under 9609(B), the development standards shall control.

9610. TEMPORARY WIRELESS FACILITIES

- A. General Requirements for Temporary Wireless Facilities. Except as provided in Section 9610(B), the requirements, procedures and standards in this Section shall be applicable to all applications for temporary use permit for a temporary wireless facility.
 - (1) Applications for Temporary Wireless Facilities. The Development Review Board shall not approve any temporary wireless facility subject to a temporary use permit except upon a duly filed application consistent with this Section 9377.11(A)(1) and any other written application requirements or procedures the Director may make available online and/or in-person at the Department of Community Development. Applicants for a temporary use permit must submit, at a minimum: (1) a temporary use permit application on the most current form prepared by the Department of Community Development; (2) a site plan that shows the proposed temporary wireless facility and its equipment, physical dimensions and placement on the proposed site relative to property lines and existing structures; (3) a signed affidavit that the facility will be in compliance with all applicable FCC rules and regulations for human exposure to RF emissions; and (4) an insurance certificate for general commercial liability that names the City as an additional insured, includes coverage for the time period in which the temporary wireless facility will be placed and carries at least \$1,000,000 in coverage per occurrence. Applications must be submitted in person to the Director unless the Director grants written consent to receive an application by mail or electronic means. No pre-submittal conference or appointment is required for a temporary use permit application.
 - (2) Administrative Review for Temporary Wireless Facilities. After the Director receives a duly filed application for an administrative temporary use permit, the Director shall review the application for completeness. After the Director deems the application complete, the Development Review Board shall review the application for conformance with the required findings in Section 9610(A)(3) and render a written decision to the applicant. Any denials must include the reasons for the denial. The review shall be administrative in nature and shall not require notice or a public hearing.

- (3) Required Findings for Temporary Wireless Facilities. The Development Review Board may approve or conditionally approve a temporary use permit for a temporary wireless facility only when the Director finds:
 - (a) the proposed temporary wireless facility will not exceed 50 feet in overall height above ground level;
 - (b) the proposed temporary wireless facility complies with all setback requirements applicable to the proposed location;
 - (c) the proposed temporary wireless facility will not involve any excavation or ground disturbance;
 - (d) the proposed temporary wireless facility will be compliant with all generally applicable public health and safety laws and regulations;
 - (e) the applicant provided an affidavit that certifies that the proposed temporary wireless facility will comply with the maximum permissible exposure limits for human exposure to RF emissions established by the FCC;
 - (f) the proposed temporary wireless facility will not create any nuisance or violate any noise limits applicable to the proposed location;
 - (g) the proposed temporary wireless facility will be identified with a sign that clearly identifies the (I) site operator, (II) the operator's site identification name or number and (III) a working telephone number answered 24 hours per day, seven days per week by a live person who can exert power-down control over the antennas;
 - (h) the proposed wireless temporary wireless facility will be removed within 30 days after the Development Review Board grants the temporary use permit, or such longer time as the Development Review Board finds reasonably related to the applicant's need or purpose for the temporary wireless facility (but in no case longer than one year).
- (4) Appeals for Temporary Wireless Facilities. Any applicant may appeal the Development Review Board's written decision to deny an application for a temporary use permit. The written appeal together with any applicable appeal fee must be tendered to the City within 10 days from the Development Review Board's written decision, and must state in plain terms the grounds for reversal and the facts that support those grounds. The Planning and Environment Commission shall be the appellate authority for all appeals from the Planning and Environment Commission's written decision to deny a temporary use permit. The Planning and Environment Commission shall review the application *de novo*; provided, however, that the Planning and Environment Commission's decision shall be limited to only whether the application should be approved or denied in accordance with the provisions in this Section and any other applicable laws. The Planning and Environment Commission shall issue a written decision that contains the reasons for the decision, and such decision shall be final and not subject to any further administrative appeals.

B. Temporary Wireless Facilities for Emergencies. Temporary wireless facilities may be placed and operated within the City without a temporary use permit only when a duly authorized federal, state, county or City official declares an emergency within a region

that includes the City in whole or in part. Any temporary wireless facilities placed pursuant to this Section 9610(B) must be removed within five days after the date the emergency is lifted. Any person or entity that places temporary wireless facilities pursuant to this section shall send a written notice that identifies the site location and person responsible for its operation to the City Manager or his or her designee as soon as reasonably practicable, but no greater than 24 hours.

SECTION 2. Sections 9377 through 9377.15, inclusive, are hereby repealed.

SECTION 3. The City Council hereby declares it would have passed this Ordinance sentence by sentence, paragraph by paragraph and section by section, and does hereby declare the provisions of this Ordinance are severable, and if for any reason any section of this Ordinance should be held invalid, such decision shall not affect the validity of the remaining parts of this Ordinance.

SECTION 4. The City Clerk shall certify to the adoption of this Ordinance. The City Council hereby finds and determines there are no newspapers of general circulation both published and circulated within the City and, in compliance with Section 36933 of the Government Code, directs the City Clerk to cause said Ordinance within fifteen (15) days after its passage to be posted in at least three (3) public places within the City as established by Ordinance.

ADOPTED AND APPROVED this 27th day of June, 2017, by the following roll call vote:

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

Mayor

ATTEST:

City Clerk

ORDINANCE NO. 2017-5

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF
LAKEWOOD REGARDING ELIGIBLE FACILITIES
REQUESTS FOR WIRELESS COMMUNICATION FACILITIES

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

SECTION 1. The following new Part 22 is hereby added to Chapter 3 of Article IX of
the Lakewood Municipal Code:

PART 22

ELIGIBLE FACILITIES REQUESTS FOR WIRELESS COMMUNICATION FACILITIES

9700. LEGISLATIVE INTENT

- A. Background. Section 6409(a) of the Middle Class Tax Relief and Job Creation Act of 2012, Pub. L. 112-96, codified as 47 U.S.C. § 1455(a) (“Section 6409”), generally requires that State and local governments “may not deny, and shall approve” requests to collocate, remove or replace transmission equipment at an existing tower or base station. Federal Communication Commission (“FCC”) regulations interpret this statute and establish procedural rules for local review, which generally preempt certain subjective land-use regulations, limit permit application content requirements and provide the applicant with a potential “deemed granted” remedy when the State or local government fails to approve or deny the request within 60 days after submittal (accounting for any tolling periods). Moreover, whereas Section 704 of the Telecommunications Act of 1996, Pub. L. 104-104, codified as 47 U.S.C. § 332, applies to only “personal wireless service facilities” (e.g., cellular telephone towers and equipment), Section 6409 applies to all “wireless” facilities licensed or authorized by the FCC (e.g., cellular, Wi-Fi, satellite, microwave backhaul, etc.).
- B. Findings. The City Council finds that the overlap between wireless deployments covered under Section 6409 and other wireless deployments, combined with the different substantive and procedural rules applicable to such deployments, creates a potential for confusion that harms the public interest in both efficient wireless facilities deployment and carefully planned community development in accordance with local values. The City Council further finds that a separate permit application and review process specifically designed for compliance with Section 6409 contained in a Part devoted to Section 6409 will mitigate such potential confusion, streamline local review and preserve the city’s land-use authority to the maximum extent possible.
- C. Intent. The City of Lakewood intends this Part to establish reasonable and uniform standards and procedures in a manner that protects and promotes the public health, safety and welfare, consistent with and subject to federal and California state law, for wireless facilities collocations and modifications pursuant to Section 6409, and related FCC regulations codified in 47 C.F.R. §§ 1.40001 *et seq.* This Section is not intended to, nor

shall it be interpreted or applied to: (1) prohibit or effectively prohibit any personal wireless service provider's ability to provide personal wireless services; (2) prohibit or effectively prohibit any entity's ability to provide any interstate or intrastate telecommunications service, subject to any competitively neutral and nondiscriminatory rules, regulations or other legal requirements for rights-of-way management; (3) unreasonably discriminate among providers of functionally equivalent services; (4) deny any request for authorization to place, construct or modify personal wireless service facilities on the basis of environmental effects of radio frequency emissions to the extent that such wireless facilities comply with the FCC's regulations concerning such emissions; (5) prohibit any collocation or modification that the City may not deny under federal or California state law; or (6) impose and unfair, unreasonable, discriminatory or anticompetitive fees that exceed the reasonable cost to provide the services for which the fee is charged; or (7) otherwise authorize the City to preempt any applicable federal or California state law.

9701. DEFINITIONS

The abbreviations, phrases, terms and words used in this Part will have the meanings assigned to them in this Section 9701, or, as may be appropriate, in Lakewood Municipal Code Section 9302 (Definitions) as may be amended from time to time, unless context indicates otherwise. Undefined phrases, terms or words in this section will have the meanings assigned to them in 47 U.S.C. § 702, as may be amended from time to time, and, if not defined therein, will have their ordinary meanings. In the event that any definition assigned to any phrase, term or word in this Section conflicts with any federal or state-mandated definition, the federal or state-mandated definition will control.

- A. "approval authority" means the commission, board or official responsible for review of permit applications and vested with the authority to approve or deny such applications. The approval authority for a project located or proposed to be located on private property that requires a Section 6409 Approval refers to the Development Review Board or, on appeal, the Planning and Environment Commission. The approval authority for a project located or proposed to be located in the public rights-of-way that requires a Section 6409 Approval refers to the Director of Public Works or, on appeal, the City Manager.
- B. "base station" means the same as defined by the FCC in 47 C.F.R. § 1.40001(b)(1), as may be amended, which defines that term as a structure or equipment at a fixed location that enables FCC-licensed or authorized wireless communications between user equipment and a communications network. The term does not encompass a tower as defined in 47 C.F.R. § 1.40001(b)(9) or any equipment associated with a tower. The term includes, but is not limited to, equipment associated with wireless communications services such as private, broadcast, and public safety services, as well as unlicensed wireless services and fixed wireless services such as microwave backhaul. The term includes, but is not limited to, radio transceivers, antennas, coaxial or fiber-optic cable, regular and backup power supplies, and comparable equipment, regardless of technological configuration (including distributed antenna systems and small-cell networks). The term includes any structure other than a tower that, at the time the relevant application is filed with the State or local government under this section,

supports or houses equipment described in 47 C.F.R. § 1.40001(b)(1)(i)-(ii) that has been reviewed and approved under the applicable zoning or siting process, or under another State or local regulatory review process, even if the structure was not built for the sole or primary purpose of providing such support. The term does not include any structure that, at the time the relevant application is filed with the State or local government under this section, does not support or house equipment described in 47 C.F.R. § 1.40001(b)(1)(i)-(ii).

- C. “collocation” means the same as defined by the FCC in 47 C.F.R. § 1.40001(b)(2), as may be amended, which defines that term as the mounting or installation of transmission equipment on an eligible support structure for the purpose of transmitting and/or receiving radio frequency signals for communications purposes. As an illustration and not a limitation, the FCC’s definition effectively means “to add” and does not necessarily refer to more than one wireless facility installed at a single site.
- D. “CPCN” means a “Certificate of Public Convenience and Necessity” granted by the CPUC or its duly appointed successor agency pursuant to California Public Utilities Code §§ 1001 et seq., as may be amended.
- E. “CPUC” means the California Public Utilities Commission established in the California Constitution, Article XII, § 5, or it’s duly appointed successor agency.
- F. “Director” means the Director of Community Development or his or her designee for all projects located or proposed to be located on private property, or the Director of Public Works or his or her designee for all projects located or proposed to be located in the public rights-of-way.
- G. “eligible facilities request” means the same as defined by the FCC in 47 C.F.R. § 1.40001(b)(3), as may be amended, which defines that term as any request for modification of an existing tower or base station that does not substantially change the physical dimensions of such tower or base station, involving: (i) collocation of new transmission equipment; (ii) removal of transmission equipment; or (iii) replacement of transmission equipment.
- H. “eligible support structure” means the same as defined by the FCC in 47 C.F.R. § 1.40001(b)(4), as may be amended, which defines that term as any tower or base station as defined in this section, provided that it is existing at the time the relevant application is filed with the State or local government under this section.
- I. “existing” means the same as defined by the FCC in 47 C.F.R. § 1.40001(b)(4), as may be amended, which provides that a constructed tower or base station is existing for purposes of the FCC’s Section 6409 regulations if it has been reviewed and approved under the applicable zoning or siting process, or under another State or local regulatory review process, provided that a tower that has not been reviewed and approved because it was not in a zoned area when it was built, but was lawfully constructed, is existing for purposes of this definition.
- J. “FCC” means the Federal Communications Commission or its duly appointed successor agency.
- K. “RF” means “radio frequency” or electromagnetic waves generally between 30 kHz and 300 GHz in the electromagnetic spectrum range.

- L. "Section 6409" means Section 6409(a) of the Middle Class Tax Relief and Job Creation Act of 2012, Pub. L. No. 112-96, 126 Stat. 156, codified as 47 U.S.C. § 1455(a), as may be amended.
- M. "site" means the same as defined by the FCC in 47 C.F.R. § 1.40001(b)(6), as may be amended, which provides that for towers other than towers in the public rights-of-way, the current boundaries of the leased or owned property surrounding the tower and any access or utility easements currently related to the site, and, for other eligible support structures, further restricted to that area in proximity to the structure and to other transmission equipment already deployed on the ground.
- N. "substantial change" means the same as defined by the FCC in 47 C.F.R. § 1.40001(b)(7), as may be amended, which defines that term differently based on the particular wireless facility type (tower or base station) and location (in or outside the public right-of-way). For clarity, this definition organizes the FCC's criteria and thresholds for a substantial change according to the wireless facility type and location.
 - (1) For towers outside the public rights-of-way, a substantial change occurs when:
 - (a) the proposed collocation or modification increases the overall height more than 10% or the height of one additional antenna array not to exceed 20 feet (whichever is greater); or
 - (b) the proposed collocation or modification increases the width more than 20 feet from the edge of the wireless tower or the width of the wireless tower at the level of the appurtenance (whichever is greater); or
 - (c) the proposed collocation or modification involves the installation of more than the standard number of equipment cabinets for the technology involved, not to exceed four; or
 - (d) the proposed collocation or modification involves excavation or deployment outside the current boundaries of the leased or owned property surrounding the wireless tower, including any access or utility easements currently related to the site.
 - (2) For towers in the public rights-of-way and for all base stations, a substantial change occurs when:
 - (a) the proposed collocation or modification increases the overall height more than 10% or 10 feet (whichever is greater); or
 - (b) the proposed collocation or modification increases the width more than 6 feet from the edge of the wireless tower or base station; or
 - (c) the proposed collocation or modification involves the installation of any new equipment cabinets on the ground when there are no existing ground-mounted equipment cabinets; or
 - (d) the proposed collocation or modification involves the installation of any new ground-mounted equipment cabinets that are ten percent (10%) larger in height or volume than any existing ground-mounted equipment cabinets; or
 - (e) the proposed collocation or modification involves excavation or deployment outside the area in proximity to the structure and other transmission equipment already deployed on the ground.

- (3) In addition, for all towers and base stations wherever located, a substantial change occurs when:
 - (a) the proposed collocation or modification would defeat the existing concealment elements of the support structure as reasonably determined by the approval authority; or
 - (b) the proposed collocation or modification violates a prior condition of approval, provided however that the collocation need not comply with any prior condition of approval related to height, width, equipment cabinets or excavation that is inconsistent with the thresholds for a substantial change described in this section.
- O. “tower” means the same as defined by the FCC in 47 C.F.R. § 1.40001(b)(9), as may be amended, which defines that term as any structure built for the sole or primary purpose of supporting any FCC-licensed or authorized antennas and their associated facilities, including structures that are constructed for wireless communications services including, but not limited to, private, broadcast, and public safety services, as well as unlicensed wireless services and fixed wireless services such as microwave backhaul, and the associated site. Examples include, but are not limited to, monopoles, mono-trees and lattice towers.
- P. “transmission equipment” means the same as defined by the FCC in 47 C.F.R. § 1.40001(b)(8), as may be amended, which defines that term as equipment that facilitates transmission for any FCC-licensed or authorized wireless communication service, including, but not limited to, radio transceivers, antennas, coaxial or fiber-optic cable, and regular and backup power supply. The term includes equipment associated with wireless communications services including, but not limited to, private, broadcast, and public safety services, as well as unlicensed wireless services and fixed wireless services such as microwave backhaul.
- Q. “wireless” means any FCC-licensed or authorized wireless communication service transmitted over frequencies in the electromagnetic spectrum.

9702. APPLICABILITY

This Part applies to all requests for approval to collocate, replace or remove transmission equipment at an existing wireless tower or base station submitted pursuant to Section 6409. However, the applicant may voluntarily elect to seek approval pursuant to Part 21 for projects on private property, or approval pursuant to Lakewood Municipal Code Article VII Chapter 7 for wireless facilities in the public right-of-way.

9703. PRIOR APPROVALS REQUIRED

- A. Section 6409 Approval. Any request to collocate, replace or remove transmission equipment at an existing wireless tower or base station submitted with a written request for approval under Section 6409 shall require an amendment to the underlying use permit for the tower or base station (each amendment a “Section 6409 Approval”) subject to the approval authority’s approval, conditional approval or denial without prejudice pursuant to the standards and procedures contained in this Part.
- B. Other Permits and Regulatory Approvals. No collocation or modification approved pursuant to this Part may occur unless the applicant also obtains all other permits and

regulatory approvals as may be required by any other federal, state or local government agencies, which includes without limitation other any permits and/or regulatory approvals issued by other departments or divisions within the City. Furthermore, any Section 6409 Approval granted under this Part shall remain subject to any and all lawful conditions and/or legal requirements associated with such other permits or regulatory approvals.

9704. APPLICATION REQUIREMENTS

- A. Application Required. The approval authority shall not approve any request for a collocation or modification submitted for approval pursuant to Section 6409 except upon a duly filed application consistent with this Section 9704 and any other written rules the Director may establish from time to time in any publicly-stated format.
- B. Application Content. All applicants for a Section 6409 Approval shall submit all the content, information and materials required by the Director for the application. The City Council authorizes the Director to develop, publish and from time-to-time update or amend permit application forms, checklists, informational handouts and other related materials that the Director finds necessary, appropriate or useful for processing any application governed under this Part. The City Council further authorizes the Director to establish other reasonable rules and regulations, which may include without limitation regular hours for appointments with applicants, as the Director deems necessary or appropriate to organize, document and manage the application intake process. All such permit application forms, checklists, informational handouts, rules and regulations must be in written form and made available on the City's website and/or in-person at the City department responsible for approving the application to provide applicants with prior notice.
- C. Procedures for a Duly Filed Application. Any application for a Section 6409 Approval will not be considered duly filed unless submitted in accordance with the procedures in this Section 9704(C).
 - (1) Public Right-of-Way Application Pre-Submittal Conference. Before application submittal for any proposed modification to a wireless facility located in the public rights-of-way, the applicant shall schedule and attend a pre-submittal conference with the Director. A pre-submittal conference will not be required for an application to modify a wireless facility on private property. The pre-submittal conference is intended to streamline the review process through informal discussion that includes, without limitation, the appropriate project classification and review process, including whether the project qualifies for approval pursuant to Section 6409 or not; any latent issues in connection with the existing wireless tower or base station, including compliance with generally applicable rules for public health and safety; potential concealment issues or concerns (if applicable); coordination with other City departments responsible for application review; and application completeness issues. To mitigate unnecessary delays due to application incompleteness, applicants are encouraged (but not required) to bring any draft applications or other materials so that City staff may provide informal feedback and guidance about whether such applications or other materials may be incomplete or unacceptable. The Director, in the Director's discretion, grant a written exemption to the submittal appointment under Section 9704(C)(2) and/or

for a specific requirement for a complete application to any applicant who (i) schedules, attends and fully participates in any pre-submittal conference and (ii) shows to the Director's satisfaction that such specific requirement duplicates information already provided in other materials to be submitted or is otherwise unnecessary to the City's review under facts and circumstances in that particular case. Any written exemption will be limited to the project discussed at the pre-submittal conference and will not be extended to any other project.

(2) Application Submittal. Applications for a Section 6409 Approval must be submitted in accordance with the following procedures:

(a) Public Right-of-Way Applications. All applications for wireless facilities proposed to be located in the public right-of-way shall be submitted to the City at a pre-scheduled appointment with the Director. Applicants may generally submit one application per appointment, but may schedule successive appointments for multiple applications whenever feasible and not prejudicial to other applicants. Any application received without an appointment or a pre-submittal conference, whether delivered in-person, by mail or through any other means, will not be considered duly filed unless the applicant received a written exemption from the Director at a pre-submittal conference.

(b) Private Property Applications. All applications for wireless facilities proposed to be located on private property must be submitted in-person to the Department of Community Development during business hours.

(3) Appointment Scheduling Procedures. For any event in the submittal process that requires an appointment, applicants shall submit a written request to the Director. The Director shall endeavor to provide applicants with an appointment as soon as reasonably feasible and within five business days after a written request is received and, if applicable, confirms that the applicant complied with the pre-submittal conference requirement.

D. Applications Deemed Withdrawn. To promote efficient review and timely decisions, any application governed under this Section will be automatically deemed withdrawn by the applicant when the applicant fails to tender a substantive response to the Director within 90 calendar days after the Director deems the application incomplete in a written notice to the applicant. The Director may, in the Director's discretion, grant a written extension for up to an additional one year when the applicant submits a written request prior to the 90th day that shows good cause to grant the extension. Delays due to circumstances outside the applicant's reasonable control will be considered good cause to grant the extension.

9705. DECISIONS

A. Application Review. The following application review procedures apply based on the location of the proposed project:

(1) Private Property. The Development Review Board shall review a complete and duly filed application for a Section 6409 Approval for any project proposed to be located on private property and, as the approval authority, may act on such application without prior notice or a public hearing.

- (2) Public Rights-of-Way. The Director shall administratively review a complete and duly filed application for a Section 6409 Approval for any project proposed to be located in the public rights-of-way and, as the approval authority, may act on such application without prior notice or a public hearing.
- B. Decision Notices. Within five working days after the approval authority acts on an application for a Section 6409 Approval or before the FCC shot clock expires (whichever occurs first), the approval authority shall send a written notice to the applicant. In the event that the approval authority denies the application, the written notice to the applicant shall contain (1) the reasons for the decision; (2) a statement that the denial will be without prejudice; and (3) instructions for how and when to file an appeal.
- C. Required Findings for Approval. The approval authority may approve or conditionally approve any application for a Section 6409 Approval when the approval authority finds that the proposed project:
 - (1) involves collocation, removal or replacement of transmission equipment on an existing wireless tower or base station; and
 - (2) does not substantially change the physical dimensions of the existing wireless tower or base station.
- D. Criteria for Denial without Prejudice. Notwithstanding any other provision in this Section, and consistent with all applicable federal laws and regulations, the approval authority may deny without prejudice any application submitted for a Section 6409 Approval when the approval authority finds that the proposed project:
 - (1) does not meet the finding required in Section 9705(C); or
 - (2) involves the replacement of the entire support structure; or
 - (3) violates any legally enforceable law, regulation, rule, standard or permit condition reasonably related to public health and safety.
- E. Conditional Approvals. Subject to any applicable limitations in federal or state law, nothing in this Section is intended to limit the approval authority's authority to conditionally approve an application for a Section 6409 Approval to protect and promote the public health and safety. In general, the approval authority may not condition approval on aesthetic improvements to the design unless necessary to preserve any existing concealment associated with the underlying facility or for compliance with any prior conditions of approval associated with the underlying facility.
- F. Appeals. Any applicant may appeal the approval authority's written decision to deny without prejudice an application for Section 6409 Approval. The written appeal together with any applicable appeal fee shall be tendered to the City within 10 days from the approval authority's written decision, and shall state in plain terms the grounds for reversal and the facts that support those grounds. The City Manager, for projects in the public rights-of-way, or the Planning and Environment Commission, for projects on private property, shall be the appellate authority for appeals from the approval authority's written decision to deny without prejudice an application for Section 6409 Approval. The City Manager or the Planning and Environment Commission, as applicable, shall review the application *de novo*; provided, however, that the decision shall be limited to only whether the application should be approved or denied in accordance with the provisions in this Section and any other applicable laws. The City Manager or the Planning and Environment Commission, as applicable, shall issue a written decision within 10 business

days that contains the reasons for the decision, and such decision shall be final and not subject to any further administrative appeals.

9706. STANDARD CONDITIONS OF APPROVAL

In addition to all other conditions adopted by the approval authority, all Section 6409 Approvals, whether approved by the approval authority or deemed approved by the operation of law, shall be automatically subject to the conditions in this Section 9706. The approval authority shall have discretion to modify or amend these conditions on a case-by-case basis as may be necessary or appropriate under the circumstances to protect public health and safety or allow for the proper operation of the approved facility consistent with the goals of this Section.

- A. **Permit Term.** The City's grant or grant by operation of law of a Section 6409 Approval constitutes a federally-mandated modification to the underlying permit or other prior regulatory authorization for the subject wireless tower or base station, and will be regarded as a modification to the underlying approval for the subject wireless tower or base station. The City's grant or grant by operation of law of a Section 6409 Approval will not extend the permit term, if any, for any underlying permit or underlying prior regulatory authorization. Accordingly, the term for a Section 6409 Approval shall be coterminous with the underlying permit or other prior regulatory authorization for the subject tower or base station.
- B. **Compliance Obligations Due to Invalidation.** In the event that any court of competent jurisdiction invalidates all or any portion of Section 6409 or any FCC rule that interprets Section 6409 such that federal law would not mandate approval for any Section 6409 Approval(s), such approval(s) shall automatically expire one year from the effective date of the judicial order, unless the decision would not authorize accelerated termination of previously approved Section 6409 Approvals or the Director grants an extension upon written request from the permittee that shows good cause for the extension, which includes without limitation extreme financial hardship. Notwithstanding anything in the previous sentence to the contrary, the Director may not grant a permanent exemption or indefinite extension. A permittee shall not be required to remove its improvements approved under the invalidated Section 6409 Approval when it has obtained the applicable permit(s) or submitted an application for such permit(s) before the one-year period ends.
- C. **City's Standing Reserved.** The City's grant or grant by operation of law of a Section 6409 Approval does not waive, and shall not be construed to waive, any standing by the City to challenge Section 6409, any FCC rules that interpret Section 6409 or any Section 6409 Approval.
- D. **Compliance with Approved Plans.** Before the permittee submits any applications for ministerial approvals, which includes without limitation any building permits or encroachment permits, the permittee shall incorporate this Section 6409 Approval, all conditions associated with this Section 6409 Approval and the approved photo simulations into the project plans (the "Approved Plans"). The permittee shall construct, install and operate the wireless facility in substantial compliance with the Approved Plans. Any alterations, modifications or other changes to the Approved Plans, whether requested by the permittee or required by other departments or public agencies with

jurisdiction over the wireless facility, shall be submitted in a written request subject to the Director's prior review and approval, who may revoke the Section 6409 Approval if the Director finds that the requested alteration, modification or other change may cause a substantial change as that term is defined by the FCC in 47 C.F.R. § 1.40001(b)(7), as may be amended.

- E. **Post-Installation Final Inspection.** The permittee shall submit plans and obtain permits prior to the construction, installation, or modification, of any wireless telecommunication facility or component thereof, in accordance with approved plans and shall obtain a successful final inspection.
- F. **Build-out Period.** This Section 6409 Approval will automatically expire one year from the approval or deemed-granted date unless the permittee obtains all other permits and approvals required to install, construct and/or operate the approved wireless facility, which includes without limitation any permits or approvals required by the any federal, state or local public agencies with jurisdiction over the subject property, the wireless facility or its use. The Director may grant one written extension to a date certain when the permittee shows good cause to extend the limitations period in a written request for an extension submitted at least 30 days prior to the automatic expiration date in this condition.
- G. **Maintenance Obligations; Vandalism.** The permittee shall keep the site, which includes without limitation any and all improvements, equipment, structures, access routes, fences and landscape features, in a neat, clean and safe condition in accordance with the Approved Plans and all conditions in this Section 6409 Approval. Any concealment elements shall be kept in "like new" condition at all times. The permittee shall keep the site area free from all litter and debris at all times. The permittee, at no cost to the City, shall remove and remediate any graffiti or other vandalism at the site within 48 hours after the permittee receives notice or otherwise becomes aware that such graffiti or other vandalism occurred. The permittee and property owner shall maintain any and all landscape features in accordance with an approved landscape plan, if any, and shall replace dying or dead trees, foliage or other landscape elements shown on the Approved Plans within 5 calendar days after written notice from the City.
- H. **Compliance with Laws.** The permittee shall maintain compliance at all times with all federal, state and local statutes, regulations, orders or other rules that carry the force of law ("Laws") applicable to the permittee, the subject property, the wireless facility or any use or activities in connection with the use authorized in this Section 6409 Approval. The permittee expressly acknowledges and agrees that this obligation is intended to be broadly construed and that no other specific requirements in these conditions are intended to reduce, relieve or otherwise lessen the permittee's obligations to maintain compliance with all Laws. In the event that the City fails to timely notice, prompt or enforce compliance with any applicable provision in the California Building Code, Lakewood Municipal Code, any permit, any permit condition or any applicable law or regulation, the applicant or permittee will not be relieved from its obligation to comply in all respects with all applicable provisions in any such permit, any permit condition or any applicable law or regulation.
- I. **Adverse Impacts on Other Properties.** The permittee shall use all reasonable efforts to avoid any and all undue or unnecessary adverse impacts on nearby properties that may

arise from the permittee's or its authorized personnel's construction, installation, operation, modification, maintenance, repair, removal and/or other activities at the site. The permittee shall not perform or cause others to perform any construction, installation, operation, modification, maintenance, repair, removal or other work that involves heavy equipment or machines except during normal construction hours in accordance with Lakewood Municipal Code Section 8020. The restricted work hours in this condition will not prohibit any work required to prevent an actual, immediate harm to property or persons, or any work during an emergency declared by the City. The Director or the Director's designee may issue a stop work order for any activities that violate this condition.

- J. Backup Power; Generators. The permittee shall operate backup power generators only during (1) commercial power outages or (2) for maintenance purposes during normal construction hours in accordance with Lakewood Municipal Code Section 8020. The Director may approve a temporary power source and/or generator in connection with initial construction or major repairs.
- K. Inspections; Emergencies. The permittee expressly acknowledges and agrees that the City's officers, officials, staff or other designee may enter onto the site and inspect the improvements and equipment upon reasonable prior notice to the permittee or at any time during an emergency. The City's officers, officials, staff or other designee may, but will not be obligated to, enter onto the site area without prior notice to support, repair, disable or remove any improvements or equipment in emergencies or when such improvements or equipment threatens actual, imminent harm to property or persons; provided, however, that even in such emergency circumstances, the City shall use reasonable efforts to notify the permittee prior to such entry to the extent practicable under the circumstances. The permittee, if present, may observe the City's officers, officials, staff or other designee while any such inspection or emergency access occurs.
- L. Permittee's Contact Information. The permittee shall furnish the Director with accurate and up-to-date contact information for a person responsible for the wireless facility, which includes without limitation such person's full name, title, direct telephone number, facsimile number, mailing address and email address. The permittee shall keep such contact information up-to-date at all times and immediately provide the Director with updated contact information in the event that either the responsible person or such person's contact information changes.
- M. Indemnification. The permittee and, if applicable, the property owner upon which the wireless facility is installed shall defend, indemnify and hold harmless the City, its agents, officers, officials, employees and volunteers from any and all (1) damages, liabilities, injuries, losses, costs and expenses and from any and all claims, demands, law suits, writs and other actions or proceedings ("Claims") brought against the City or its agents, officers, officials, employees or volunteers to challenge, attack, seek to modify, set aside, void or annul the City's approval of this Section 6409 Approval, and (2) other Claims any kind or form, whether for personal injury, death or property damage, that arise from or in connection with the permittee's or its agents', directors', officers', employees', contractors', subcontractors', licensees', or customers' acts or omissions in connection with this Section 6409 Approval or the wireless facility. In the event the City becomes aware any Claims, the City will use best efforts to promptly notify the permittee

and the private property owner and shall reasonably cooperate in the defense. The permittee expressly acknowledges and agrees that the City shall have the right to approve, which approval shall not be unreasonably withheld, the legal counsel providing the City's defense, and the property owner and/or permittee (as applicable) shall promptly reimburse City for any costs and expenses directly and necessarily incurred by the City in the course of the defense. The permittee expressly acknowledges and agrees that the permittee's indemnification obligations under this condition are a material consideration that motivates the City to approve this Section 6409 Approval, and that such indemnification obligations will survive the expiration or revocation of this Section 6409 Approval.

- N. Performance Bond. Before the Department of Public Works issues any encroachment permit or other required ministerial permit, in connection with this Section 6409 Approval for a modification to a wireless facility in the public right-of-way, the permittee shall post a performance bond from a surety and in a form acceptable to the City Manager in an amount reasonably necessary to cover the cost to remove the improvements and restore all affected areas based on a written estimate from a qualified contractor with experience in wireless facilities removal. The permittee must procure the written estimate from the qualified contractor and provide the estimate to the Director of Public Works for the Director's review before posting the performance bond. The written estimate must include the cost to remove all equipment and other improvements, which includes without limitation all antennas, radios, batteries, generators, utilities, cabinets, mounts, brackets, hardware, cables, wires, conduits, structures, shelters, towers, poles, footings and foundations, whether above ground or below ground, constructed or installed in connection with the wireless facility, plus the cost to completely restore any areas affected by the removal work to a standard compliant with applicable laws. In establishing or adjusting the bond amount required under this condition, and in accordance with California Government Code § 65964(a), the City Manager shall take into consideration any information provided by the permittee regarding the cost to remove the wireless facility to a standard compliant with applicable laws.
- O. Recall to the Approval Authority; Permit Revocation. The original approval authority may recall this Section 6409 Approval for review at any time due to complaints about noncompliance with the applicable laws or any approval conditions attached to this Section 6409 Approval after notice and an opportunity to cure the violation is provided to the permittee. At a duly noticed public hearing and in accordance with all applicable laws, the approval authority may revoke this Section 6409 Approval or amend these conditions as the approval authority deems necessary or appropriate to correct any such noncompliance.
- P. Record Retention. The permittee shall maintain complete and accurate copies of all permits and other regulatory approvals issued in connection with the wireless facility, which includes without limitation this approval, the approved plans and photo simulations incorporated into this approval, all conditions associated with this approval and any ministerial permits or approvals issued in connection with this approval. In the event that the permittee does not maintain such records as required in this condition, any ambiguities or uncertainties that would be resolved through an inspection of the missing records will be construed against the permittee. The permittee may keep electronic

records; provided, however, that hard copies or electronic records kept in the City's regular files will control over any conflicts between such City-controlled copies or records and the permittee's electronic copies, and complete originals will control over all other copies in any form.

SECTION 2. The City Council hereby declares it would have passed this Ordinance sentence by sentence, paragraph by paragraph and section by section, and does hereby declare the provisions of this Ordinance are severable, and if for any reason any section of this Ordinance should be held invalid, such decision shall not affect the validity of the remaining parts of this Ordinance.

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

ADOPTED AND APPROVED this 27th day of June, 2017, by the following roll call vote:

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

Mayor

ATTEST:

City Clerk

ORDINANCE NO. 2017-6

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF
LAKEWOOD REGARDING WIRELESS COMMUNICATION
FACILITIES IN THE PUBLIC RIGHT-OF-WAY

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

SECTION 1. The following new Chapter 7 is hereby added to Article VII of the
Lakewood Municipal Code:

CHAPTER 7
WIRELESS COMMUNICATION FACILITIES
IN THE PUBLIC RIGHT-OF-WAY

7700. LEGISLATIVE INTENT

- A. The City of Lakewood intends this Chapter to establish reasonable and uniform and comprehensive standards and procedures for wireless facilities deployment, construction, installation, collocation, modification, operation, relocation and removal in the public rights-of-way within the City's territorial boundaries, consistent with and to the extent permitted under federal and California state law. The standards and procedures contained in this Chapter are intended to, and should be applied to, protect and promote public health, safety and welfare, and also balance the benefits that flow from robust, advanced wireless services with the City's local values, which include without limitation the aesthetic character of the City, its neighborhoods and community.
- B. This Chapter is not intended to, nor shall it be interpreted or applied to: (1) prohibit or effectively prohibit any personal wireless service provider's ability to provide personal wireless services; (2) prohibit or effectively prohibit any entity's ability to provide any interstate or intrastate telecommunications service, subject to any competitively neutral and nondiscriminatory rules, regulations or other legal requirements for rights-of-way management; (3) unreasonably discriminate among providers of functionally equivalent services; (4) deny any request for authorization to place, construct or modify personal wireless service facilities on the basis of environmental effects of radio frequency emissions to the extent that such wireless facilities comply with the FCC's regulations concerning such emissions; (5) prohibit any collocation or modification that the City may not deny under federal or California state law; (6) impose any unfair, unreasonable, discriminatory or anticompetitive fees that exceed the reasonable cost to provide the services for which the fee is charged; or (7) otherwise authorize the City to preempt any applicable federal or California state law.

7701. DEFINITIONS

The abbreviations, phrases, terms and words used in this Chapter will have the meanings assigned to them in this Section or, as may be appropriate, in Lakewood Municipal Code Section 9302 (Definitions), as may be amended from time to time, unless context indicates otherwise. Undefined phrases, terms or words in this Chapter will have the meanings assigned to them in 47 U.S.C. § 702, as may be amended from time to time, and, if not defined therein, will have their ordinary meanings. In the event that any definition assigned to any phrase, term or word in this Section conflicts with any federal or state-mandated definition, the federal or state-mandated definition will control.

- A. “base station” means the same as defined by the FCC in 47 C.F.R. § 1.40001(b)(1), as may be amended, which defines that term as a structure or equipment at a fixed location that enables FCC-licensed or authorized wireless communications between user equipment and a communications network. The term does not encompass a tower as defined in 47 C.F.R. § 1.40001(b)(9) or any equipment associated with a tower. The term includes, but is not limited to, equipment associated with wireless communications services such as private, broadcast, and public safety services, as well as unlicensed wireless services and fixed wireless services such as microwave backhaul. The term includes, but is not limited to, radio transceivers, antennas, coaxial or fiber-optic cable, regular and backup power supplies, and comparable equipment, regardless of technological configuration (including distributed antenna systems and small-cell networks). The term includes any structure other than a tower that, at the time the relevant application is filed with the State or local government under this section, supports or houses equipment described in 47 C.F.R. § 1.40001(b)(1)(i)-(ii) that has been reviewed and approved under the applicable zoning or siting process, or under another State or local regulatory review process, even if the structure was not built for the sole or primary purpose of providing such support. The term does not include any structure that, at the time the relevant application is filed with the State or local government under this section, does not support or house equipment described in 47 C.F.R. § 1.40001(b)(1)(i)-(ii).
- B. “collocation” means the same as defined by the FCC in 47 C.F.R. § 1.40001(b)(2), as may be amended, which defines that term as the mounting or installation of transmission equipment on an eligible support structure for the purpose of transmitting and/or receiving radio frequency signals for communications purposes. As an illustration and not a limitation, the FCC’s definition effectively means “to add” and does not necessarily refer to more than one wireless facility installed at a single site.
- C. “CPCN” means a “Certificate of Public Convenience and Necessity” granted by the CPUC or its duly appointed successor agency pursuant to California Public Utilities Code §§ 1001 *et seq.*, as may be amended.
- D. “CPUC” means the California Public Utilities Commission established in the California Constitution, Article XII, § 5, or it’s duly appointed successor agency.
- E. “Director” means the Director of Public Works of the City of Lakewood, California or the Director of Public Works’ designee.

- F. "FCC" means the Federal Communications Commission or its duly appointed successor agency.
- G. "OTARD" means any over-the-air reception device subject to 47 C.F.R. §§ 1.4000 *et seq.*, as may be amended, and which includes satellite television dishes not greater than one meter in diameter.
- H. "personal wireless services" means the same as defined in 47 U.S.C. § 332(c)(7)(C)(i), as may be amended, which defines the term as commercial mobile services, unlicensed wireless services and common carrier wireless exchange access services.
- I. "personal wireless service facilities" means the same as defined in 47 U.S.C. § 332(c)(7)(C)(i), as may be amended, which defines the term as facilities that provide personal wireless services.
- J. "RF" means radio frequency or electromagnetic waves generally between 30 kHz and 300 GHz in the electromagnetic spectrum range.
- K. "Section 6409" means Section 6409(a) of the Middle Class Tax Relief and Job Creation Act of 2012, Pub. L. No. 112-96, 126 Stat. 156, codified as 47 U.S.C. § 1455(a), as may be amended.
- L. "temporary wireless facilities" means portable wireless facilities intended or used to provide personal wireless services on a temporary or emergency basis, such as a large-scale special event in which more users than usual gather in a confined location or when a disaster disables permanent wireless facilities. Temporary wireless facilities include, without limitation, cells-on-wheels ("COWs"), sites-on-wheels ("SOWs"), cells-on-light-trucks ("COLTs") or other similarly portable wireless facilities not permanently affixed to site on which is located.
- M. "tower" means the same as defined by the FCC in 47 C.F.R. § 1.40001(b)(9), as may be amended, which defines that term as any structure built for the sole or primary purpose of supporting any FCC-licensed or authorized antennas and their associated facilities, including structures that are constructed for wireless communications services including, but not limited to, private, broadcast, and public safety services, as well as unlicensed wireless services and fixed wireless services such as microwave backhaul, and the associated site. Examples include, but are not limited to, monopoles, mono-trees and lattice towers.
- N. "transmission equipment" means the same as defined by the FCC in 47 C.F.R. § 1.40001(b)(8), as may be amended, which defines that term as equipment that facilitates transmission for any FCC-licensed or authorized wireless communication service, including, but not limited to, radio transceivers, antennas, coaxial or fiber-optic cable, and regular and backup power supply. The term includes equipment associated with wireless communications services including, but not limited to, private, broadcast, and public safety services, as well as unlicensed wireless services and fixed wireless services such as microwave backhaul.
- O. "wireless" means any FCC-licensed or authorized wireless communication service transmitted over frequencies in the electromagnetic spectrum.

7702. APPLICABILITY

- A. Applicable Wireless Facilities. This Chapter applies to all existing wireless facilities within the City's public rights-of-way and all applications and requests for approval to construct, install, modify, collocate, relocate or otherwise deploy wireless facilities in the City's public rights-of-way, unless exempted under Section 7702(B) or governed under Part 21 of Chapter 3 of Article IX of this Code, pursuant to Section 7702(C).
- B. Exempt Wireless Facilities. Notwithstanding the provisions in Section 7702(A), the provisions in this Section will not be applicable to: (1) wireless facilities located or proposed to be located on private property pursuant to Part 20 of Chapter 3 of Article IX of this Code; (2) wireless facilities owned and operated by the City for public purposes; (3) wireless facilities installed on City-owned support structures or other personal property in the public rights-of-way pursuant to a valid master license agreement with the City; (4) amateur radio facilities; (5) OTARD antennas; and (6) wireless facilities or equipment owned and operated by CPUC-regulated electric companies for use in connection with electrical power generation, transmission and distribution facilities subject to CPUC General Order 131-D.
- C. Request for Approval Pursuant to Section 6409. Any requests for approval to collocate, replace or remove transmission equipment at an existing wireless tower or base station submitted pursuant to Section 6409 will be first reviewed under Part 21 of Chapter 3 of Article IX of this Code. If the reviewing Director for a project submitted for approval pursuant to Section 6409 finds that the application is not covered by Section 6409, the applicant may submit an application for approval pursuant to this Chapter.

7703. PRIOR APPROVALS REQUIRED

- A. Wireless Facility Permit. A Wireless Facility Permit, subject to the Director's prior review and approval in accordance with the procedures and standards in Section 7705 is required for:
 - (1) all new wireless facilities in the public rights-of-way;
 - (2) all collocations, modifications or other changes to existing wireless facilities in the public rights-of-way not subject to Section 6409.
- B. Temporary Use Permit. A temporary use permit, subject to the Director's prior review and approval in accordance with the procedures and standards in Section 7710 is required for any temporary wireless facility, unless deployed in connection with an emergency pursuant to section 7710(B).
- C. Other Permits and Regulatory Approvals. In addition to any Wireless Facility Permit or other permit required under this Section, the applicant must obtain all other permits and regulatory approvals as may be required by any other federal, state or local government agencies, which includes without limitation any encroachment permit, excavation permit, building permit, electrical permit or other permits and/or regulatory approvals issued by other departments or divisions within the City. Furthermore, any permit or approval granted under this Section or deemed granted or deemed approved by law shall remain subject to any and all lawful conditions and/or legal requirements associated with such other permits or regulatory approvals.

7704. APPLICATION REQUIREMENTS

- A. Application Required. The Director shall not approve any request for a Wireless Facility Permit except upon a duly filed application consistent with this Section and any other written rules the City or the Director may establish from time-to-time in any publicly-stated format.
- B. Application Content. All applicants for a Wireless Facility Permit shall submit all the content, information and materials required by the Director for the application. The City Council authorizes the Director to develop, publish and from time-to-time update or amend permit application forms, checklists, informational handouts and other related materials that the Director finds necessary, appropriate or useful for processing any application governed under this Section. The City Council further authorizes the Director to establish other reasonable rules and regulations, which may include without limitation regular hours for appointments with applicants, as the Director deems necessary or appropriate to organize, document and manage the application intake process. All such permit application forms, checklists, informational handouts, rules and regulations must be in written form and made available on the City's website and/or in-person at the Department of Public Works to provide applicants with prior notice.
- C. Procedures for a Duly Filed Application. Any application for a Wireless Facility Permit will not be considered duly filed unless submitted in accordance with the procedures in this Section 7704(C).
 - (1) Pre-Submittal Conference. Before application submittal, the applicant must schedule and attend a pre-submittal conference with the Director for all proposed projects on new support structures in the public rights-of-way. Pre-submittal conferences for all other proposed projects are strongly encouraged but not required. The pre-submittal conference is intended to streamline the review process through informal discussion that includes, without limitation, the appropriate project classification and review process, any latent issues in connection with the proposed or existing wireless tower or base station, including compliance with generally applicable rules for public health and safety; potential concealment issues or concerns (if applicable); coordination with other City departments responsible for application review; and application completeness issues. To mitigate unnecessary delays due to application incompleteness, applicants are encouraged (but not required) to bring any draft applications or other materials so that City staff may provide informal feedback and guidance about whether such applications or other materials may be incomplete or unacceptable. The Director shall use reasonable efforts to provide the applicant with an appointment within five working days after the Director receives a written request and any applicable fee or deposit to reimburse the City for its reasonable costs to provide the services rendered in the pre-submittal conference.
 - (2) Submittal Appointment. All applications must be submitted to the City at a pre-scheduled appointment with the Director. Applicants may generally submit one application per appointment, but may schedule successive appointments for multiple applications whenever feasible and not prejudicial to other applicants. The Director shall use reasonable efforts to provide the applicant with an

appointment within five working days after the Director receives a written request and, if applicable, confirms that the applicant complied with the pre-submittal conference requirement. Any application received without an appointment, whether delivered in-person, by mail or through any other means, will not be considered duly filed unless the applicant received a written exemption from the Director at a pre-submittal conference.

- D. Applications Deemed Withdrawn. To promote efficient review and timely decisions, any application governed under this Section will be automatically deemed withdrawn by the applicant when the applicant fails to tender a substantive response to the Director within 90 calendar days after the Director deems the application incomplete in a written notice to the applicant. The Director may, in the Director's discretion, grant a written extension for up to an additional 30 calendar days when the applicant submits a written request prior to the 90th day that shows good cause to grant the extension. Delays due to circumstances outside the applicant's reasonable control will be considered good cause to grant the extension.

7705. NOTICE

- A. General Notice Requirements. The Director shall administratively review a complete and duly filed application for a Wireless Facility Permit and may act on such application without prior notice or a public hearing.
- B. Deemed-Approval Notices. Not more than 30 days before the applicable FCC timeframe for review expires, an applicant for a Wireless Facility Permit must provide a posted notice at the project site that states the project will be automatically deemed approved pursuant to California Government Code § 65964.1 unless the City approves or denies the application or the applicant tolls the timeframe for review within the next 30 days. The posted notice must be compliant with all applicable provisions in Lakewood Municipal Code Section 9422 (Notices). The public notice required under this Section 7705(B) will be deemed given when the applicant delivers written notice to the Director that shows the appropriate notice has been posted at the project site. Notwithstanding anything to the contrary in this Section, the Director shall be permitted to act on an application at any time so long as the public notice required in Section 7705(A) has occurred.
- C. Decision Notices. Within five days after the Director acts on an application for a Wireless Facility Permit or before the FCC shot clock expires (whichever occurs first), the Director or its designee shall send a written notice to the applicant. In the event that the Director denies the application (with or without prejudice), the written notice to the applicant must contain (1) the reasons for the decision and (2) instructions for how and when to file an appeal.

7706. DECISIONS; LIMITED EXCEPTIONS; APPEALS

- A. Required Findings for Approval. The Director may approve or conditionally approve any application for a Wireless Facility Permit when the Director finds that:

- (1) the proposed wireless facility complies with all applicable construction and installation standards adopted pursuant to Section 7709, or qualifies for a limited exception pursuant to Section 7708(C);
 - (2) the applicant has demonstrated that its proposed wireless facility will be in compliance with all applicable FCC rules and regulations for human exposure to RF emissions;
 - (3) the applicant has demonstrated a good-faith effort to identify and evaluate more-preferred locations and potentially less-intrusive designs; and
 - (4) the applicant has provided the Director with a meaningful comparative analysis that shows all less-intrusive alternative locations and designs identified in the administrative record are either technically infeasible or not potentially available.
- B. Conditional Approvals; Denials without Prejudice. Subject to any applicable limitations in federal or state law, nothing in this Chapter is intended to limit the Director's ability to conditionally approve or deny without prejudice any application for a Wireless Facility Permit as may be necessary or appropriate to protect and promote the public health, safety and welfare, and to advance the goals or policies in this Chapter or the general plan.
- C. Limited Exceptions for Personal Wireless Service Facilities. In the event that an applicant claims that strict compliance with the site location guidelines in Section 7708 or the development standards in Section 7709 would effectively prohibit the applicant's ability to provide personal wireless services, the Director may grant a limited exception from such requirements to the extent necessary to prevent an effective prohibition when the Director finds:
- (1) the proposed wireless facility qualifies as a "personal wireless service facility" as defined in 47 U.S.C. § 332(c)(7)(C)(ii), as may be amended or superseded;
 - (2) the applicant has provided the Director with a reasonable and clearly defined technical service objective to be achieved by the proposed wireless facility;
 - (3) the applicant has provided the Director with a written statement that contains a detailed and fact-specific explanation as to why the proposed wireless facility cannot be deployed in compliance with the applicable provisions in this Section, the Lakewood Municipal Code, the general plan and/or any specific plan;
 - (4) the applicant has provided the Director with a meaningful comparative analysis with the factual reasons why all alternative locations and/or designs identified in the administrative record (whether suggested by the applicant, the City, public comments or any other source) are not technically feasible or potentially available to reasonably achieve the applicant's reasonable and clearly defined technical service objective to be achieved by the proposed wireless facility; and
 - (5) the applicant has demonstrated to the Director that the proposed location and design is the least non-compliant configuration that will reasonably achieve the applicant's reasonable and clearly defined technical service objective to be achieved by the proposed wireless facility, which includes without limitation a meaningful comparative analysis into multiple smaller or less intrusive wireless facilities dispersed throughout the intended service area.

- D. Appeals. Any applicant may appeal the Director's written decision to deny an application for a Wireless Facility Permit. The written appeal together with any applicable appeal fee must be tendered to the City within 10 days from the Director's written decision, and must state in plain terms the grounds for reversal and the facts that support those grounds. The City Manager shall be the appellate authority for all appeals from the Director's written decision to deny a Wireless Facility Permit. The City Manager shall review the application *de novo*; provided, however, that the City Manager's decision shall be limited to only whether the application should be approved or denied in accordance with the provisions in this Section and any other applicable laws. The City Manager shall issue a written decision that contains the reasons for the decision, and such decision shall not be subject to any further administrative appeals.

7707. STANDARD CONDITIONS OF APPROVAL

In addition to all other conditions adopted by the Director, all Wireless Facility Permits, whether approved by the Director or deemed approved by the operation of law, shall be automatically subject to the conditions in this Section. The Director (or the appellate authority on appeal) shall have discretion to modify or amend these conditions on a case-by-case basis as may be necessary or appropriate under the circumstances to protect public health and safety or allow for the proper operation of the approved facility consistent with the goals of this Chapter.

- A. Permit Term. This permit will automatically expire 10 years and one day from its issuance, except when California Government Code § 65964(b), as may be amended or superseded in the future, authorizes the City to establish a shorter term for public safety or substantial land use reasons. Any other permits or approvals issued pursuant to Section 6409 in connection with any collocation, modification or other change to this wireless facility, which includes without limitation any permits or other approvals deemed-granted under federal law, will not extend this term limit unless expressly provided otherwise in such permit or approval or required under federal or state law. Upon a written application from the applicant, the approval authority shall renew this permit for an additional 10-year term if the facility is in compliance with all local, state and federal laws at the time the permit expires.
- B. Compliance with Approved Plans. Before the permittee submits to the Department of Public Works any application for an encroachment permit, excavation permit or any other ministerial permit required for the project, the permittee must incorporate this permit, all conditions associated with this permit and the approved photo simulations into the project plans (the "Approved Plans"). The permittee must construct, install and operate the wireless facility in substantial compliance with the Approved Plans. Any alterations, modifications or other changes to the Approved Plans, whether requested by the permittee or required by other departments or public agencies with jurisdiction over the wireless facility, must be submitted in a written request subject to the Director of Public Works' prior review and approval, who may refer the request to the original approval authority if the Director of Public Works finds that the requested alteration, modification or other change substantially deviates from the Approved Plans or implicates a significant or substantial land-use concern.

- C. **Post-Installation Certification.** Within 60 calendar days after the permittee commences full, unattended operations of a wireless facility approved or deemed-approved under this Chapter, the permittee shall provide the Director of Public Works with documentation reasonably acceptable to the Director of Public Works that the wireless facility has been installed and/or constructed in substantial compliance with the Approved Plans.
- D. **Build-Out Period.** This permit will automatically expire one year from the approval or deemed-granted date unless the permittee obtains all other permits and approvals required to install, construct and/or operate the approved wireless facility, which includes without limitation any permits or approvals required by the any federal, state or local public agencies with jurisdiction over the subject property, the wireless facility or its use. The Director of Public Works may grant one written extension to a date certain when the permittee shows good cause to extend the limitations period in a written request for an extension submitted at least 30 days prior to the automatic expiration date in this condition.
- E. **Maintenance Obligations; Vandalism.** The permittee shall keep the site, which includes without limitation any and all improvements, equipment, structures, access routes, fences and landscape features, in a neat, clean and safe condition in accordance with the Approved Plans and all conditions in this permit. Any concealment elements shall be kept in "like new" condition at all times. The permittee shall keep the site area free from all litter and debris at all times. The permittee, at no cost to the City, shall remove and remediate any graffiti or other vandalism at the site within 48 hours after the permittee receives notice or otherwise becomes aware that such graffiti or other vandalism occurred. The permittee and property owner shall maintain any and all landscape features in accordance with an approved landscape plan, if any, and shall replace dying or dead trees, foliage or other landscape elements shown on the Approved Plans within 30 calendar days after written notice from the City.
- F. **Compliance with Laws.** The permittee shall maintain compliance at all times with all federal, state and local statutes, regulations, orders or other rules that carry the force of law ("Laws") applicable to the permittee, the subject property, the wireless facility or any use or activities in connection with the use authorized in this permit, which includes without limitation any Laws applicable to human exposure to RF emissions. The permittee expressly acknowledges and agrees that this obligation is intended to be broadly construed and that no other specific requirements in these conditions are intended to reduce, relieve or otherwise lessen the permittee's obligations to maintain compliance with all Laws. In the event that the City fails to timely notice, prompt or enforce compliance with any applicable provision in the California Building Code, Lakewood Municipal Code, any permit, any permit condition or any applicable law or regulation, the applicant or permittee will not be relieved from its obligation to comply in all respects with all applicable provisions in any such permit, permit condition or any applicable law or regulation.
- G. **Adverse Impacts on Other Properties.** The permittee shall use all reasonable efforts to avoid any and all undue or unnecessary adverse impacts on nearby properties that may arise from the permittee's or its authorized personnel's construction, installation, operation, modification, maintenance, repair, removal and/or other activities at the site.

The permittee shall not perform or cause others to perform any construction, installation, operation, modification, maintenance, repair, removal or other work that involves heavy equipment or machines except during normal construction hours in accordance with Lakewood Municipal Code Section 8020. The restricted work hours in this condition will not prohibit any work required to prevent an actual, immediate harm to property or persons, or any work during an emergency declared by the City. The Director of Public Works or the Director of Public Works' designee may issue a stop work order for any activities that violates this condition.

- H. Backup Power; Generators. The permittee shall operate backup power generators only during (1) commercial power outages or (2) for maintenance purposes during normal construction hours in accordance with Lakewood Municipal Code Section 8020. The Director of Public Works may approve a temporary power source and/or generator in connection with initial construction or major repairs.
- I. Inspections; Emergencies. The permittee expressly acknowledges and agrees that the City's officers, officials, staff or other designee may enter onto the site and inspect the improvements and equipment upon reasonable prior notice to the permittee, or at any time during an emergency The City's officers, officials, staff or other designee may, but will not be obligated to, enter onto the site area without prior notice to support, repair, disable or remove any improvements or equipment in emergencies or when such improvements or equipment threatens actual, imminent harm to property or persons; provided, however, that even in emergency circumstances, the City shall use reasonable efforts to notify the permittee prior to such entry to the extent practicable under the circumstances. The permittee, if present, may observe the City's officers, officials, staff or other designee while any such inspection or emergency access occurs.
- J. Permittee's Contact Information. The permittee shall furnish the Director of Public Works with accurate and up-to-date contact information for a person responsible for the wireless facility, which includes without limitation such person's full name, title, direct telephone number, facsimile number, mailing address and email address. The permittee shall keep such contact information up-to-date at all times and immediately provide the Director of Public Works with updated contact information in the event that either the responsible person or such person's contact information changes.
- K. Indemnification. The permittee and, if applicable, the property owner upon which the wireless facility is installed shall defend, indemnify and hold harmless the City, its agents, officers, officials, employees and volunteers from any and all (1) damages, liabilities, injuries, losses, costs and expenses and from any and all claims, demands, law suits, writs and other actions or proceedings ("Claims") brought against the City or its agents, officers, officials, employees or volunteers to challenge, attack, seek to modify, set aside, void or annul the City's approval of this permit, and (2) other Claims any kind or form, whether for personal injury, death or property damage, that arise from or in connection with the permittee's or its agents', directors', officers', employees', contractors', subcontractors', licensees', or customers' acts or omissions in connection with this permit or the wireless facility. In the event the City becomes aware any Claims, the City will use best efforts to promptly notify the permittee and the private property owner and shall reasonably cooperate in the defense. The permittee expressly

acknowledges and agrees that the City shall have the right to approve, which approval shall not be unreasonably withheld, the legal counsel providing the City's defense, and the property owner and/or permittee (as applicable) shall promptly reimburse City for any costs and expenses directly and necessarily incurred by the City in the course of the defense. The permittee expressly acknowledges and agrees that the permittee's indemnification obligations under this condition are a material consideration that motivates the City to approve this permit, and that such indemnification obligations will survive the expiration or revocation of this permit.

- L. Performance Bond. Before the Department of Public Works issues any encroachment permit and/or other ministerial permits required to commence construction in connection with this permit, the permittee shall post a performance bond from a surety and in a form acceptable to the Director of Public Works in an amount reasonably necessary to cover the cost to remove the improvements and restore all affected areas based on a written estimate from a qualified contractor with experience in wireless facilities removal. The permittee must procure the written estimate from the qualified contractor and provide the estimate to the Director of Public Works for the Director's review before posting the performance bond. The written estimate must include the cost to remove all equipment and other improvements, which includes without limitation all antennas, radios, batteries, generators, utilities, cabinets, mounts, brackets, hardware, cables, wires, conduits, structures, shelters, towers, poles, footings and foundations, whether above ground or below ground, constructed or installed in connection with the wireless facility, plus the cost to completely restore any areas affected by the removal work to a standard compliant with applicable laws. In establishing or adjusting the bond amount required under this condition, and in accordance with California Government Code § 65964(a), the Director of Public Works shall take into consideration any information provided by the permittee regarding the cost to remove the wireless facility and restore any areas affected by the removal work to a standard compliant with applicable laws.
- M. Recall to Approval Authority; Permit Revocation. The Director may recall this permit for review due to complaints about noncompliance with applicable laws or any approval conditions attached to this permit after notice and an opportunity to cure the violation is provided to the permittee. At a duly noticed public hearing and in accordance with all applicable laws, the Director may revoke this permit or amend these conditions as the Director deems necessary or appropriate to correct any such noncompliance.
- N. Record Retention. The permittee must maintain complete and accurate copies of all permits and other regulatory approvals issued in connection with the wireless facility, which includes without limitation this approval, the approved plans and photo simulations incorporated into this approval, all conditions associated with this approval and any ministerial permits or approvals issued in connection with this approval. In the event that the permittee does not maintain such records as required in this condition, any ambiguities or uncertainties that would be resolved through an inspection of the missing records will be construed against the permittee. The permittee may keep electronic records; provided, however, that hard copies or electronic records kept in the City's regular files will control over any conflicts between such City-controlled copies or

records and the permittee's electronic copies, and complete originals will control over all other copies in any form.

- O. Undergrounded Utilities. In the event that other public utilities or cable television operators in the public right-of-way, where the permittee's wireless facility is located, underground their facilities the permittee must underground its equipment except the antennas and antenna supports. Such undergrounding shall occur at the permittee's sole cost and expense except as reimbursed pursuant to law.
- P. Electric Meter Removal. In the event that the commercial electric utility provider adopts or changes its rules obviating the need for a separate electric meter and enclosure, the permittee on its own initiative and at its sole cost and expense shall apply to the City for permission to remove the separate electric meter and enclosure and restore the affected area to its original condition.

7708. SITE LOCATION GUIDELINES

- A. Preferred Locations. The City expresses its preferences for installations in certain locations in the public rights-of-way. The Director will take into account whether any less discouraged (or more preferred) locations are technically feasible and potentially available. All applicants should avoid proposing new wireless facilities located adjacent to residential frontage to the greatest extent feasible. All applicants must, to the extent feasible, propose new wireless facilities in the public rights-of-way in locations according to the following preferences, ordered from most preferred to least preferred:
 - (1) manufacturing districts;
 - (2) commercial districts;
 - (3) open space districts;
 - (4) agricultural districts;
 - (5) any location that abuts a park, school or landscaped panel or median between major streets and service roads;
 - (6) residential districts with multi-family residential uses;
 - (7) residential districts with single family residential uses.
- B. Preferred Support Structures. In addition to the preferred locations described in Section 7708(A), the City also expresses its preference for installations on certain support structures in the public rights-of-way. The Director will take into account whether any less discouraged (or more preferred) support structures are technically feasible and potentially available. The City's preferred support structures in the public rights-of-way are as follows, ordered from most preferred to least preferred:
 - (1) new facilities or collocations on existing City-owned structures;
 - (2) new facilities on existing support structures;
 - (3) new facilities on replacement support structures;
 - (4) collocations on existing support structures;
 - (5) collocations on replacement support structures;
 - (6) new facilities on new support structures.

7709. CONSTRUCTION AND INSTALLATION STANDARDS

- A. Construction and Installation Standards. The City Council authorizes the Director and the Department of Public Works to develop and from time-to-time amend construction and installation standards for all new wireless facilities and substantial changes to existing wireless facilities not covered under Section 6409 proposed to be located in the public rights-of-way. Such construction and installation standards, and any amendments to the construction and installation standards, shall be adopted by City Council Resolution, following a public hearing conducted pursuant to the applicable requirements of the Lakewood Municipal Code.
- B. Administrative Design Guidelines. The City Council authorizes the Director to develop and from time-to-time amend administrative design guidelines to clarify the aesthetic goals and standards developed pursuant to this Section for City staff, applicants and the public. In the event that a conflict arises between the construction and installation standards adopted under 7709(A) and the administrative design guidelines adopted under 7709(B), the construction and installation standards shall control.

7710. TEMPORARY WIRELESS FACILITIES

- A. General Requirements for Temporary Wireless Facilities. Except as provided in Section 7710(B), the requirements, procedures and standards in this Section shall be applicable to all applications for a temporary use permit for a temporary wireless facility to be placed in the public rights-of-way.
 - (1) Applications for Temporary Wireless Facilities. The Director shall not approve any temporary wireless facility subject to a temporary use permit except upon a duly filed application consistent with this Section 7710(A)(1) and any other written application requirements or procedures the Director may publish in any publicly-stated format. Applicants for a temporary use permit must submit, at a minimum: (1) a discretionary permit application on the most current form prepared by the Public Works Department; (2) the applicable fee for the application; (3) a site plan that shows the proposed temporary wireless facility and its equipment, physical dimensions and placement on the proposed site relative to property lines and existing structures; (4) an RF compliance report in accordance with this Chapter; and (5) an insurance certificate for general commercial liability that names the City as an additional insured, includes coverage for the time period in which the temporary wireless facility will be placed and carries at least \$1,000,000 in coverage per occurrence. Applications must be submitted in person to the Director unless the Director grants written consent to receive an application by mail or electronic means. No pre-submittal conference or appointment is required for a temporary use permit application.
 - (2) Administrative Review for Temporary Wireless Facilities. After the Director receives a duly filed application for a temporary use permit, the Director shall review the application for completeness. After the Director deems the application complete, the Director shall review the application for conformance with the required findings in Section 7710(A)(3) and render a written decision to the

applicant. Any denials must include the reasons for the denial. The review shall be administrative in nature and shall not require notice or a public hearing.

- (3) Required Findings for Temporary Wireless Facilities. The Director may approve or conditionally approve a temporary use permit for a temporary wireless facility only when the Director finds:
- (a) the proposed temporary wireless facility will not exceed 50 feet in overall height above ground level;
 - (b) the proposed temporary wireless facility complies with all setback requirements applicable to the proposed location;
 - (c) the proposed temporary wireless facility will not involve any excavation or ground disturbance;
 - (d) the proposed temporary wireless facility will be compliant with all generally applicable public health and safety laws and regulations, which includes without limitation maximum permissible exposure limits for human exposure to RF emissions established by the FCC;
 - (e) the proposed temporary wireless facility will not create any nuisance or violate any noise limits applicable to the proposed location;
 - (f) the proposed temporary wireless facility will be identified with a sign that clearly identifies the (I) site operator, (II) the operator's site identification name or number and (III) a working telephone number answered 24 hours per day, seven days per week by a live person who can exert power-down control over the antennas;
 - (g) the proposed wireless temporary wireless facility will be removed within 30 days after the Director grants the temporary use permit, or such longer time as the Director finds reasonably related to the applicant's need or purpose for the temporary wireless facility (but in no case longer than 90 days);
 - (h) the applicant has not been denied an approval for any permanent wireless facility in substantially the same location within the previous 365 days.
- (4) Appeals for Temporary Wireless Facilities. Any applicant may appeal the Director's written decision to deny an application for a temporary use permit. The written appeal together with any applicable appeal fee must be tendered to the City within 10 days from the Director's written decision, and must state in plain terms the grounds for reversal and the facts that support those grounds. The City Manager shall be the appellate authority for all appeals from the Director's written decision to deny a temporary use permit. The City Manager shall review the application *de novo*; provided, however, that the City Manager's decision shall be limited to only whether the application should be approved or denied in accordance with the provisions in this Section and any other applicable laws. The City Manager shall issue a written decision that contains the reasons for the decision, and such decision shall be final and not subject to any further administrative appeals.

- B. Temporary Wireless Facilities for Emergencies. Temporary wireless facilities may be placed and operated within the City without a temporary use permit only when a duly

authorized federal, state, county or City official declares an emergency within a region that includes the City in whole or in part. Any temporary wireless facilities placed pursuant to this Section 7710(B) must be removed within five days after the date the emergency is lifted. Any person or entity that places temporary wireless facilities pursuant to this Section must send a written notice that identifies the site location and person responsible for its operation to the Director of Public Works as soon as reasonably practicable, but no greater than 24 hours.

SECTION 2. The City Council hereby declares it would have passed this Ordinance sentence by sentence, paragraph by paragraph and section by section, and does hereby declare the provisions of this Ordinance are severable, and if for any reason any section of this Ordinance should be held invalid, such decision shall not affect the validity of the remaining parts of this Ordinance.

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

ADOPTED AND APPROVED this 27th day of June, 2017, by the following roll call vote:

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

Mayor

ATTEST:

City Clerk

RESOLUTION NO. 2017-33

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
LAKEWOOD ADOPTING DEVELOPMENT STANDARDS
FOR WIRELESS FACILITIES ON PRIVATE PROPERTY

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

SECTION 1. Contingent on the adoption of Ordinance No. 2017-4, the City Council hereby adopts the "Development Standards" set forth in Exhibit "A", attached hereto, pursuant to Section 9609 of the Lakewood Municipal Code, as contained in said Ordinance No. 2017-4.

SECTION 2. Such Development Standards shall take effect on the effective date of Ordinance No. 2017-4.

SECTION 3. CEQA. The City Council finds that the Development Standards set forth in Exhibit "A" are exempt from CEQA pursuant to CEQA Guidelines Section 15061(b)(3) which is the general rule that CEQA applies only to projects which have the potential for causing a significant effect on the environment and that CEQA does not apply where it can be seen with certainty that there is no possibility that the activity may have a significant effect on the environment.

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

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

ADOPTED AND APPROVED THIS 27TH DAY OF JUNE, 2017.

Mayor

ATTEST:

City Clerk

EXHIBIT "A"

DEVELOPMENT STANDARDS FOR WIRELESS TELECOMMUNICATION FACILITIES

- A. **Generally Applicable Development Standards.** All new wireless facilities and substantial changes to existing wireless facilities not covered under Section 6409 must conform to the generally applicable development standards listed below:
1. **Location on Property – Residential Zones**
 - a. No wireless telecommunication facilities shall be permitted in the required side yard or front yard.
 - b. No wireless telecommunication facilities shall be within five (5) feet of the rear property line.
 - c. No wireless telecommunication facility shall be permitted to be constructed or installed in a manner that reduces the number of parking spaces below the minimum requirements for the subject property, obstructs access to or removes any required parking space, reduces or otherwise obstructs driveway or pedestrian access, or otherwise interferes with the safe operation or circulation of any vehicle.
 2. **Location on Property – Non-residential Zones**
 - a. This section includes wireless telecommunication facilities located in residential zones which are developed with permitted nonresidential uses.
 - b. Antenna support structures shall be located to the extent reasonably feasible to the rear of all existing buildings on the property.
 - c. No wireless telecommunication facility shall be permitted to be constructed or installed in a manner that reduces the number of parking spaces below the minimum requirements for the subject property, obstructs access to or removes any required parking space, reduces or otherwise obstructs driveway or pedestrian access, or otherwise interferes with the safe operation or circulation of any vehicle.
 3. **Overall Height.**
 - a. Wireless telecommunication facilities shall not exceed sixty (60) feet in height or ninety-five (95) feet in height if mounted in an existing sports lighting utility pole, except as otherwise approved by a conditional use permit.
 - b. Overall height shall be measured from the average finished grade of the subject site to the tallest point of the equipment.
 - c. No roof-mounted wireless telecommunication facilities shall extend above the peak of the roof, penthouses, or parapets unless screened by parapet extensions or otherwise concealed from view.
 - d. All wireless telecommunication facilities shall be designed at the minimum functional heights subject to Development Review Board approval.
 4. **Concealment.** Wireless facilities shall incorporate concealment techniques that blend the equipment and other improvements into the natural and/or built environment in a manner consistent and/or compatible with the uses germane to the underlying zoning district and existing in the immediate vicinity. Ground-based equipment shall be installed within a masonry enclosure similar opaque structure subject to Development Review Board approval.

5. **Utilities.** All cables and connectors for telephone, primary electric and other similar utilities shall be routed underground to the fullest extent feasible. Meters, panels, disconnect switches, and other associated improvements shall be placed in inconspicuous locations to the fullest extent possible. New overhead utility lines or service drops shall not be approved merely because compliance with the undergrounding requirements would increase the project cost.
6. **Signage; Advertisements.** All wireless facilities shall include signage that accurately identifies the name of the equipment owner/operator, the owner/operator's site name or identification number, and a toll-free number to the owner/operator's network operations center. Wireless facilities shall not bear any other signage or advertisements unless expressly approved by the City in compliance with Lakewood Municipal Code Section 9500, or where required by law or recommended under FCC or other United States governmental agencies for compliance with RF emissions regulations.
7. **Compliance with Laws.** All wireless facilities shall be designed and sited in compliance with all applicable federal, state and local laws, regulations, rules, restrictions and conditions, which includes without limitation the California Building Standards Code, any applicable specific plan, the Lakewood Municipal Code, or any conditions or restrictions in any permit or other governmental approval issued by any public agency with jurisdiction over the project.

RESOLUTION NO. 2017-34

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
LAKEWOOD ADOPTING CONSTRUCTION AND
INSTALLATION STANDARDS FOR WIRELESS FACILITIES
IN THE PUBLIC RIGHTS-OF- WAY

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

SECTION 1. Contingent on the adoption of Ordinance No. 2017-6 ,the City Council hereby adopts the “Construction and Installation Standards” set forth in Exhibit “A”, attached hereto, pursuant to Section 9609 of the Lakewood Municipal Code, as contained in said Ordinance No. 2017-6.

SECTION 2. Such Construction and Installation Standards shall take effect on the effective date of Ordinance No. 2017-6.

SECTION 3. CEQA. The City Council finds that the Construction and Installation Standards set forth in Exhibit “A” are exempt from CEQA pursuant to CEQA Guidelines Section 15061(b)(3) which is the general rule that CEQA applies only to projects which have the potential for causing a significant effect on the environment and that CEQA does not apply where it can be seen with certainty that there is no possibility that the activity may have a significant effect on the environment.

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

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

ADOPTED AND APPROVED THIS 27TH DAY OF JUNE, 2017.

Mayor

ATTEST:

City Clerk

EXHIBIT A

CONSTRUCTION AND INSTALLATION STANDARDS FOR NEW AND SUBSTANTIALLY CHANGED WIRELESS FACILITIES IN THE PUBLIC RIGHTS-OF-WAY

- A. **Generally Applicable Construction and Installation Standards.** All new wireless facilities and modifications to existing wireless facilities in the public rights-of-way not covered under Section 6409 must conform to the generally applicable development standards in this Section A.
- (1) **General Concealment.** All wireless facilities in the public rights-of-way must be concealed to the maximum extent feasible with design elements and techniques that mimic or blend with the underlying support structure, surrounding environment and adjacent uses. In addition, wireless facilities in the rights-of-way may not unreasonably subject the public use, for any purpose including expressive or aesthetic purposes, to inconvenience, discomfort, trouble, annoyance, hindrance, impediment or obstruction.
 - (2) **Undergrounded Equipment.** To conceal the equipment to the maximum degree feasible, applicants must install all equipment (other than the antenna and any electric meter) underground in any area in which the existing utilities are not primarily located above ground. In all other areas, applicants shall install all equipment (other than the antenna and any electric meter) underground when the Director of Public Works finds that the above-ground equipment would unreasonably interfere with (a) the public's ability to use the right-of-way for travel; or (b) a specific viewshed or other visual resource seen from within the public rights-of-way. When making a determination on whether to require undergrounded equipment, the Director of Public Works shall take into account the presence of existing above-ground utilities. Mere additional expense to install and maintain an underground equipment enclosure does not exempt an applicant from this requirement.
 - (3) **Pole-Mounted Equipment.** All pole-mounted equipment must be installed as close to the pole as technically and legally feasible to minimize the overall visual profile. All pole-mounted equipment and required or permitted signage must face toward the street or otherwise placed to minimize visibility from adjacent sidewalks and structures. All cables, wires and other connectors must be routed through conduits within pole whenever possible, and all external conduits, conduit attachments, cables, wires and other connectors must be concealed from public view to the extent feasible. Equipment mounted below any streetlight must not interfere with the illumination provided to the public rights-of-way from such streetlight.
 - (4) **Ground-Mounted Equipment.** To the extent that the equipment cannot be placed underground as required, applicants may be permitted to install ground-mounted equipment in a location that does not obstruct pedestrian or vehicular traffic. All ground-mounted equipment must be placed in the least conspicuous location available within a reasonable distance from the pole. The Director of Public Works may condition approval on new or enhanced landscaping to conceal

ground-mounted equipment. Ground-mounted cabinets installed on residential frontage are strongly disfavored.

- (5) **Overall Height.** Wireless facilities on new support structures may not exceed the applicable height limit for structures in the applicable zoning district that abuts the public rights-of-way. For wireless facilities proposed to be located on existing support structures, the antenna(s) may not exceed six feet above the height of the existing pole.
- (6) **Noise.** Wireless facilities and all accessory equipment and transmission equipment must comply with all noise regulations, which includes without limitation Lakewood Municipal Code Section 9376 (Air Conditioners, Mechanical Equipment and Machinery Noise in Residential Areas), and shall not exceed, either individually or cumulatively, the applicable ambient noise limit in the subject zoning district. The Director of Public Works may require the applicant to incorporate appropriate noise-baffling materials and/or strategies whenever necessary to avoid any ambient noise from equipment reasonably likely to exceed the applicable limit.
- (7) **Landscaping.** All wireless facilities must include landscape features and a landscape maintenance plan when proposed to be placed in a landscaped area. The Director of Public Works may require additional landscape features to screen the wireless facility from public view, avoid or mitigate potential adverse impacts on adjacent properties or otherwise enhance the concealment required under this Section. All plants proposed or required under this Section must be native and/or drought-resistant.
- (8) **Site Security Measures.** Wireless facilities may incorporate reasonable and appropriate site security measures to prevent unauthorized access, theft or vandalism. Site security measures must be designed to enhance concealment to the maximum extent possible, such as installing equipment within a secure shroud, cabinet, vault or other. The Director of Public Works may require additional concealment elements as the Director of Public Works finds necessary to blend the security measures and other improvements into the natural and/or built environment. The Director of Public Works shall not approve barbed wire, razor ribbon, electrified fences or any similar security measures.
- (9) **Backup Power Sources.** The City strongly disfavors backup power sources mounted on the ground or on poles within the public rights-of-way, but the Director of Public Works may approve permanent backup power sources on a case-by-case basis.
- (10) **Lights.** Wireless facilities may not include exterior lights other than (a) as may be required under FAA, FCC or other applicable governmental regulations; and (b) timed or motion-sensitive lights for security and/or worker safety. All exterior lights permitted or required to be installed must be installed in locations and within enclosures that mitigates illumination impacts on other properties to the maximum extent feasible.
- (11) **Signage; Advertisements.** All wireless facilities must include signage that accurately identifies the equipment owner/operator, the owner/operator's site name or identification number and a toll-free number to the owner/operator's network operations center. Wireless facilities may not bear any other signage or

advertisements unless expressly approved by the City in compliance with Lakewood Municipal Code Section 9500, required by law or recommended under FCC or other United States governmental agencies for compliance with RF emissions regulations.

- (12) **Future Collocations and Equipment.** To the extent feasible and aesthetically desirable, all new wireless facilities should be designed and sited in a manner that accommodates future collocations and equipment installations that can be integrated into the proposed wireless facility or its associated structures with no or negligible visual changes to the outward appearance.
 - (13) **Utilities.** All cables and connectors for telephone, primary electric and other similar utilities must be routed underground to the extent feasible in conduits large enough to accommodate future collocated wireless facilities. Meters, panels, disconnect switches and other associated improvements must be placed in inconspicuous locations to the extent possible. The Director of Public Works shall not approve new overhead utility lines or service drops merely because compliance with the undergrounding requirements would increase the project cost.
 - (14) **Compliance with Laws.** All wireless facilities must be designed and sited in compliance with all applicable federal, state and local laws, regulations, rules, restrictions and conditions, which includes without limitation the California Building Standards Code, general plan and any applicable specific plan, the Lakewood Municipal Code and any conditions or restrictions in any permit or other governmental approval issued by any public agency with jurisdiction over the project.
- B. **Facilities on Existing Support Structures.** All wireless facilities in the public rights-of-way must be installed on existing above-ground structures (such as light standards or utility poles) whenever possible and aesthetically desirable.
 - C. **Facilities on Replacement Support Structures.** Existing above-ground structures may be replaced with concrete, steel or aluminum support structures that have sufficient structural capacity to support the proposed equipment so long as the replacement structure is, in the Director of Public Works' discretion, substantially similar to the existing structure to be replaced. Existing above-ground wood structures that cannot feasibly support additional equipment shall be replaced with a concrete, steel or aluminum replacement structure as determined by the Director of Public Works.
 - D. **Facilities on New Support Structures.** The Director of Public Works shall not approve any new, non-replacement support structures unless: (1) the applicant demonstrates that above-ground support structures near the project site either do not exist or are not potentially available to the applicant; or (2) the Director of Public Works specifically finds that a new, non-replacement support structure would be more aesthetically desirable and consistent with the objectives in this Section than installations on existing structures near the project site. The Director of Public Works shall not approve new wood structures and will only approve new concrete, steel or aluminum support structures.

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**CITY OF LAKEWOOD SUCCESSOR AGENCY - PROJECT AREAS
FUND SUMMARY 6/22/2017**

In accordance with section 2521 of the Lakewood Municipal Code there is presented herewith a summary of obligations to be paid by voucher 205 through 205. Each of the following demands has been audited by the Director of Administrative Services and approved by the City Manager.

2902	ENFORCEABLE OBLIGATIONS	120.00
		<hr/>
		120.00

Council Approval

Date

City Manager

Attest

City Clerk

Director of Administrative Services

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

<u>CHECK #</u>	<u>CHECK DATE</u>	<u>VEND #</u>	<u>VENDOR NAME</u>	<u>GROSS</u>	<u>DISC.</u>	<u>CHECK AMOUNT</u>
205	06/22/2017	4659	CASE ANYWHERE LLC	120.00	0.00	120.00
Totals:				<u>120.00</u>	<u>0.00</u>	<u>120.00</u>

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**CITY OF LAKEWOOD SUCCESSOR AGENCY - HOUSING
FUND SUMMARY 6/15/2017**

In accordance with section 2521 of the Lakewood Municipal Code there is presented herewith a summary of obligations to be paid by voucher 310 through 311. Each of the following demands has been audited by the Director of Administrative Services and approved by the City Manager.

3901	HOUSING SUCCESSOR AGENCY	18,155.00
		<hr/>
		18,155.00

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
310	06/15/2017	40572	CHICAGO TITLE CO	155.00	0.00	155.00
311	06/15/2017	5024	DIAZ. LAURA AND	18,000.00	0.00	18,000.00
Totals:				<u>18,155.00</u>	<u>0.00</u>	<u>18,155.00</u>