

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

November 10, 2020, 7:30 p.m.

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

**CALL TO ORDER**

**INVOCATION:**

**PLEDGE OF ALLEGIANCE:**

**ROLL CALL:** Mayor Todd Rogers  
Vice Mayor Jeff Wood  
Council Member Steve Croft  
Council Member Ariel Pe  
Council Member Vicki Stuckey

**ANNOUNCEMENTS AND PRESENTATIONS:**

Presentation by Donate Life-One Legacy CEO Tom Mone and Lakewood Ambassador Maria Jimenez

Tribute to Diane DuBois

**ROUTINE ITEMS:**

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

RI-1 MEETING MINUTES - Staff recommends City Council approve Minutes of the Meeting held June 23, 2020

RI-2 PERSONNEL TRANSACTIONS - Staff recommends City Council approve report of personnel transactions.

RI-3 REGISTERS OF DEMANDS - Staff recommends City Council approve registers of demands.

RI-4 CITY COUNCIL COMMITTEES' ACTIVITIES - Staff recommends City Council approve report of City Council Committees' activities.

RI-5 MONTHLY REPORT OF INVESTMENT TRANSACTIONS - OCTOBER 2020 - Staff recommends City Council approve monthly report of investment transactions.

## City Council Agenda

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### **ROUTINE ITEMS:** - Continued

- RI-6 RESOLUTION NO. 2020-58; A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAKEWOOD EXTENDING A LOCAL EMERGENCY DUE TO THE COVID-19 VIRUS - Staff recommends City Council adopt proposed resolution.
- RI-7 PURCHASE ONE 2021 CHEVROLET SILVERADO C3500 REGULAR CAB WITH DUMP BODY - Staff recommends City Council authorize the appropriation of \$4,066.85 from the General Fund and purchase of a 2021 Chevrolet Silverado C3500 Regular Cab with dump body in the amount of \$62,066.85 from Penske Chevrolet of Cerritos, CA.
- RI-8 REFRESH YOUTH CENTER RENTAL AGREEMENT FOR OFFICES AT THE BURNS COMMUNITY CENTER - Staff recommends City Council authorize the Mayor to sign the Rental Agreement for Offices at the Burns Community Center with Refresh Youth Center upon approval by the City Attorney as to form.
- RI-9 APPROPRIATION FOR FACILITIES MAINTENANCE ANNUAL PROJECTS - Staff recommends City Council appropriate funds for the Park Hardscape (\$50,000), Fire and Security (\$25,000), Fence (\$25,000), and Facility Roof Repairs (\$50,000) Annual Projects from the reserve for Capital Improvements.
- RI-10 INSTALLATION OF DISABLED PARKING SPACE AT 6113 ADENMOOR AVENUE, RESOLUTION NO. 2020-59 - Community Safety Commission recommends City Council adopt proposed resolution authorizing installation of disabled person designated parking space.
- RI-11 WATER RATE STUDY - Water Resources Committee recommends that City Council authorize staff to enter into an agreement with Raftelis Financial Consultants, Inc. to conduct a water rate study in the amount of \$50,448.
- RI-12 AMENDMENT TO AGREEMENT FOR CATERED EVENTS AT MONTE VERDE PARK - Staff recommends City Council authorize the Mayor to sign the Amendment to Agreement for Catered Events at Monte Verde Park, subject to the approval as to form by the City Attorney, with TGIS Catering Services, Inc.
- RI-13 RESOLUTION NO. 2020-60; A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAKEWOOD ADDING A JOB CLASSIFICATION AND AMENDING EXISTING PAY RATE IN ATTACHMENT B OF RESOLUTION NO 2020-15 - Staff recommends City Council adopt proposed resolution.
- RI-14 AMENDMENT OF AGREEMENT FOR ON-CALL HAZARDOUS WASTE REMOVAL SERVICES WITH OCEAN BLUE ENVIRONMENTAL SERVICES, INC. - Staff recommends City Council amend the environmental services agreement with Ocean Blue Environmental Services, Inc., for a period ending June 30, 2021, to increase the not-to-exceed limit to \$135,000 per year, and authorize the Mayor and City Clerk to sign the amendment in a form approved by the City Attorney.

## **City Council Agenda**

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### **PUBLIC HEARINGS:**

- 1.1 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROGRAM ACTION PLAN AMENDMENT – Staff recommends City Council public hearing to receive comments on proposed Consolidated Plan Substantial Amendment and following public hearing, approve the FY 2020-2024 Consolidated Plan Substantial Amendment No. 2, and authorize the City Manager to direct staff to submit to HUD the approved Consolidated Plan Substantial Amendment No. 2 along with the required CDBG certifications.
- 1.2 INTRODUCTION OF ORDINANCE NO. 2020-6; AMENDING SECTIONS IN ARTICLE IV OF THE LAKEWOOD MUNICIPAL CODE REGARDING PARKWAYS AND ENCROACHMENTS IN THE PUBLIC RIGHT OF WAY - Staff recommends City Council hold a public hearing and introduce proposed ordinance.

### **REPORTS:**

- 3.1 PROFESSIONAL SERVICES AGREEMENT (PSA) FOR DESIGN AND ENGINEERING SERVICES FOR WELL 13A TREATMENT PLANT PROJECT – Staff recommends City Council appropriate \$170,000 (which includes a 9.7% contingency) in Water Reserve Fund for project; award Professional Services Agreement (PSA) in amount not to exceed \$155,000 to Murraysmith, Inc. of Portland, OR, for design and engineering services for project; and authorize Mayor to sign contract in form approved by City Attorney.
- 3.2 REPORT ON COMMUNITY DIALOGUE

## **AGENDA**

### **LAKEWOOD HOUSING SUCCESSOR AGENCY**

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

### **ORAL COMMUNICATIONS:**

### **ADJOURNMENT**

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

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

# Routine Items

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

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

**COUNCIL AGENDA**

November 10, 2020

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

<u>Name</u>	<u>Title</u>	<u>Schedule</u>	<u>Effective Date</u>
<b>1. FULL-TIME EMPLOYEES</b>			
<b>A. Appointments</b>			
None			
<b>B. Changes</b>			
Cassidy Roman	Community Safety Specialist Public Safety Supervisor	10A to 24B	11/01/2020
Elizabeth Loera	Administrative Clerk Administrative Secretary	08A to 15A	10/18/2020
<b>C. Separations</b>			
Theresa Gutierrez	Administrative Secretary	15A	10/31/2020
<b>2. PART-TIME EMPLOYEES</b>			
<b>A. Appointments</b>			
Scott Moe	Maintenance Trainee I	B	10/19/2020
Norma Pena	Community Services Officer I	B	10/26/2020
<b>B. Changes</b>			
Mason Mota	Recreation Leader II Maintenance Services Aide III	A to B	10/18/2020
Austin Robles	Maintenance Aide II Maintenance Services Aide III	A to B	10/04/2020
<b>C. Separations</b>			
Brandon Deforest	Maintenance Trainee II	B	10/21/2020
Jordan Granados	Maintenance Trainee II	B	10/02/2020
Nathaniel Noriega	Maintenance Trainee II	B	10/23/2020



Thaddeus McCormack  
City Manager

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

**CITY OF LAKEWOOD  
FUND SUMMARY 10/29/2020**

In accordance with section 2521 of the Lakewood Municipal Code there is presented herewith a summary of obligations to be paid by voucher 99867 through 100053. Each of the following demands has been audited by the Director of Administrative Services and approved by the City Manager.

1010	GENERAL FUND	869,549.62
1020	CABLE TV	1,367.27
1030	CDBG CURRENT YEAR	750.00
1050	COMMUNITY FACILITY	782.85
1622	LA CNTY MEASURE M	17.38
3001	CAPITAL IMPROV PROJECT FUND	520,746.99
3070	PROPOSITION "C"	40.65
5010	GRAPHICS AND COPY CENTER	3,910.83
5020	CENTRAL STORES	6,379.02
5030	FLEET MAINTENANCE	8,078.32
6020	GEOGRAPHIC INFORMATION SYSTEM	57.88
7500	WATER UTILITY FUND	75,816.73
8020	LOCAL REHAB LOAN	100.00
8030	TRUST DEPOSIT	500.00
		<hr/>
		<b>1,488,097.54</b>

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
99867	10/29/2020	2701	AIRE RITE A/C & REFRIGERATION INC	1,066.60	0.00	1,066.60
99868	10/29/2020	4551	ACCOUNTING PRINCIPALS. INC	1,871.25	0.00	1,871.25
99869	10/29/2020	1700	ALLIED REFRIGERATION INC	144.58	0.00	144.58
99870	10/29/2020	4684	AMAZON.COM LLC	10,799.48	0.00	10,799.48
99871	10/29/2020	4126	AUTOZONE PARTS INC	26.12	0.00	26.12
99872	10/29/2020	5158	BANNER BANK	25,906.71	0.00	25,906.71
99873	10/29/2020	4278	BEAR COMMUNICATIONS INC	284.60	0.00	284.60
99874	10/29/2020	4389	BEST ROLL UP DOOR INC	6,950.00	0.00	6,950.00
99875	10/29/2020	7500	CENTRAL BASIN MUNICIPAL WATER	1,755.00	0.00	1,755.00
99876	10/29/2020	40572	CHICAGO TITLE CO	100.00	0.00	100.00
99877	10/29/2020	45894	CINTAS CORPORATION	70.44	0.00	70.44
99878	10/29/2020	4654	BRAGG INVESTMENT COMPANY. INC.	74.12	0.00	74.12
99879	10/29/2020	5008	COLOR CARD ADMINISTRATOR CORP.	37.54	0.00	37.54
99880	10/29/2020	5376	CONSERVATION CORPS OF LONG BEACH	1,344.00	0.00	1,344.00
99881	10/29/2020	59607	DANGELO COMPANY	402.39	0.00	402.39
99882	10/29/2020	51393	EMPLOYMENT DEVELOPMENT DEPT	52,198.91	0.00	52,198.91
99883	10/29/2020	4435	ELLIOTT AUTO SUPPLY COMPANY INC	524.82	0.00	524.82
99884	10/29/2020	4568	FUELING & SERVICE TECHNOLOGIES INC	2,064.84	0.00	2,064.84
99885	10/29/2020	4584	FLECHTNER. MICHAEL	440.00	0.00	440.00
99886	10/29/2020	63519	FLUE STEAM INC	218.00	0.00	218.00
99887	10/29/2020	4422	GARIBALDO'S NURSERY	335.07	0.00	335.07
99888	10/29/2020	34845	GLASBY MAINTENANCE SUPPLY CO	151.81	0.00	151.81
99889	10/29/2020	38311	H & H NURSERY	40.14	0.00	40.14
99890	10/29/2020	54961	HACH COMPANY	1,738.06	0.00	1,738.06
99891	10/29/2020	58838	HANSON AGGREGATES LLC	175.00	0.00	175.00
99892	10/29/2020	35477	HARA M LAWNMOWER CENTER	54.70	0.00	54.70
99893	10/29/2020	49031	HDL COREN & CONE	4,875.00	0.00	4,875.00
99894	10/29/2020	4880	HODGE PRODUCTS INC.	267.37	0.00	267.37
99895	10/29/2020	42031	HOME DEPOT	2,847.17	0.00	2,847.17
99896	10/29/2020	4622	JHM SUPPLY INC	21.55	0.00	21.55
99897	10/29/2020	4180	JONES RICHARD D. A PROF LAW CORP	16,750.00	0.00	16,750.00
99898	10/29/2020	55469	LAKEWOOD CITY EMPLOYEE ASSOCIATION	1,960.00	0.00	1,960.00
99899	10/29/2020	69	LAKEWOOD PROJECT SHEPHERD	520.00	0.00	520.00
99900	10/29/2020	18550	LAKEWOOD. CITY OF	300.00	0.00	300.00
99901	10/29/2020	18400	LAKEWOOD. CITY WATER DEPT	50,488.90	0.00	50,488.90
99902	10/29/2020	19710	LINCOLN EQUIPMENT INC	71.20	0.00	71.20
99903	10/29/2020	20300	LONG BEACH CITY GAS & WATER DEPT	562.76	0.00	562.76
99904	10/29/2020	36844	LA COUNTY DEPT OF PUBLIC WORKS	19,818.75	0.00	19,818.75
99905	10/29/2020	60037	LOS ANGELES ENGINEERING. INC	492,227.48	0.00	492,227.48
99906	10/29/2020	3856	MAILFINANCE INC.	854.84	0.00	854.84
99907	10/29/2020	4409	MALLORY SAFETY AND SUPPLY LLC	79.63	0.00	79.63
99908	10/29/2020	332	MERRIMAC PETROLEUM INC	2,921.74	0.00	2,921.74
99909	10/29/2020	4443	O'REILLY AUTOMOTIVE STORES INC	438.62	0.00	438.62
99910	10/29/2020	47554	OFFICE DEPOT BUSINESS SVCS	45.32	0.00	45.32

# CITY OF LAKEWOOD

## SUMMARY CHECK REGISTER

CHECK #	CHECK DATE	VEND #	VENDOR NAME	GROSS	DISC.	CHECK AMOUNT
99911	10/29/2020	63708	DY-JO CORPORATION	3,065.00	0.00	3,065.00
99912	10/29/2020	50512	PATHWAYS VOLUNTEER HOSPICE	750.00	0.00	750.00
99913	10/29/2020	1615	PFM ASSET MANAGEMENT LLC	3,097.47	0.00	3,097.47
99914	10/29/2020	5044	SHARP ELECTRONICS CORPORATION	3,509.19	0.00	3,509.19
99915	10/29/2020	5230	SITEONE LANDSCAPE SUPPLY. LLC	440.78	0.00	440.78
99916	10/29/2020	52279	SMART & FINAL INC	17.22	0.00	17.22
99917	10/29/2020	26900	SO CALIF SECURITY CENTERS INC	73.80	0.00	73.80
99918	10/29/2020	5022	MWB COPY PRODUCTS. INC.	115.76	0.00	115.76
99919	10/29/2020	29400	SOUTHERN CALIFORNIA EDISON CO	42,024.66	0.00	42,024.66
99920	10/29/2020	49529	SPICERS PAPER INC	401.64	0.00	401.64
99921	10/29/2020	52610	SWANK MOTION PICTURES INC	665.00	0.00	665.00
99922	10/29/2020	4086	TALLAL. INC.	3,375.00	0.00	3,375.00
99923	10/29/2020	2533	TNEMEC COMPANY INC.	89.64	0.00	89.64
99924	10/29/2020	60685	TURF STAR	1,113.63	0.00	1,113.63
99925	10/29/2020	66245	TYLER TECHNOLOGIES MUNIS DIVISION	138,702.83	0.00	138,702.83
99926	10/29/2020	1437	U S BANK NATIONAL ASSOCIATION	20,387.78	37.79	20,349.99
99927	10/29/2020	5284	UNIFIRST CORPORATION	22.94	0.00	22.94
99928	10/29/2020	49848	USA BLUE BOOK A DIVISION OF	152.92	0.00	152.92
99929	10/29/2020	3943	WATERLINE TECHNOLOGIES INC	1,486.31	0.00	1,486.31
99930	10/29/2020	17640	WAXIE ENTERPRISES INC	330.75	0.00	330.75
99931	10/29/2020	62628	WELLS C. PIPELINE MATERIALS	8,323.88	0.00	8,323.88
99932	10/29/2020	61854	ZAMORA. SILVIE (WARD)	80.00	0.00	80.00
99933	10/29/2020	49425	ACURITY SPECIALTY PRODUCTS INC	267.01	0.00	267.01
99934	10/29/2020	3699	HEPNER. BRYAN	340.00	0.00	340.00
99935	10/29/2020	3699	JARAMILLO. RICHARD	70.00	0.00	70.00
99936	10/29/2020	3699	LIZARRAGA. DIANA	10.00	0.00	10.00
99937	10/29/2020	3699	MADDAHI. DARIUSH	200.00	0.00	200.00
99938	10/29/2020	3699	MARAVILLA FOUNDATION	30.08	0.00	30.08
99939	10/29/2020	3699	MORRIS. B L	5.10	0.00	5.10
99940	10/29/2020	3699	NUNEZ. OLIVIA	4.00	0.00	4.00
99941	10/29/2020	3699	VALENCIA. ALICIA	132.43	0.00	132.43
99942	10/29/2020	3699	WYATT. FELICIA	26.00	0.00	26.00
99943	10/29/2020	5430	ACAFIELD INC DBA SUNRISE CAFE	5,000.00	0.00	5,000.00
99944	10/29/2020	5484	ALLEN. TRACY DBA TRACY'S BLESSED HANDS SAI	5,000.00	0.00	5,000.00
99945	10/29/2020	5468	ANDERSON. LISA DBA THE HIDEAWAY	5,000.00	0.00	5,000.00
99946	10/29/2020	5483	ARELLANO. MELINA DBA HAIRSTYLING	5,000.00	0.00	5,000.00
99947	10/29/2020	5404	ASTERIS. PETTER DBA PACIFIC STAR	5,000.00	0.00	5,000.00
99948	10/29/2020	5489	AVANI & K INC	5,000.00	0.00	5,000.00
99949	10/29/2020	5416	BEAINI. GEORGE DBA PAINTING WITH A TWIST	5,000.00	0.00	5,000.00
99950	10/29/2020	5459	BECERRA. HECTOR DBA BECERRA'S MEAT MARKE	5,000.00	0.00	5,000.00
99951	10/29/2020	5477	BENNETT DO INC	5,000.00	0.00	5,000.00
99952	10/29/2020	5428	BERNAL. CRYSTAL LAUREEN	5,000.00	0.00	5,000.00
99953	10/29/2020	5432	BNEVER AND SH INC	5,000.00	0.00	5,000.00
99954	10/29/2020	5510	CELL AND FIX	5,000.00	0.00	5,000.00

# CITY OF LAKEWOOD

## SUMMARY CHECK REGISTER

CHECK #	CHECK DATE	VEND #	VENDOR NAME	GROSS	DISC.	CHECK AMOUNT
99955	10/29/2020	5453	CHEA. LEE DBA MR. K'S DONUTS	5,000.00	0.00	5,000.00
99956	10/29/2020	5502	CHINITOS TACOS	5,000.00	0.00	5,000.00
99957	10/29/2020	5431	CRAFTSMAN JEWELRY INC	5,000.00	0.00	5,000.00
99958	10/29/2020	5478	DA & GA LEGACY INC	5,000.00	0.00	5,000.00
99959	10/29/2020	5445	DAE BAK KOREAN RESTAURANT INC	5,000.00	0.00	5,000.00
99960	10/29/2020	5490	DMJ SPA NAILS	5,000.00	0.00	5,000.00
99961	10/29/2020	5509	DNA SALON	5,000.00	0.00	5,000.00
99962	10/29/2020	5488	EM. LINDA DBA PIONEER DONUTS	5,000.00	0.00	5,000.00
99963	10/29/2020	5487	ENJAY FOOD CONCEPTS	5,000.00	0.00	5,000.00
99964	10/29/2020	5465	EXCLUSIVE JEWELERS LLC	5,000.00	0.00	5,000.00
99965	10/29/2020	5405	EXOTICA ENJ INC	5,000.00	0.00	5,000.00
99966	10/29/2020	5411	FIESTA SEAFOOD INC	5,000.00	0.00	5,000.00
99967	10/29/2020	5443	FITNESS WITH JAIME LLC	5,000.00	0.00	5,000.00
99968	10/29/2020	5423	GENKIVAPE CORP	5,000.00	0.00	5,000.00
99969	10/29/2020	5422	GENKZYAKI CORP DBA GENKIYAKI	5,000.00	0.00	5,000.00
99970	10/29/2020	5466	GERBER. KIMBERLY DBA FLITE ROOM	5,000.00	0.00	5,000.00
99971	10/29/2020	5481	GLAMOROUS LASHES & BROWS	5,000.00	0.00	5,000.00
99972	10/29/2020	64470	GLAMOUR SPA AND NAILS SALON INC	5,000.00	0.00	5,000.00
99973	10/29/2020	5461	GONZALEZ. OMAR	5,000.00	0.00	5,000.00
99974	10/29/2020	5456	HAN. KI DBA HANS FOUR SEASONS	5,000.00	0.00	5,000.00
99975	10/29/2020	5420	HEADED YOUR WAY	5,000.00	0.00	5,000.00
99976	10/29/2020	5499	HERITAGE AMUSEMENTS INC	5,000.00	0.00	5,000.00
99977	10/29/2020	5460	MARY KIM HOANG O.D.	5,000.00	0.00	5,000.00
99978	10/29/2020	5425	GLAMOUR NAILS	5,000.00	0.00	5,000.00
99979	10/29/2020	5436	HUNTER. ALVIN DBA XCLUSIVCUTZ BARBER SHOI	5,000.00	0.00	5,000.00
99980	10/29/2020	5479	HUYNH. CAM DBA COLOR NAILS	5,000.00	0.00	5,000.00
99981	10/29/2020	5427	HUYNH. CHI DBA HELLO NAILS AND SPA	5,000.00	0.00	5,000.00
99982	10/29/2020	5444	STEPHANIE IVIE'S BEAUTY SALON	5,000.00	0.00	5,000.00
99983	10/29/2020	5497	J ICE CREAM CONES LLC	5,000.00	0.00	5,000.00
99984	10/29/2020	5418	JAROSZ. KRISTIN DBA PURPLE ROSE ESTHETICS	5,000.00	0.00	5,000.00
99985	10/29/2020	5439	JJ LOUISIANA FISH MARKET INC	5,000.00	0.00	5,000.00
99986	10/29/2020	5480	JOSABEL LLC	5,000.00	0.00	5,000.00
99987	10/29/2020	5473	JURADO. MIGUEL DBA BPM HEALTH & FITNESS LL	5,000.00	0.00	5,000.00
99988	10/29/2020	5493	KHER. IMRAN DBA SHADES GALORE	5,000.00	0.00	5,000.00
99989	10/29/2020	5476	KIM. DOYEON DBA CARWOOD CLEANERS	5,000.00	0.00	5,000.00
99990	10/29/2020	5454	KIM. TEKMUY DBA DONUT CITY	5,000.00	0.00	5,000.00
99991	10/29/2020	5494	KIM. YONG SOOK DBA EVERGREEN CLEANERS	5,000.00	0.00	5,000.00
99992	10/29/2020	5458	KURIAN. LORI DBA LORI'S NAIL COTTAGE	5,000.00	0.00	5,000.00
99993	10/29/2020	5449	LA DE DA SALON LLC	5,000.00	0.00	5,000.00
99994	10/29/2020	5495	LAI. LYDA DBA AMAZING CUTS	5,000.00	0.00	5,000.00
99995	10/29/2020	4310	LAKEWOOD FAMILY BILLIARDS CORP	5,000.00	0.00	5,000.00
99996	10/29/2020	5412	LAM. CHRIS DBA HAPPY CLEANERS	5,000.00	0.00	5,000.00
99997	10/29/2020	5447	PO-YI LEE O.D. INC	5,000.00	0.00	5,000.00
99998	10/29/2020	5408	LIGHTFOOT. BREANNE NICHOLE DBA	5,000.00	0.00	5,000.00

# CITY OF LAKEWOOD

## SUMMARY CHECK REGISTER

CHECK #	CHECK DATE	VEND #	VENDOR NAME	GROSS	DISC.	CHECK AMOUNT
99999	10/29/2020	5503	LITZINGER. MICHELLE CHIROPRACTIC INC	5,000.00	0.00	5,000.00
100000	10/29/2020	5424	LYDIAS NUTS AND BITES	5,000.00	0.00	5,000.00
100001	10/29/2020	5415	MAHMOOD. AMAR DBA WIENERSCHNITZEL #105	5,000.00	0.00	5,000.00
100002	10/29/2020	5463	MARBACH. ERICA DBA CHIROPRACTIC INC	5,000.00	0.00	5,000.00
100003	10/29/2020	5485	MARTINEZ. VICTORIA DBA	5,000.00	0.00	5,000.00
100004	10/29/2020	5433	MDEARS 2 BAKERY AND BISTRO LLC	5,000.00	0.00	5,000.00
100005	10/29/2020	5440	MEN. KIMSREANG DBA STAR DONUTS	5,000.00	0.00	5,000.00
100006	10/29/2020	5452	MERCADO. ELIZABETH DBA ELIZABETH HAIR DES	5,000.00	0.00	5,000.00
100007	10/29/2020	5492	MGK ENTERPRISES INC	5,000.00	0.00	5,000.00
100008	10/29/2020	5457	MILES. JOE DBA KINGSCUT BARBERSHOP	5,000.00	0.00	5,000.00
100009	10/29/2020	5496	MIN. TAE DBA WASABI JAPANESE GRILL	5,000.00	0.00	5,000.00
100010	10/29/2020	5402	NGUYEN. THANH DBA ETHANS VIP NAILS AND SPA	5,000.00	0.00	5,000.00
100011	10/29/2020	5417	NS JAPANESE CUISINE INC	5,000.00	0.00	5,000.00
100012	10/29/2020	5450	OKI JAPAN CA INC	5,000.00	0.00	5,000.00
100013	10/29/2020	5414	OMO. LARRY DBA LAKEWOOD FAMILY CHIROPRA	5,000.00	0.00	5,000.00
100014	10/29/2020	5472	PATZER. RONALD	5,000.00	0.00	5,000.00
100015	10/29/2020	5448	PHENG. THUY DBA IMPE NAILS AND SPA	5,000.00	0.00	5,000.00
100016	10/29/2020	5451	PHY. CHREP DBA CUT N' STYLE INC	5,000.00	0.00	5,000.00
100017	10/29/2020	5401	PIGGIE'S ADOBO TACO BAR	5,000.00	0.00	5,000.00
100018	10/29/2020	5437	PIZZA DEPOT INC	5,000.00	0.00	5,000.00
100019	10/29/2020	5462	POV. VANNA DBA BELLFLOWER DONUTS	5,000.00	0.00	5,000.00
100020	10/29/2020	5491	PUREST ACADEMY FOR KIDS INC	5,000.00	0.00	5,000.00
100021	10/29/2020	5442	RCI ENTERPRISES INC	5,000.00	0.00	5,000.00
100022	10/29/2020	5507	REFRESHED SHOE CLEANER	5,000.00	0.00	5,000.00
100023	10/29/2020	5407	RELENTLESS FITNESS	5,000.00	0.00	5,000.00
100024	10/29/2020	5434	RICHARDSON. WILLIE DBA THE INNERSTRAND SA	5,000.00	0.00	5,000.00
100025	10/29/2020	5498	RIVAS SPORTS INC	5,000.00	0.00	5,000.00
100026	10/29/2020	5467	ROCKHOLD. KIMBERLY DBA GREAT LENGTHS SAL	5,000.00	0.00	5,000.00
100027	10/29/2020	5474	S&A JADE LLC	5,000.00	0.00	5,000.00
100028	10/29/2020	5406	SALON ALLURE	5,000.00	0.00	5,000.00
100029	10/29/2020	5419	SEANS JEWELERS	5,000.00	0.00	5,000.00
100030	10/29/2020	5471	SIYA HOSPITALITY LLC	5,000.00	0.00	5,000.00
100031	10/29/2020	5409	SOHINI VAGHA LLC	5,000.00	0.00	5,000.00
100032	10/29/2020	5410	SPM GROUP CORP	5,000.00	0.00	5,000.00
100033	10/29/2020	5470	STAR HOSPITALITY LLC	5,000.00	0.00	5,000.00
100034	10/29/2020	5506	STRLET HAIR LOUNGE& SKIN CARE	5,000.00	0.00	5,000.00
100035	10/29/2020	5504	STYLES BY KIM	5,000.00	0.00	5,000.00
100036	10/29/2020	5435	SUDSY DOG INC	5,000.00	0.00	5,000.00
100037	10/29/2020	5426	SUN WOOK PAIK DBA DEL AMO CLEANERS	5,000.00	0.00	5,000.00
100038	10/29/2020	5475	SWAN NAILS INC	5,000.00	0.00	5,000.00
100039	10/29/2020	5486	TACOS EL TAPATIO RESTAURANT INC	5,000.00	0.00	5,000.00
100040	10/29/2020	5446	THE NAIL PRO LAKEWOOD INC	5,000.00	0.00	5,000.00
100041	10/29/2020	5464	THE SWEATSHOP GYM	5,000.00	0.00	5,000.00
100042	10/29/2020	5403	TIMELESS PINTS BREWING COMPANY INC	5,000.00	0.00	5,000.00

# CITY OF LAKEWOOD SUMMARY CHECK REGISTER

CHECK #	CHECK DATE	VEND #	VENDOR NAME	GROSS	DISC.	CHECK AMOUNT
100043	10/29/2020	5438	TO. SOFIA DBA FAMILY CUT	5,000.00	0.00	5,000.00
100044	10/29/2020	5429	TRAN. DAISY THAO DBA MODA NAILS AND SPA 3	5,000.00	0.00	5,000.00
100045	10/29/2020	5482	TRAN. TAM DBA ALAKATAM	5,000.00	0.00	5,000.00
100046	10/29/2020	5508	TRANSFORMATION STUDIO	5,000.00	0.00	5,000.00
100047	10/29/2020	5421	UNICORN RESTAURANT CORP	5,000.00	0.00	5,000.00
100048	10/29/2020	193	UTKE. JOSETTE D. DBA STATE FARM INSURANCE	5,000.00	0.00	5,000.00
100049	10/29/2020	5500	VIENG. GINA DBA VOGUE NAIL	5,000.00	0.00	5,000.00
100050	10/29/2020	5441	VO. TRACY DBA NTV LAKEWOOD LLC	5,000.00	0.00	5,000.00
100051	10/29/2020	5505	MICHELLE R WELANDER- HAIRSTYLIST	5,000.00	0.00	5,000.00
100052	10/29/2020	5455	WILD BERRY YOGURT	5,000.00	0.00	5,000.00
100053	10/29/2020	5501	YANG & SUE FOOD INC	5,000.00	0.00	5,000.00
<b>Totals:</b>				<u>1,488,135.33</u>	<u>37.79</u>	<u>1,488,097.54</u>

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

<b>ACH date</b>	<b>Amount</b>	<b>Recipient</b>	<b>Purpose</b>	<b>Period</b>
10/7/20	101,582.35	CalPERS	PERS contribution	Sep 6-19, 2020
10/7/20	95,190.02	IRS via F&M	Fed taxes	Sep 20-Oct 3, 2020
10/8/20	3,888.50	F&A Fed C/U	employee savings account	Sep 20-Oct 3, 2020
10/8/20	6,422.00	Southland C/U	employee savings account	Sep 20-Oct 3, 2020
10/8/20	26,434.68	EDD	State taxes	Sep 20-Oct 3, 2020
10/8/20	101,661.19	CalPERS	PERS Health	Sep 2020
10/13/20	2,009.30	MidAmerica	ARS aka APPLE	Sep 20-Oct 3, 2020
10/13/20	14,133.70	VOYA	VOYA 401(a)	Sep 20-Oct 3, 2020
10/13/20	5,368.33	PARS via U.S. Bank	stackable plan	Sep 20-Oct 3, 2020
10/13/20	3,425.00	PARS via U.S. Bank	excess stackable plan	Sep 20-Oct 3, 2020
10/13/20	24,112.70	VOYA	VOYA 457 & ROTH	Sep 20-Oct 3, 2020
10/15/20	2,598.00	LEF	sponsorship & donations	Oct 2020
10/20/20	100,548.98	CalPERS	PERS contribution	Sep 20-Oct 3, 2020
10/21/20	97,471.72	IRS via F&M	Fed taxes	Oct 4-17, 2020
10/22/20	3,888.50	F&A Fed C/U	employee savings account	Oct 4-17, 2020
10/22/20	6,422.00	Southland C/U	employee savings account	Oct 4-17, 2020
10/22/20	26,971.32	EDD	State taxes	Oct 4-17, 2020
10/23/20	59,984.26	City Light & Power	monthly maint fee	Oct 2020
10/23/20	2,066.73	MidAmerica	ARS aka APPLE	Oct 4-17, 2020
10/23/20	19,230.80	VOYA	VOYA 401(a)	Oct 4-17, 2020
10/23/20	9,053.23	PARS via U.S. Bank	stackable plan	Oct 4-17, 2020
10/23/20	24,112.70	VOYA	VOYA 457 & ROTH	Oct 4-17, 2020
10/30/20	102,956.41	CalPERS	PERS contribution	Oct 4-17, 2020
10/30/20	101,311.66	CalPERS	PERS Health	Oct 2020

Council Approval

\_\_\_\_\_  
Date

\_\_\_\_\_  
City Manager

Attest:

\_\_\_\_\_  
City Clerk

\_\_\_\_\_  
Director of Finance & Administrative Services

**CITY OF LAKEWOOD  
FUND SUMMARY 11/5/2020**

In accordance with section 2521 of the Lakewood Municipal Code there is presented herewith a summary of obligations to be paid by voucher 100054 through 100136. Each of the following demands has been audited by the Director of Administrative Services and approved by the City Manager.

1010	GENERAL FUND	228,664.30
1020	CABLE TV	738.40
1030	CDBG CURRENT YEAR	4,849.58
1050	COMMUNITY FACILITY	1,140.00
3001	CAPITAL IMPROV PROJECT FUND	160,407.40
3060	PROPOSITION "A"	3,976.89
3070	PROPOSITION "C"	119.98
5010	GRAPHICS AND COPY CENTER	60.00
5020	CENTRAL STORES	986.55
5030	FLEET MAINTENANCE	10,408.04
7500	WATER UTILITY FUND	101,038.13
8030	TRUST DEPOSIT	850.00
		<hr/>
		<b>513,239.27</b>

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
100054	11/05/2020	61142	ADAMS-HILLERY SHARRON	3,224.58	0.00	3,224.58
100055	11/05/2020	4551	ACCOUNTING PRINCIPALS. INC	5,439.21	0.00	5,439.21
100056	11/05/2020	2550	AMERICAN PLANNING ASSOC	672.00	0.00	672.00
100057	11/05/2020	5322	N. HARRIS COMPUTER CORPORATION	55,284.00	0.00	55,284.00
100058	11/05/2020	5158	BANNER BANK	8,020.37	0.00	8,020.37
100059	11/05/2020	1813	BIOMETRICS4ALL INC	4.50	0.00	4.50
100060	11/05/2020	62737	BOYES. GOBIND	26.00	0.00	26.00
100061	11/05/2020	307	CALIF. STATE DISBURSEMENT UNIT	405.80	0.00	405.80
100062	11/05/2020	4978	CALIFORNIA FOUNDATION FOR THE	52.65	0.00	52.65
100063	11/05/2020	62164	CARD INTEGRATORS CORP	71.30	0.00	71.30
100064	11/05/2020	43135	CERRITOS. CITY OF	50,421.80	0.00	50,421.80
100065	11/05/2020	45894	CINTAS CORPORATION	60.51	0.00	60.51
100066	11/05/2020	64932	CJ CONCRETE CONSTRUCTION INC	100,870.00	0.00	100,870.00
100067	11/05/2020	53451	COMMUNITY FAMILY GUIDANCE CTR	750.00	0.00	750.00
100068	11/05/2020	4498	DELTA DENTAL INSURANCE COMPANY	929.52	0.00	929.52
100069	11/05/2020	56889	DELTA DENTAL OF CALIFORNIA	7,800.58	0.00	7,800.58
100070	11/05/2020	4680	DIAZ. ISABELLE	231.36	0.00	231.36
100071	11/05/2020	3213	DIRECTV INC	35.00	0.00	35.00
100072	11/05/2020	4660	ZW USA INC.	301.54	0.00	301.54
100073	11/05/2020	66217	MAGNASYNC-MOVIOLA CORP	23.43	0.00	23.43
100074	11/05/2020	5182	FRED ALLEN ENTERPRISES. INC.	2,951.52	0.00	2,951.52
100075	11/05/2020	5343	GALLS PARENT HOLDINGS. LLC	240.98	0.00	240.98
100076	11/05/2020	5220	GARCIA. CRYSTAL	150.00	0.00	150.00
100077	11/05/2020	5304	GDL BEST CONTRACTORS. INC.	24,286.11	0.00	24,286.11
100078	11/05/2020	64215	GOLD COAST AWARDS INC	40.99	0.00	40.99
100079	11/05/2020	5272	GREENE BACKFLOW	724.00	0.00	724.00
100080	11/05/2020	38311	H & H NURSERY	59.92	0.00	59.92
100081	11/05/2020	35477	HARA M LAWNMOWER CENTER	153.30	0.00	153.30
100082	11/05/2020	4622	JHM SUPPLY INC	1,970.96	0.00	1,970.96
100083	11/05/2020	5512	CHAREST-BERTRAM. RACHEL IRENE	350.00	0.00	350.00
100084	11/05/2020	64510	KRAUSE. DIANN	249.66	0.00	249.66
100085	11/05/2020	18300	LAKEWOOD CHAMBER OF COMMERCE	1,000.00	0.00	1,000.00
100086	11/05/2020	53311	LAKEWOOD MEALS ON WHEELS	875.00	0.00	875.00
100087	11/05/2020	18550	LAKEWOOD. CITY OF	100.00	0.00	100.00
100088	11/05/2020	20700	LONG BEACH PUBLIC TRANSPORTATION CO	3,976.89	0.00	3,976.89
100089	11/05/2020	45069	LOS ANGELES CO/DEPT PW BLDG SVCS	30,153.80	0.00	30,153.80
100090	11/05/2020	63809	MACAULAY. CHRISTINA	150.00	0.00	150.00
100091	11/05/2020	4409	MALLORY SAFETY AND SUPPLY LLC	66.35	0.00	66.35
100092	11/05/2020	58414	MANAGED HEALTH NETWORK	346.94	0.00	346.94
100093	11/05/2020	4887	MATHESON TRI-GAS. INC.	89.29	0.00	89.29
100094	11/05/2020	66339	MC ENROE. BARBARA	227.50	0.00	227.50
100095	11/05/2020	62741	MITCHELL REPAIR INFORMATION CO LLC	2,640.00	0.00	2,640.00
100096	11/05/2020	4190	NATIONAL UNION FIRE INSURANCE CO	527.38	0.00	527.38
100097	11/05/2020	4892	NESTLE WATERS NORTH AMERICA	165.13	0.00	165.13

# CITY OF LAKEWOOD SUMMARY CHECK REGISTER

CHECK #	CHECK DATE	VEND #	VENDOR NAME	GROSS	DISC.	CHECK AMOUNT
100098	11/05/2020	4443	O'REILLY AUTOMOTIVE STORES INC	1,239.76	0.00	1,239.76
100099	11/05/2020	47554	OFFICE DEPOT BUSINESS SVCS	136.81	0.00	136.81
100100	11/05/2020	63708	DY-JO CORPORATION	1,140.00	0.00	1,140.00
100101	11/05/2020	51171	PERS LONG TERM CARE PROGRAM	70.64	0.00	70.64
100102	11/05/2020	4371	ORDWAY CORPORATION	60.00	0.00	60.00
100103	11/05/2020	4829	MARTINEZ-RADZIUK. SONYA	125.00	0.00	125.00
100104	11/05/2020	63364	REEVES NORM HONDA	212.46	0.00	212.46
100105	11/05/2020	41691	SAFETY-KLEEN CORP	1,698.87	0.00	1,698.87
100106	11/05/2020	5197	SIGNAL HILL AUTO ENTERPRISES INC.	284.70	0.00	284.70
100107	11/05/2020	52279	SMART & FINAL INC	112.93	0.00	112.93
100108	11/05/2020	36658	SOUTH COAST A.O.M.D.	1,114.84	0.00	1,114.84
100109	11/05/2020	29400	SOUTHERN CALIFORNIA EDISON CO	3,264.06	0.00	3,264.06
100110	11/05/2020	29450	SOUTHERN CALIFORNIA EDISON	275.00	0.00	275.00
100111	11/05/2020	4026	SPASEFF TED C	75.00	0.00	75.00
100112	11/05/2020	4972	CHARTER COMMUNICATIONS HOLDINGS. LLC	4,114.42	0.00	4,114.42
100113	11/05/2020	37930	STANDARD INSURANCE CO UNIT 22	2,210.85	0.00	2,210.85
100114	11/05/2020	37930	STANDARD INSURANCE CO UNIT 22	8,904.73	0.00	8,904.73
100115	11/05/2020	5128	SUKUT CONSTRUCTION. LLC	152,387.03	0.00	152,387.03
100116	11/05/2020	52610	SWANK MOTION PICTURES INC	1,330.00	0.00	1,330.00
100117	11/05/2020	5396	TEETS. JEFFREY	468.00	0.00	468.00
100118	11/05/2020	5278	THE TECHNOLOGY DEPOT	4,701.86	0.00	4,701.86
100119	11/05/2020	2533	TNEMEC COMPANY INC.	111.68	0.00	111.68
100120	11/05/2020	3110	TORRES LOPEZ JAVIER	193.00	0.00	193.00
100121	11/05/2020	4873	TRANSAMERICA LIFE INSURANCE COMPANY	1,771.79	0.00	1,771.79
100122	11/05/2020	35089	UNDERGROUND SERVICE ALERT	156.85	0.00	156.85
100123	11/05/2020	5284	UNIFIRST CORPORATION	22.94	0.00	22.94
100124	11/05/2020	49848	USA BLUE BOOK A DIVISION OF	262.92	0.00	262.92
100125	11/05/2020	64652	CELLCO PARTNERSHIP	566.69	0.00	566.69
100126	11/05/2020	57135	VISION SERVICE PLAN	4,417.43	0.00	4,417.43
100127	11/05/2020	3943	WATERLINE TECHNOLOGIES INC	495.03	0.00	495.03
100128	11/05/2020	1939	WAYNE HARMEIER INC	147.83	0.00	147.83
100129	11/05/2020	40925	WEST COAST ARBORISTS INC	13,909.00	0.00	13,909.00
100130	11/05/2020	3699	CHAIDEZ. TIMOTHY	122.28	0.00	122.28
100131	11/05/2020	3699	RAMOS. KEO I.	250.00	0.00	250.00
100132	11/05/2020	3699	ROJAS. ISABELLA AMAYA	250.00	0.00	250.00
100133	11/05/2020	3699	ROLDAN. KRISTIE LYNN	5.00	0.00	5.00
100134	11/05/2020	3699	SANTANA-DELGADO. ADRIANA	250.00	0.00	250.00
100135	11/05/2020	3699	SOON. JANE	20.00	0.00	20.00
100136	11/05/2020	3699	WILLIAMS. KRISTI	240.00	0.00	240.00
<b>Totals:</b>				<u>513,239.27</u>	<u>0.00</u>	<u>513,239.27</u>

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

## **COUNCIL AGENDA**

November 10, 2020

**TO:** The Honorable Mayor and City Council

**SUBJECT:** Report of City Council Committees' Activities

### **INTRODUCTION**

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

### **STATEMENT OF FACT**

**On October 8, 2020, the Public Safety Committee met and discussed:**

#### Me-n-Ed's Pizzeria Entertainment Permit

Me-N-Ed's Pizzeria recently had a change of ownership and was reapplying for their entertainment permit, since the municipal code (LMC) did not allow a transfer of the permit to the new owner. Staff recommended that the License and Permit Hearing Board approve an entertainment permit to Epic Compas LLC for Me-N-Ed's Pizzeria for the times, dates, and manner requested in their application. The Committee approved staff's recommendations.

Staff recognized Administrative Secretary Theresa Gutierrez who was in attendance and would be retiring soon, after nearly 20 years of service for the City of Lakewood. Committee members expressed their appreciation for her service, noting that Lakewood was a better community for her service and dedication.

#### Crime Trends and Statistics

LASD Personnel reviewed a crime map, which displayed the locations and amounts of Part 1 crime occurrences for the month of August. Staff noted that the map provided great comparative data and visualizations that could help show patterns in crime. LASD Personnel reported that Part 1 crimes were down overall for the period from January to August of this year compared to the same time frame last year. It was noted that there were spikes in grand theft autos (GTAs) and aggravated assaults. LASD will monitor incidents to try to find patterns.

LASD Personnel reported that Part 1 crimes at Lakewood Mall from January to August were down more than 30% overall for the same time frame last year. There were slight increases in aggravated assaults and GTAs at the mall and deputies, which LASD will monitor and assess going forward. LASD Personnel presented the review of Part 1 crimes at Lakewood and Cerritos Malls in 2019, noting that Lakewood had a 23.21 crimes per million visitors rate compared to Cerritos' 32.60 crimes per million visitors. Lakewood had 15.6 million visitors in 2019, while Cerritos had 10 million visitors.

## Council Committees' Activities

November 10, 2020

Page 2

LASD Personnel shared information regarding incidents that led to several arrests including a GTA and domestic issue. The Committee complimented the great work of LASD and thanked staff and LASD personnel for the new visual aids and presentation of data, which helps better explain the crime statistics. The Committee also requested that all of the City Council receive any relevant information from the Lakewood Station Watch Commander summary on a daily basis so that they would be briefed on questions that might come from residents.

### Abatement Deputy Update

The Abatement Deputy gave a report on homeless matters throughout the city, which included numerous contacts and offerings of assistance, various clean-ups, clearing vegetation to prevent encampments, pending fence repairs by the Department of Water and Power, and the housing of two homeless individuals. The Committee thanked the Abatement Deputy for his hard work. City staff thanked the Abatement Deputy for his great work with the Union Pacific encampment clean-up and noted that a letter of agency was received to enable the city and LASD to enter and clean-up an area overseen by Union Pacific when necessary. The Committee expressed their full support to the Abatement Deputy and informed him that the City Council and city were willing to provide tools to help him with his work.

### Public Outreach

The Public Information Office was working to highlight holiday safety, including pet safety and Public Health guidelines that impact city events. National Night Out and National Preparedness Month were widely publicized. In the coming months, staff will publicize the increased activity in Public Safety based on the new city budget, along with the new department logo and outreach efforts. Holiday season safety stories would also be published soon.

### Community Dialogue Update

Staff reported that the Community Dialogue Town Hall meetings and Weekend of Dialogue congregation visits by Mayor Rogers and Council Member Stuckey were well received. These efforts will be featured in an upcoming Mayor video. Staff is working to summarize and organize the notes from the Town Halls, congregation visits, and written submissions from the community for the City Council. From there, staff will make recommendations for moving forward and seeking input from the public. The Committee expressed their appreciation for all of the updates and information they received throughout this process.

### Award of Valor Review

Staff noted that a resident encouraged the formation of a "Bridge Builder Award," which was also a suggestion of staff. It could be awarded to individuals, organizations, or programs that promote racial harmony, good will between various groups and or help build a sense of community amongst individuals and groups of any type in Lakewood, the latter of which is meant to provide for a flexibility in future year recipients such that the award is not just limited to building bridges between racial groups. In the future, staff could ask for nominations from community groups for the "Bridge Builder Award." Staff added that criteria for the award would be created and would include an overall law enforcement connection through promoting a safe community and strengthening ties amongst residents. The Committee requested that creating a

sense of wellbeing be included in the award criteria as well. Chairman Rogers noted that some people currently had the perception of being unsafe and underserved in regards to public safety and noted that community building could help mitigate those feelings and ensure that Lakewood was a welcoming and safe community for all.

Staff reported updated modifications to the annual Award of Valor event due to COVID-19. Award recipients would arrive, park in lot behind The Centre, and have three stops: check in, receive their awards, and then be interviewed by CityTV for the event's video. Staff was putting together time slots for honoree group arrivals and had a contingency plan to move the event safely inside of The Centre in case of rain. Honorees would be discouraged from bringing guests to the event since it would move along quickly and invite letters to honorees would note that there would be a video and photographs available from the event to share with their loved ones at a later time.

#### Public Safety Department Update

Staff introduced and welcomed Elizabeth Loera, the new Administrative Secretary. Two of the new Community Services Officers will begin work in the field soon and the recruitment process for the new Public Safety Supervisor position was approaching the interview phase.

Virtual Coffee with a Deputy, and Neighborhood Watch Quarterly Seminar events would be the final special events of the year. Most virtual Public Safety events had been videoed for people to watch after the fact and staff was working to make future events interactive for participants.

Public Safety staff thanked Public Information staff for their partnership in promoting National Preparedness Month in new and additional ways this year and noted that lots of great feedback was received. Staff reported that the Los Angeles County Department of Public Health was informing cities about medical points of distribution (MPODS) that could be used to provide flu shots to residents and potentially become sites for COVID-19 vaccinations, when a vaccine becomes available.

#### Use of Force Policies

Staff was preparing for the community engagement phase of the Mayor's Pledge and proposed an eMag and LCN article requesting feedback on LASD's use of force policy. The article would include a link to the policy and request input, experiences in Lakewood, and recommendations related to the policy. The community would have until November 9 to respond, after which the Committee would review the feedback, decide what recommendations to make to LASD and report back to the community. The Committee approved staff's plan, noting the importance of clarifying with the public that while the city may be making recommendations to LASD, the authority to make changes to the policy lies with LASD and the County. The Committee also requested that the City Council receive notification when the articles are ready and before they get delivered to residents.

Follow-Up Items


Staff presented the Committee with a handout detailing Measure J, which would be on the ballot for the November 3 election.

Miscellaneous

Committee Member Wood stated that he was seeing illegal vendors throughout the city and staff noted that they would remind field staff to report illegal vendors and any other service request occurrences that they see when working out in the community. Staff also noted that Community Services Officers were monitoring busy intersections to look out for illegal vendors.

**RECOMMENDATION**

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

A handwritten signature in black ink, appearing to read 'Thaddeus McCormack', with a long horizontal flourish extending to the right.

Thaddeus McCormack  
City Manager

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

**COUNCIL AGENDA**

November 10, 2020

**TO:** The Honorable Mayor and City Council**SUBJECT:** Monthly Report of Investment Transactions – October 2020**INTRODUCTION**

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

**STATEMENT OF MONTHLY ACTIVITY**

<u>Date</u>	<u>Amount at Cost</u>	<u>Investment</u>	<u>Transaction</u>
10/01/2020	2,953.13	CORP	Interest 3.375%
10/01/2020	2.43	MMF	Interest
10/12/2020	10,875.00	AGENCY	Interest 3.000%
10/13/2020	147.50	CORP	Interest 2.950%
10/13/2020	900,000.00	LAIF	Maturity
10/14/2020	1,458.61	AGENCY	Interest 0.500%
10/15/2020	51.33	ABS	Interest 0.440%
10/15/2020	1,503.50	ABS	Interest 1.720%
10/15/2020	8,593.75	TREAS	Interest 1.375%
10/15/2020	26.89	ABS	Interest 0.400%
10/15/2020	34.38	ABS	Interest 0.550%
10/15/2020	20.07	ABS	Interest 0.430%
10/15/2020	433.13	ABS	Interest 1.890%
10/15/2020	30,101.19	LAIF	Interest
10/18/2020	32.22	ABS	Interest 0.370%
10/18/2020	4,218.75	CORP	Interest 2.250%
10/19/2020	5,446.88	SUPRA	Interest 2.625%
10/20/2020	1,471.88	AGENCY	Interest 0.375%
10/20/2020	24.94	ABS	Interest 0.450%
10/20/2020	78.33	ABS	Interest 0.470%
10/21/2020	94,979.09	ABS	Purchase 0.500%
10/22/2020	2,085.94	AGENCY	Interest 0.625%
10/24/2020	682.50	CORP	Interest 2.100%
10/25/2020	334.18	AGENCY	Interest 3.560%
10/25/2020	132.55	AGENCY	Interest 3.203%
10/25/2020	32.00	ABS	Interest 0.480%
10/25/2020	6,009.59	AGENCY	Paydown 3.560%
10/25/2020	87.78	AGENCY	Paydown 3.203%

<u>Date</u>	<u>Amount at Cost</u>	<u>Investment</u>	<u>Transaction</u>
10/30/2020	155,563.33	CORP	Sell <sup>2.900%</sup>
10/30/2020	195,000.00	CORP	Purchase <sup>0.776%</sup>
10/31/2020	12,000.00	TREAS	Interest <sup>2.000%</sup>
10/31/2020	3,000.00	TREAS	Interest <sup>1.500%</sup>
10/31/2020	7,031.25	TREAS	Interest <sup>1.875%</sup>

## INVESTMENT GLOSSARY

### **ABS (Asset-Backed Securities)**

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

### **AGENCY (U.S. Government Agency Issues)**

Federal agency or United States government-sponsored enterprise obligations, participations, or other instruments, including those issued by or fully guaranteed as to principal and interest by federal agencies or United States government-sponsored enterprises. There are no portfolio percentage limits for U. S. Government Agency issues.

### **BOND (Municipal Bonds or Note)**

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

### **CAMP (California Asset Management Program)**

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

### **CD (Certificate of Deposit)**

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

### **COM (Commercial Paper)**

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

### **CORP (Corporate Notes)**

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

**FNMA (Federal National Mortgage Association)**

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

**LAIF (Local Agency Investment Fund, State of California)**

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

**MMF (Money Market Fund)**

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

**SUPRA (Supra-National Agency Bonds or Notes)**

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

**TREAS (U.S. Treasury Notes)**

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

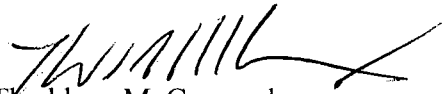
**RECOMMENDATION**

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



Jose Gomez

Director of Finance & Administrative Services



Thaddeus McCormack

City Manager

# DIVIDER SHEET

RESOLUTION NO. 2020-58

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF  
LAKEWOOD EXTENDING A LOCAL EMERGENCY DUE TO THE  
COVID-19 VIRUS.

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

SECTION 1. On March 24, 2020, the City Council adopted Resolution No. 2020-5, ratifying a Proclamation of a Local Emergency that the City Manager, acting in his capacity as the City's Director of Emergency Services, had issued on March 17, 2020, due to the COVID-19 virus. On May 12, 2020, the City Council adopted Resolution No. 2020-14, extending such Local Emergency. On June 23, 2020, the City Council adopted Resolution No. 2020-35, extending such Local Emergency. On July 28, 2020, the City Council adopted Resolution No. 2020-37, extending such Local Emergency. On September 22, 2020, the City Council adopted Resolution No. 2020-52, extending such Local Emergency. The City Council hereby extends such Local Emergency, on the same terms and conditions.

SECTION 2. The Local Emergency shall remain in effect until terminated by the City Council. The City Council shall review the need for continuing the Local Emergency at least once every 60 days until the City Council terminates the Local Emergency, as required by section 8630 of the California Government Code.

SECTION 3. 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 10TH DAY OF NOVEMBER, 2020.

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Mayor

ATTEST:

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City Clerk

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

## **COUNCIL AGENDA**

November 10, 2020

**TO:** The Honorable Mayor and City Council

**SUBJECT:** Purchase of a 2021 Chevrolet Silverado C3500 with Dump Body

### **INTRODUCTION**

The FY 2020-21 Adopted Budget includes an appropriation of \$58,000 for the replacement of a service truck in the Recreation & Community Services' Environmental Resources Division (RCS-ERD). The proposed truck, to be outfitted with a dump body, would replace Unit #231.

Unit #231 is a 25-year old stake bed truck with over 183,000 miles. It has exceeded its useful life with a significant cost for needed repairs relative to its current value. If the purchase is approved, Unit #231 will be sold via auction after the replacement vehicle is received.

### **STATEMENT OF FACT**

The Purchasing Officer solicited bids for a 2021 Chevrolet Silverado C3500 Regular Cab with dump body based on specifications provided by the City's Fleet Manager and RCS-ERD. Staff posted the required legal advertisement notices and distributed the bid packages to five potential bidders.

On November 2, 2020, the Purchasing Officer, in the presence of the City Clerk, opened one sealed response received. Subsequently, the Purchasing Officer and Fleet Manager reviewed the bid to confirm that bid specifications had been successfully met and that the bid total was accurate.

Following is a summary of dealers invited to the formal bid process, with the lone bid including sales tax and all other fees and charges:

1. Penske Chevrolet	\$62,066.85
2. George Chevrolet	No bid
3. Harbor Chevrolet	No bid
4. Paradise Chevrolet	No bid
5. Rotolo Chevrolet	No bid

Penske Chevrolet of Cerritos provided a responsible and responsive bid meeting the needed specifications. Penske Chevrolet was also selected as the lowest bidder for the purchase of a dump truck for the Water Resources Department in December 2019.

Staff reached out to the various dealers who did not submit a bid. There were various reasons for their lack of participation. One dealer was not agreeable to the penalty clause for an unreasonable delay in delivery of the vehicle. Another dealer forgot to submit a bid. One simply never replied to staff's emails and phone messages.

Given the \$58,000 budget, the recommended purchase requires an additional appropriation of \$4,066.85 from the City's General Fund to cover the \$62,066.85 bid amount. The current budget for the purchase was based on a dealer estimate provided earlier in the year.

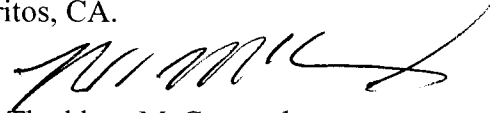
**STAFF RECOMMENDATION**

It is recommended that the City Council authorize the appropriation of \$4,066.85 from the General Fund and purchase of a 2021 Chevrolet Silverado C3500 Regular Cab with dump body in the amount of \$62,066.85 from Penske Chevrolet of Cerritos, CA.



Jose Gomez

Director of Finance and Administrative Services



Thaddeus McCormack

City Manager

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

## **COUNCIL AGENDA**

November 10, 2020

**TO:** The Honorable Mayor and City Council

**SUBJECT:** Refresh Youth Center Rental Agreement for Offices at the Burns Community Center

### **INTRODUCTION**

At the direction of the Park Development Committee, Recreation and Community Services staff was tasked with securing new tenants for vacant spaces located on the second story of the Burns Community Center.

### **STATEMENT OF FACT**

The organization, Refresh Youth Center, a non-profit agency that mentors teens in the Lakewood community, would like to renew the rental agreement with the City of Lakewood to rent two offices at Burns Community Center, totaling 344 sq. ft. of space.

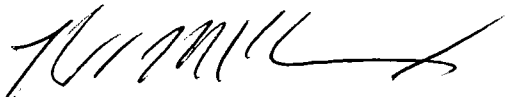
Refresh Youth Center is a non-profit community organization which seeks to improve local communities within Los Angeles County through mentoring, youth seminars, and community outreach programs. The goal of their program is to prepare children with instruction and motivation to pass any test in life, by fostering a relationship with students that struggle to overcome adversity. This is accomplished through academic achievement, character building, healthy behavior applications, physical fitness, socialization, and career exploration. This mission is accomplished by meeting within the office, off site, and also in group settings. Refresh Youth Center holds office hours Monday through Friday, 8:30 a.m. - 6:30 p.m., with 4-hour workshops offered on occasional Saturdays, which is congruent with the hours of facility supervision at the Burns Community Center. Refresh Youth Center began its operation in 2009, assisting teens in the Compton Unified School District. Refresh moved to Lakewood in 2016 and began assisting students at Hoover Middle School in February 2020. They currently serve about five clients per day in the office, host a book club of 15-20 girls once per week, and offer various seminars, workshops, and outreach programs throughout the community.

Refresh Youth Center has been a successful tenant at the Burns Community Center for the past year. Primarily early in the year, the organization provided several outreach opportunities for youth, while working closely with RCS staff to provide fund raising opportunities and public relations campaigns to promote Refresh Youth Center in the Lakewood community. The programs offered by Refresh are commensurate with the mission of the facility in meeting community needs through human service programs, and although the COVID-19 pandemic is still a roadblock, the executive director intends to broaden the reach of Refresh to other schools in the Lakewood area.

**RECOMMENDATION**

Upon approval of the City Attorney as to form, it is staff's recommendation that the City Council authorize the Mayor to sign the Rental Agreement for Offices at the Burns Community Center with Refresh Youth Center.

Valarie Frost, Director   
Recreation and Community Services

  
Thaddeus McCormack  
City Manager

**CITY OF LAKEWOOD  
RENTAL AGREEMENT FOR  
OFFICES AT THE BURNS COMMUNITY CENTER**

This Agreement, made and entered into this 10th day of November, 2020, by and between City of Lakewood, a municipal corporation, hereinafter referred to as "City" and Refresh Youth Center, a California 501(C)(3) non-profit organization, hereinafter referred to as "Tenant."

**WITNESSETH:**

WHEREAS, the Park Development Committee did on October 29, 2019, recommend the execution of a rental Agreement for space on the second floor of the Burns Community Center, located at 5510 Clark Avenue, Lakewood, California 90712, hereinafter referred to as "Premises" for the operation of a teen mentoring organization by Tenant; and

WHEREAS, Tenant is a non-profit enterprise; and

WHEREAS, Tenant will occupy Premises to perform programs and services such as mentoring, character building, academic achievement, healthy behavior applications, physical fitness, and career exploration for teens; and

WHEREAS, Tenant has agreed to pay for the occupancy of Premises the reasonable value thereof;

NOW, THEREFORE, CITY AND TENANT AGREE AS FOLLOWS:

1. City does hereby grant to Tenant the exclusive right and privilege to use and occupy Premises for a one (1) year term commencing December 1, 2020 and terminating November 30, 2021, subject to all the terms, provisions and conditions of this Agreement.
2. The square footage of the applicable Premises is three hundred, forty four (344) square feet as depicted in Exhibit A and City does hereby find and determine that the Fair Market rental value of Premises is \$2.25 per square foot. Tenant shall pay the appropriate rent of \$774.00 per month to City for the use of Premises by the 1<sup>st</sup> day of each calendar month in which Tenant maintains occupancy during the term of this Agreement. Rental payments for any portion of a month shall be prorated accordingly. Should Tenant fail to pay the amount due on or before the 1<sup>st</sup> day of the month, Tenant agrees to pay, in addition, interest on the amount due at the rate of twelve percent (12%) per annum, or the maximum legal rate, whichever is less.

Rent shall be delivered to:

City of Lakewood  
Attention: Director of Recreation and Community Services  
5050 Clark Avenue, Lakewood, CA 90712

3. Tenant shall not operate earlier than 7 a.m. and not later than 6:30 p.m. Monday through Friday. Tenant may offer workshops and seminars for a limited number of hours on pre-arranged Saturdays by coordinating with City and securing a Facility Use Permit for said Saturdays.
4. Tenant shall maintain on Premises complete and accurate books and records of daily attendance open to inspection by City at all reasonable times except as prohibited by patient privacy laws.
5. Tenant shall provide all personnel, supplies and equipment necessary for the purpose of conducting its program, and Tenant shall observe and comply with all applicable rules, regulations and laws now in effect or which may be enacted during the continuation of this Agreement by City, Los Angeles County, State of California, and the Federal Government.
6. Premises shall be used only for program purposes of Tenant, and shall not be used for any other services or activities that are not of a community nature or of general public benefit. Tenant shall not sublet Premises, or any portion thereof, to anyone, and Tenant shall not assign any of its responsibilities pursuant to this Agreement without the prior, written consent of City.
7. Tenant shall indemnify, protect, defend and hold harmless City, its elected or appointed officers, agents, officials, employees, and volunteers from and against any and all losses, liabilities, damages, costs and expenses, including reasonable attorneys' fees and costs to the extent same are caused by any negligent or wrongful act, error or omission of Tenant, Tenant's employees, volunteers, invitees, customers, guests, agents, subcontractors, or contractors operating in the performance of professional services under Tenant.
8. Tenant certifies that it is aware of the provisions of the Labor Code of the State of California, which require every employer to be insured against liability for workers compensation or to undertake self-insurance in accordance with the provisions of that code, and it certifies that it will comply with such provisions before commencing the performance of the work of this Agreement.
9. Tenant shall, at all times during the term of this Agreement, maintain and keep in full force and effect, the following policies of insurance with minimum limits as indicated below and issued by insurers with A.M. Best ratings of no less than A-: VI:
  - Commercial General Liability Insurance using Insurance Services Office "Commercial General Liability" policy form CG 00 01 or the exact equivalent. Defense costs must be paid in addition to limits. There shall be no cross liability exclusion for claims or suits by one insured against another. Limits shall be no less than \$1,000,000.00 per occurrence for all covered losses and no less than \$3,000,000.00 general aggregate.

- Workers Compensation Insurance on a state-approved policy form providing statutory benefits as required by law with employer's liability limits no less than \$1,000,000.00 per accident for all covered losses.

All insurance required by this section shall apply on a primary basis. Tenant agrees that it will not cancel or reduce said insurance coverage during the term of Agreement.

Tenant agrees that if it does not keep aforesaid insurance in full force and effect City may immediately terminate this Agreement.

10. Tenant shall at all times be responsible for the planning and operation of the program and City's participation therein is only that of landlord as herein provided. City shall not be responsible for any costs and charges incurred in the conducting of said program when due and owing.
11. No person employed by Tenant in the performance of the program shall be deemed a City employee.
12. This Agreement is subject to the following conditions and that this Agreement may be terminated by City if any of said conditions should be breached:
  - a. Although Premises shall be under the exclusive occupancy of Tenant, City reserves through the Director of Recreation and Community Services, in whom is vested over-all supervision of the use of said Premises, or any agent or employee thereof, the right to enter said Premises, or any agent or employee thereof, the right to enter said Premises at any time for the purpose of ascertaining compliance with the terms and provisions of this Agreement. City also reserves the right to enter Premises for necessary maintenance and repair of building equipment and systems and for any security reasons.
  - b. The use of Premises and the program conducted therein shall be nondiscriminatory on the ground of race, color, religion, sex, sexual orientation, gender identity or expression, age, disability, marital status, citizenship, national origin, genetic information, or any other characteristic protected by law
  - c. Tenant shall comply with or cause to be complied with any rules and regulations promulgated by City with respect to the maximum occupancy of Premises. Any such rules shall be kept posted at all times on Premises.
  - d. Tenant acknowledges responsibility to see that said rules and regulations are complied with by Tenant's employees, volunteers, invitees, customers, guests, agents, subcontractors, or contractors operating in the performance of professional services under Tenant.
  - e. No alteration, addition, sign, structure, or fixture shall be made or placed in or on the interior or exterior of said Premises without the prior, written consent of City. Any alteration or addition installed or constructed by Tenant with the

consent of City shall be the sole responsibility and charge of Tenant. Tenant shall protect the building and Premises from any lien or charge whatsoever by reason of said alteration or improvement or addition. All alterations or additions or improvements shall be in accordance with the rules and regulations imposed by City. Tenant shall pay and discharge all liens and obligations of any kind or nature which shall be attached to or be imposed upon said Premises when created or incurred by Tenant.

13. City shall provide ground maintenance services and custodial maintenance services as set forth in City's Custodial Maintenance Specifications, Exhibit B. Should additional contract custodial maintenance services be retained by Tenant, City must approve the contractor. City agrees to maintain Premises at the same level and standard as it maintains the remainder of the Burns Community Center as detailed in Exhibit B. Tenant, however, covenants and agrees to keep said Premises in a reasonably clean and satisfactory condition and not to deposit or accumulate on said Premises any unreasonable accumulation of garbage, trash, waste, refuse, or other debris.
14. City shall provide utility services, including water, gas and electrical. Tenant shall pay for telephone and other electronic services for computer or cable systems necessary for Tenant. Any changes, alterations or improvements to Premises required for computer or cable systems must be approved by City prior to installation.
15. Nothing herein contained shall be construed as giving Tenant any right, title or interest in City's land, building or equipment or fixtures located therein, including any partitions, fixtures, furniture or other equipment installed or provided by City.
16. Fixed improvements installed by Tenant shall belong to City and may not be removed by Tenant. City shall replace, repair and maintain all fixed improvements. "Fixed improvements" are identified as construction or installation of equipment that is permanent and remains on Premises if Agreement is terminated.
17. Upon termination of this Agreement, Tenant shall vacate and restore Premises, fixtures, furniture and other equipment installed or provided by City to Tenant as part of said Premises, to the same condition they were in upon occupancy by Tenant on December 1, 2019, except where directed otherwise by City, reasonable wear and tear excepted.
18. Tenant shall have reasonable and necessary right of access to said Premises and said right of access shall include the right to use the doors, hallways and grounds, restrooms and elevator serving Premises. Nothing, however, herein contained shall be deemed to give or grant to Tenant the right or privilege to occupy any other portion of the Burns Community Center or the right to use any other portion of the Burns Community Center other than those portions of the Burns Community Center building and grounds necessary for the purpose of parking, ingress and egress and appurtenant to the occupancy of Premises.
19. In the event of any breach of any material term of this Agreement by either party, the other party may give written notice of intent to terminate, and may terminate this



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

## COUNCIL AGENDA

November 10, 2020

**TO:** The Honorable Mayor and City Council

**SUBJECT:** Appropriation for Facilities Maintenance Annual Projects

### INTRODUCTION

For many years, an appropriation was included within the Capital Improvement Program for modest small projects that have allowed staff to address urgent needs within our facilities. These appropriations were for three general areas: Park Hardscape, Fire and Security Improvements, and Fence Improvements.

### STATEMENT OF FACT

Annually, the staffs of the Public Works and Recreation and Community Services department, work together to identify the most pressing needs for our facilities in the areas of hardscape repair, fire and security, and fencing. The amounts traditionally appropriated are as follows: hardscape repair (\$50,000), fire and security (\$25,000), and fencing (\$25,000). Since these are capital projects, the unexpended balances in these projects roll forward into the new fiscal year. The funds come from the reserve for Capital Improvements.

For Park Hardscape, in the past staff has used the funds to repair or replace park walkways, patio slabs, picnic area slabs, driveways, and trash enclosure slabs. Typically, staff attempts to address as many of the needs in a park as possible. This modest expenditure helps to improve safety for facility users, and enhances the appearance of the facility at the same time.

Fire and security encompasses fire alarms, burglar alarms, access controls (fobs) and video surveillance. Many facilities have existing systems that are aging and require eventual replacement. Fences are an on-going need at our facilities, due to aging and damage. Fence repairs and replacements are needed at the Mayfair Pool area as well as Palms Park Patio.

Finally, staff proposes to add one new annual project for Facility Roof Repairs (\$50,000). Our waterproofing consulting engineer who has recently inspected all of our facility roofs has recommended a number of roof replacements. Staff hopes to make modest repairs to preserve some of the roofs not immediately targeted for replacement, and perhaps delay the need to immediately replace some roofs for 1 to 3 years.

### RECOMMENDATION

Staff recommends that Council appropriate funds for the Park Hardscape (\$50,000), Fire and Security (\$25,000), Fence (\$25,000), and Facility Roof Repairs (\$50,000) Annual Projects from the reserve for Capital Improvements.

Lisa Ann Rapp   
Director of Public Works

  
Thaddeus McCormack  
City Manager

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

## **COUNCIL AGENDA**

November 10, 2020

**TO:** The Honorable Mayor and City Council

**SUBJECT:** Community Safety Commission Recommendation – Disabled Person Parking

### **INTRODUCTION**


The Community Safety Commission met on November 2, 2020 to consider various community safety matters that included the consideration of a request for a disabled person parking space at 6113 Adenmoor Avenue.

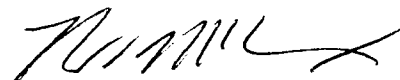
### **STATEMENT OF FACT**

The Public Works Department received a request for a disabled person parking space at 6113 Adenmoor Avenue. The resident stated that she is requesting the space because parking is limited on the street and because she has no driveway. Most of her neighbors do not have driveways as well which further limits parking. Staff observed the location, checked the plate number, and recommended installation of a space. The Community Safety Commission, at their regular meeting on November 2, 2020 approved recommending installation.

### **RECOMMENDATION**

The Community Safety Commission recommends that the City Council adopt the attached resolution authorizing installation of a disabled person designated parking space at 6113 Adenmoor Avenue.

Lisa Ann Rapp   
Director of Public Works

  
Thaddeus McCormack  
City Manager

RESOLUTION NO. 2020-59

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

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

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

SECTION 2. Disabled person designated parking is hereby established on the west side of Adenmoor Avenue, beginning one hundred forty three (143) feet north of the north curb line of Allington Street, continuing north for a distance of twenty (20) feet within the City of Lakewood. No vehicle shall stop, stand or park in said parking restriction unless displaying a special identification license plate or placard issued by the Department of Motor Vehicles pursuant to Section 22511.55 of the California Vehicle Code.

SECTION 3. This resolution shall be effective as long as said restriction is painted and posted in accordance with the requirements of Vehicle Code Section 22511.7 of the California Vehicle Code. In addition, this resolution shall be in effect only as long as Evelyn Owens, a physically disabled person, occupies the house at 6113 Adenmoor Avenue.

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

ADOPTED AND APPROVED this 10th day of November, 2020.

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
City Clerk

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

## COUNCIL AGENDA

November 10, 2020

**TO:** The Honorable Mayor and City Council

**SUBJECT:** Water Rate Study

### INTRODUCTION

The City is in the final year of a multi-year water rate schedule adopted in June 2018 that addresses rates through June 30, 2021. In order to conduct an updated analysis and prepare for setting future year rates, Staff believes it is appropriate to initiate a new water rate study.

### BACKGROUND

Last month, Staff issued a Request for Proposal (RFP) for a study to be conducted and received eight responses. Using a comprehensive set of factors (including approach, qualifications, project management, and proposed cost), Staff evaluated the eight submittals received. Raftelis Financial Consultants, Inc. (RFC) was found to be the most suitable consultant for the study.

RFC has extensive experience locally and on a national level. They have in-depth knowledge of all areas related to utility management. Additionally, RFC is very active in the American Water Works Association (AWWA), the largest national organization of water professionals. AWWA is widely recognized as one of the authorities in water rate-setting policies. The current AWWA president is an RFC Director.

At the local level, RFC's proposed project staff has vast experience working with comparable water agencies in southern California. They have a thorough understanding of the City's water utility operations, having conducted the City's last study in 2017. In terms of their pricing, it is important to note that their proposed project fee of \$50,448 includes an optional Proposition 218 public hearing presentation (\$2,490) that is in addition to the scope of the RFP. Staff seeks authorization for \$50,448, however the fee would decrease to \$47,958 if the City elects not to have RFC make this presentation. This item is scheduled to be presented to the Water Resources Committee on Monday, November 9<sup>th</sup> for a recommendation to the City Council.

### STATEMENT OF FACT

In order to address the City's water rates starting July 2021, it is necessary to perform a comprehensive analysis and, if needed, provide required Proposition 218 notices to the public.

### RECOMMENDATION

It is recommended that the Council authorize staff to enter into an agreement with Raftelis Financial Consultants, Inc. to conduct a water rate study in the amount of \$50,448.



Jose Gomez  
Director of Finance and Administrative Services



Thaddeus McCormack  
City Manager

# DIVIDER SHEET

## **COUNCIL AGENDA**

November 10, 2020

**TO:** The Honorable Mayor and City Council

**SUBJECT:** Amendment to Agreement for Catered Events at Monte Verde Park

### **INTRODUCTION**

TGIS Catering Services, Inc. (TGIS) has provided the catering and concessionaire services at The Centre since 2010. Staff had been satisfied with the catering and concession services provided by TGIS and had entered into an agreement in October of 2020 to augment their service area to include catered events held at Monte Verde Park.

### **STATEMENT OF FACT**

The current agreement with TGIS to provide catering and concessionaire services at Monte Verde Park requires a \$25,000 cash deposit to be held with the city as security to provide a payment owed to any customer or person under contract with TGIS for catering or concessionaire services whereby TGIS fails to deliver services to customer or person per mutual contract agreement.

TGIS has not been able to conduct catered events in the city at either The Centre or Monte Verde Park since the start of the COVID-19 pandemic in March of 2020. Additionally, there are presently no catered events booked at either facility due to the unforeseeable nature of the current pandemic.

### **SUMMARY**

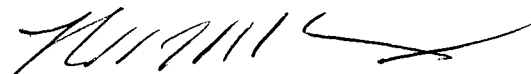
TGIS has communicated a desire to work with the city to offer catered events at Monte Verde following the current COVID-19 pandemic and provided health and safety protocols by Los Angeles County Department of Public Health.

### **RECOMMENDATION**

Staff recommends that the city suspend the requirement for TGIS to maintain a \$25,000 cash deposit until such time that staff determines that indoor and outdoor gatherings are again permissible by Public Health.

It is the recommendation of staff that the City Council authorize the Mayor and the City Clerk sign the Amendment to Agreement for Catered Events at Monte Verde Park, subject to the approval as to form by the City Attorney, with TGIS Catering Services, Inc.

Valarie Frost, Director   
Recreation and Community Services

  
Thaddeus McCormack  
City Manager

**AMENDMENT NO. 1 TO  
AGREEMENT FOR CATERED EVENTS  
AT MONTE VERDE PARK**

This Amendment, made and entered into with an effective date of November 10, 2020, amends that certain Agreement for catered events at Monte Verde Park, made and entered into as of October 9, 2020, by and between the City of Lakewood and Thank Goodness It's Sofia Catering Services, Inc. (the "Agreement").

The parties hereby agree to the following amendment to the Agreement:

Due to the inability to book events at Monte Verde Park because of Covid-related legal restrictions, the requirement that Concessionaire maintain a \$25,000 deposit, set forth in Section 11, is hereby suspended. The City may reinstate such requirement at any time, by giving Concessionaire 60 days' notice of such reinstatement.

Except as set forth herein, the Agreement shall remain in full force and effect.

Based on the mutual promises contained in the Agreement and in this Amendment, and intending to be legally bound, the parties have executed this Amendment, below, as of the date first set forth above.

CITY OF LAKEWOOD

\_\_\_\_\_  
Mayor

Attest:

\_\_\_\_\_  
City Clerk

Approved as to form:

\_\_\_\_\_  
City Attorney

Thank Goodness It's Sofia Catering Services, Inc.

\_\_\_\_\_  
Sofia Riley, President

# DIVIDER SHEET

RESOLUTION NO. 2020-60

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAKEWOOD  
ADDING A JOB CLASSIFICATION AND AMENDING EXISTING PAY  
RATE IN ATTACHMENT B OF RESOLUTION NO 2020-15

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

SECTION 1. The following job classification and monthly pay rate is hereby added to  
Schedule B, attached to Resolution No. 2020-15:

Schedule	Classification	Step 1	Step 2	Step 3	Step 4	Step 5
8A	Community Transportation Dispatcher	4091	4298	4512	4737	4977

ADOPTED AND APPROVED THIS 10TH DAY OF NOVEMBER 2020.

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
City Clerk

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

## COUNCIL AGENDA

November 11, 2020

**TO:** The Honorable Mayor and City Council

**SUBJECT:** Amendment 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 amended to increase the not-to-exceed limits for homeless encampment clean-up.

### STATEMENT OF FACT

The City relies on hazardous waste removal services to 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. The City has maintained an on-call agreement with Ocean Blue since 2016 which is limited not to exceed of \$35,000. The City typically spends about \$4,500 per year for hazardous material clean-up from Nixon Yard, which is budgeted in the Facilities Maintenance division. The balance of the authorization would be spent for hazardous clean ups from traffic accidents, from a special account for traffic collision damage. The amount expended annually from this account varies based upon the type and frequency of the damage.

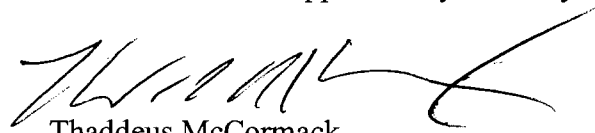
For FY20-21, the City has established a new budget account of \$100,000 for homeless encampment clean-ups. Ocean Blue has the required skills to perform those clean-ups. Staff recommends authorizing an amendment to their agreement to increase the not-to-exceed (NTE) limit, to allow for the additional \$100,000 budget amount for homeless clean ups. The revised NTE limit would total \$135,000, to allow for the timely cleanup of hazardous waste and homeless encampments. The homeless clean up expenditures will be authorized by the City Manager on a case by case basis.

### RECOMMENDATION

Staff recommends that the City Council:

Amend the environmental services agreement with Ocean Blue Environmental Services, Inc., for a period ending June 30, 2021, to increase the not-to-exceed limit to \$135,000 per year, and authorize the Mayor and City Clerk to sign the amendment in a form approved by the City Attorney.

Lisa Ann Rapp   
Director of Public Works

  
Thaddeus McCormack  
City Manager

RENEWAL OF AGREEMENT FOR  
HAZARDOUS WASTE REMOVAL SERVICES  
BETWEEN THE CITY OF LAKEWOOD AND OCEAN BLUE ENVIRONMENTAL  
SERVICES, INC.

The Agreement dated December 13, 2016 is hereby amended as follows:

1. Paragraph 2 – Compensation for Services, the undersigned agree the total compensation under this Agreement shall not exceed \$135,000.

The Agreement of December 13, 2016, is reaffirmed in all other aspects, except as amended herein. Dated the 11th day of November, 2020.

SERVICE PROVIDER

CITY OF LAKEWOOD

\_\_\_\_\_  
Justin Lee, Director of Administration  
OCEAN BLUE ENVIRONMENTAL SERVICES,  
INC.

\_\_\_\_\_  
MAYOR

APPROVED AS TO FORM:

ATTEST:

\_\_\_\_\_  
CITY ATTORNEY

\_\_\_\_\_  
CITY CLERK

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

# Public Hearings

## **CITY COUNCIL AGENDA**

November 10, 2020

**TO:** Honorable Mayor and Members of the Council

**SUBJECT:** The Coronavirus Aid, Relief and Economic Recovery Act (CARES Act) Community Development Block Grant (CDBG-CV) Consolidated Plan Fiscal Year 2020-2024 Substantial Amendment No. 2

### **INTRODUCTION**

In response to the coronavirus pandemic, the U.S. Department of Housing and Urban Development (“HUD”) announced the Coronavirus Aid, Relief and Economic Recovery Act (“CARES Act”) which makes available supplemental CDBG funding (“CDBG-CV”) to entitlement communities to prevent, prepare for, and respond to coronavirus. On April 28, 2020, the City of Lakewood City Council approved a CDBG-CV allocation of \$289,937. After spending the funds on various approved activities, there are \$32,323 that will need to be reallocated. Under the direction of HUD, an entitlement city is required to submit a Substantial Amendment of the FY 2020-2024 Consolidated Plan if it plans on reallocating funds or changing activities. This proposed amendment will reallocate funding from certain activities to others.

### **STATEMENT OF FACTS**

On April 28, 2020, the City of Lakewood City Council approved a CDBG-CV allocation of \$289,937 to prevent, prepare for, and respond to the coronavirus pandemic. The CARES Act provides that grantees may use CDBG-CV grant funds to cover or reimburse costs to prevent, prepare for, and respond to coronavirus incurred by a State or locality, regardless of the date on which such costs were incurred, when those costs comply with CDBG requirements. It also eliminates the 15 percent cap on the amount of grant funds that can be used for public service activities. In addition, it can be used to assist private, non-profit businesses and economic development activities.

### **Proposed Activities**

The approved activities using CDBG-CV funding within Lakewood’s FY 2020-2024 Consolidated Plan Substantial Amendment are listed in the table below, with the actual allocation for each activity of the budgeted \$289,937 CDBG-CV entitlement:

### AMENDMENT NO. 1 PROPOSED ACTIVITIES

<u>ACTIVITIES</u>	<u>AMOUNT</u>	<u>ACTUAL</u>	<u>REMAINING</u>
City Reimbursement	\$111,000	\$94,626	\$16,373
Planning and Administration	\$57,987	\$57,987	0
Business Development/Support	\$80,950	\$65,000	\$15,950
Community Family Guidance	\$10,000	\$10,000	0
Meals on Wheels	\$10,000	\$10,000	0
Pathways Volunteer Hospice	\$10,000	\$10,000	0
Human Services Association	\$10,000	\$10,000	0
<b>TOTAL</b>	<b>\$289,937</b>	<b>\$257,613</b>	<b>\$32,323</b>

There is a remaining balance of \$32,323 which staff is proposing to reallocate to the four non-profit public service providers shown above and three additional non-profit service providers in need of funding. The proposed activities within Lakewood's FY 2020-2024 Consolidated Plan Substantial Amendment No.2 are listed in the table below:

### AMENDMENT NO. 2 PROPOSED ACTIVITIES

<u>ACTIVITIES</u>	<u>AMOUNT</u>
Community Family Guidance	\$6,000
Meals on Wheels	\$4,000
Pathways Volunteer Hospice	\$4,000
Human Services Association	\$6,000
Mothers At Work	\$6,000
Su Casa Ending Domestic Violence	\$5,000
Refresh Youth Center	\$1,323
<b>TOTAL</b>	<b>\$32,323</b>

HUD recently announced that it will be issuing a third round of CDBG-CV funds. The City was notified that it will receive an additional \$549,214 in funding. Substantial Amendment No. 3 will be prepared at a later date and brought to the City Council for approval.

### Public Notice

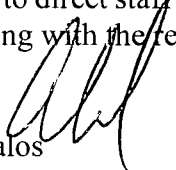
CDBG guidelines require at least one public hearing to obtain citizen input prior to the adoption of the Consolidated Plan Amendment. During a Federally declared emergency, the City's approved process for obtaining citizen input includes one noticed public hearing. Pursuant to the City's Citizen Participation Plan, a notice of the public hearing and commencement of a five-day comment period to obtain citizen input on the Consolidated Plan Amendment was published in the Press Telegram, and posted on the City's website, Bloomfield Park and Mayfair Park on November 2, 2020.

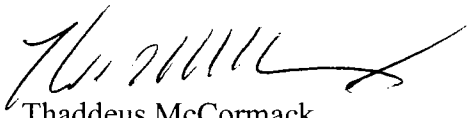
The notice advertised that the CDBG-CV FY 2020-2024 Consolidated Plan Substantial Amendment No. 2 will be considered by the Lakewood City Council meeting on November 10, 2020.

In addition to the public notices, a copy of the Draft Consolidated Plan Substantial Amendment No. 2 has been made available for public review on Monday, November 2, 2020 through Tuesday November 10, 2020 on the City of Lakewood website, in the City Clerk's office and Community Development Department, and at the Angelo M. Iacoboni Library. All comments received will be reviewed and considered at the public hearing by the City Council on November 10, 2020.

### **RECOMMENDATION**

Staff recommends that the City Council conduct a public hearing to receive comments on the proposed Consolidated Plan Substantial Amendment and following the public hearing, approve the FY 2020-2024 Consolidated Plan Substantial Amendment No.2, and authorize the City Manager to direct staff to submit to HUD the approved Consolidated Plan Substantial Amendment No. 2 along with the required CDBG certifications.

  
Abel Avalos  
Director of Community Development

  
Thaddeus McCormack  
City Manager

### **ATTACHMENTS**

- 1) CDBG-CV Fiscal Year 2020-2024 Consolidated Plan, Substantial Amendment No. 2



CITY OF LAKEWOOD  
FISCAL YEAR 2020-2024  
COMMUNITY DEVELOPMENT BLOCK GRANT  
CONSOLIDATED PLAN- CARES Act  
Amendment No. 2

CDBG Grantee Number B-20-MC-06-0521  
DUNS Number: 076943638

November 2, 2020

CITY OF LAKEWOOD  
5050 N. CLARK AVENUE  
Lakewood, CA 90712

## **Executive Summary**

### **ES-05 Executive Summary - 24 CFR 91.200(c), 91.220(b)**

#### **1. Introduction**

The Coronavirus Aid, Relief and Economic Security Act (CARES Act) round one had made \$289,937 available to the City of Lakewood. The City of Lakewood City Council approved the Fiscal Year 2020-2024 Community Development Block Grant – Coronavirus (CDBG-CV) Consolidated Plan Substantial Amendment under the CARES Act on April 28, 2020. The CDBG-CV Substantial Amendment approved funding for the prevention of, preparation for and response to the Coronavirus. The approved activities include City Reimbursement (\$111,000), Planning and Administration (\$57,987), Business Support and Development (\$80,950), and Public Service providers (\$40,000).

The second Substantial Amendment is proposed to redirect a portion of CDBG-CV funds that were approved for City Reimbursement (\$16,350) and Business Support and Development (\$15,950) for a total of \$32,300 to Public Service providers. The Public Service providers include Meals on Wheels (\$4,000), Human Services Association (\$6,000), Community Family Guidance (\$6,000), Pathways Volunteer Hospice (\$4,000), Mothers at Work (\$6,000), Su Casa – Ending Domestic Violence (\$5,000) and Refresh Youth Center (\$1,323)

The 2020-2024 Consolidated Plan for the City of Lakewood satisfies the statutory Department of Housing and Urban Development (HUD) requirements for the Community Development Block Grant (CDBG) Program. Under federal regulations and program guidelines established by HUD, the reporting requirements for this program must be combined into one consolidated submission. The process reduces the burden of administering housing and community development programs and strengthens partnerships among all levels of government and the private sector to better enable the City to provide decent housing, establish and maintain a suitable living environment, and expand economic opportunities for all Americans, particularly those that are low and moderate-income.

The Strategic Plan and Action Plan contained within the City of Lakewood 2020-2024 Consolidated Plan (Consolidated Plan) are provided to establish a specific course of action for Lakewood's revitalization of community development. To this end, residents and other members of the community, neighboring jurisdictions, Los Angeles County and other stakeholders play a vital role in meeting the needs and goals of the City and in shaping Lakewood's future.

## **2. Summary of the objectives and outcomes identified in the Plan Needs Assessment Overview**

The City of Lakewood has prepared a strategy for addressing the housing and community development needs described in the Consolidated Plan during the next five years. By law, the strategy must be designed to achieve the following, principally for low and moderate-income households:

- Provide decent housing;
- Promote a suitable living environment; and
- Expand economic opportunities.

The plan also addresses:

- Elimination of slums and blight.
- Elimination of conditions which are detrimental to health, safety, and public welfare.
- Conservation and expansion of housing stock.
- Expansion and improvement of the quantity and quality of community services.
- Better utilization of land and other natural resources.
- Reduction of the isolation of income groups within communities/geographical areas.
- Alleviation of physically and economically distressed areas.

For more details regarding the specific listed objectives and outcome identified in this Plan, please see Section III: Housing and Community Development Strategic Plan. This section discusses the goals, policies, and quantified objectives of the community as listed in the City's Housing Element as well as other Lakewood Planning and policy documents.

## **3. Evaluation of past performance**

Lakewood, in partnership with non-profit organizations continues to monitor and evaluate the performance of the City's CDBG Programs to ensure regulatory compliance. The following list identifies some of the accomplishments realized during FY 2015-2019 (five year period covered by the previous Consolidated Plan):

- During the Fiscal Years 2015-2019 Five-Year Consolidated Plan a total of 47 Single-Family Rehabilitation Loans and 26 Fix-Up, Paint-Up Grants were processed to assist Lakewood's low income residents improve their homes.
- During Fiscal Years 2015-2019 over 1,200 residents were provided community services including congregate and delivered meals through Human Services Association and Meals on Wheels; counseling for abused and neglected children through Community Family Guidance; and Pathways Volunteer Hospice provided non-medical care and assistance to those facing end of life conditions.
- During Fiscal Years 2015-2019 over 2,000 code enforcement cases were processed.

- During Fiscal Years 2015-2019 Lakewood's Fair Housing Consultant assisted over 1,200 persons experiencing fair housing issues.
- Lakewood's assistance to Continuum of Care during Fiscal Years 2015-2019 consisted of serving over 230 persons experiencing homelessness. Services include case management, substance abuse counseling, mental health services, medical services, mainstream benefits, emergency shelter, and permanent housing.
- The Burns Community Center improvements were completed during Fiscal Year 2015-2019. The Burns Community Center received necessary upgrades to provide a safe and modernized ADA compliant building. The improvements included the replacement of a non ADA compliant elevator with a compliant elevator, replacement of damaged brick pavers, expansion of the assembly room, expansion of the kitchen utilized by Meals on Wheels, upgrade restrooms to be ADA compliant, add exterior door at exterior stairwell, install an automatic sliding door at entrance, modify window system on second floor, remove built up grade against building, construct a retaining wall, and remove existing siding on building.

The Lakewood Consolidated Plan embodies the City's current Housing Element. Much of the background data, housing issues, goals, objectives, policies and programs of the Consolidated Plan are consistent with the Housing Element, which was last updated on August 13, 2013. The 2010 US Census and updated data from the 2011-2015 and 2013-2017 American Community Survey (ACS) were also used to accurately reflect current demographics and market and inventory conditions. Based upon the Housing Element's goals and objectives, they are then carried forward into the Consolidated Plan as well as the Annual Action Plan for implementation.

At the end of every fiscal year, the City submits its Consolidated Annual Performance Evaluation Report (CAPER) which provides a clear picture of the past year's performance based upon the set goals and objectives. Historically, the City has scored satisfactorily in meeting all of the required and proposed goals and projects.

#### **4. Summary of citizen participation process and consultation process**

Citizen participation in the development, implementation and review of the Consolidated Plan is key to the CDBG process. The City has developed a detailed Citizen Participation Plan, which encourages and solicits the participation of its residents and emphasizes the involvement of low to moderate income persons, particularly where housing and community development funds are spent.

The City provides citizens with advance notice of all related materials available for public review as soon as the notice is published. The citizen participation process for the FY 2020-2024 Consolidated Plan Substantial Amendment CDBG-CV CARES Act includes a 5-day public review period of the Amendment to obtain citizen input.

In accordance with the Lakewood Citizen Participation Plan, the following hearing was conducted for the development of the FY 2020-2024 Consolidated Plan Substantial Amendment No. 2 CARES Act:

- Public Hearing: November 10, 2020
- Five-Day Public Review Period: November 2, 2020 – November 10, 2020

On November 2, 2020, a notice was published in the Press Telegram announcing the public hearing before the City Council on November 10, 2020 and announced a five-day public comment period that concluded on November 10, 2020. The Draft Consolidated Plan, Substantial Amendment was available for public review on the City of Lakewood website at [lakewoodcity.org](http://lakewoodcity.org), in the City Clerk's office and Community Development Department at Lakewood City Hall, 5050 Clark Avenue, Lakewood, California, and at the Angelo M. Iacoboni Library, 4990 Clark Avenue, Lakewood, California.

The City welcomed any written recommendations, suggestions, or other input. Any opinions or comments related to the Action Plan were to be addressed to the following person:

Abel Avalos, Director of Community Development City of Lakewood 5050 North Clark Avenue Lakewood, CA 90712 (562) 866-9771 extension 2301.

## **5. Summary of public comments**

The City did not received any public comments.

## **6. Summary of comments or views not accepted and the reasons for not accepting them**

The City did not reject any public comments or view presented.

## **7. Summary**

See above comments.

## Expected Resources

### AP-15 Expected Resources – 91.220(c)(1,2)

#### Introduction

Lakewood is faced with meeting challenging new state laws and increasing needs of the community while funding from state and federal resources fluctuates and / or decreases.

#### Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	492,688	30,000	0	522,688	0	Program income will be used to fund public facilities improvements
Other	public - federal	Other	289,937	0	0	289,937	0	To prevent, prepare for and respond to the coronavirus pandemic.

**Table 54 - Expected Resources – Priority Table**

#### Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied

Lakewood's sole funding source is CDBG, therefore, leveraging additional resources and satisfying matching requirements is not applicable to Lakewood. However, the City partners with a private waste disposal company to offer an annual Neighborhood Clean-Up Program that is operated through the City's Code Enforcement program. The program provides assistance to tenants and property owners in disposing of unsightly and unwanted debris in neighborhoods identified as needing assistance. Each year

a total of six clean-up events are scheduled and each event has three 40-yard roll-off bins or more available to the residents in the vicinity of the bin. Neighborhood residents are notified of the event date and community volunteer assistance is provided. The private waste disposal company donates the bins for this yearly event saving the City \$9,111.96 in rental fees.

**If appropriate, describe publically owned land or property located within the jurisdiction that may be used to address the needs identified in the plan**

The City of Lakewood operates many of the CDBG funded programs and non-CDBG funded programs from City property. For example, Meals on Wheels, Project Shepard, and homeless services are operated out of the Burns Community Center. Human Services Association is operated out of Weingart Senior Center, LAHSA's annual homeless count is operated out of the Mayfair Park Swim Pavilion and Fair Housing services are operated out of Lakewood City Hall.

The Recreation and Community Services Department offer many programs to assist Lakewood's youth. For example, After School Activity Zone is a free drop-in after school program for school-age children, teens and preteens and is held at city parks. Activities include playground games, arts and crafts, homework help and organized sports leagues through the Lakewood Youth Sports Program.

**Discussion**

See discussion above

## Annual Goals and Objectives

### AP-20 Annual Goals and Objectives

#### Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Equal Housing Opportunity	2020	2024	Affordable Housing Non-Homeless Special Needs		Equal Housing Opportunity	CDBG: \$38,695	Public service activities for Low/Moderate Income Housing Benefit: 250 Households Assisted
2	Housing Preservation and Improvement	2020	2024	Affordable Housing Non-Homeless Special Needs		Housing Preservation and Improvement	CDBG: \$123,410	Homeowner Housing Rehabilitated: 16 Household Housing Unit Housing Code Enforcement/Foreclosed Property Care: 250 Household Housing Unit
3	Housing Development	2020	2024	Affordable Housing		Housing Development	CDBG: \$0	Rental units constructed: 20 Household Housing Unit Homeowner Housing Added: 20 Household Housing Unit
4	Improve and Provide Community Facilities	2020	2024	Non-Housing Community Development		Improve Community Facilities	CDBG: \$215,124	Remove barriers to bring facility in to ADA compliance.

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
5	Provide Assistance to Continuum of Care	2020	2024	Homeless		Assistance to Continuum of Care	CDBG: \$0	
6	Housing Assistance	2020	2024	Affordable Housing		Housing Assistance	CDBG: \$0	
7	Provide Community Services	2020	2024	Non-Housing Community Development			CDBG: \$37,500	Public service activities for Low/Moderate Income Housing Benefit: 300 Households Assisted
8	Economic Development	2020	2024	Non-Housing Community Development			CDBG-CV: \$0	
9	Urgency Needs	2020	2020	Non-Housing Community Development			CDBG: \$289,937	To prevent, prepare for, and respond to Coronavirus pandemic.

**Table 55 – Goals Summary**

## Goal Descriptions

1	Goal Name	Equal Housing Opportunity
	Goal Description	Provide Fair Housing services
2	Goal Name	Housing Preservation and Improvement
	Goal Description	Provide Housing rehabilitation
3	Goal Name	Housing Development
	Goal Description	Provide Affordable Housing

4	Goal Name	Improve and Provide Community Facilities
	Goal Description	Improve community facilities
5	Goal Name	Provide Assistance to Continuum of Care
	Goal Description	
6	Goal Name	Housing Assistance
	Goal Description	Approximately 100 referrals to HACoLA
7	Goal Name	Provide Community Services
	Goal Description	
8	Goal Name	Economic Development
	Goal Description	
9	Goal Name	Urgency Needs
	Goal Description	To prepare, prevent and respond to coronavirus

## Projects

### AP-35 Projects – 91.220(d)

#### Introduction

Included in this Action Plan is a Listing of Proposed Projects identifying activities that will be undertaken during the FY 2020-2021 using CDBG funds. Projects 9-15 were approved through Amendment No. 1 of the CDBG-CV Consolidated Plan. Projects 16-18 are additional projects for Amendment No. 2 of the CDBG-CV Consolidated Plan.

#### Projects

#	Project Name
1	Code Enforcement
2	Fair Housing
3	Community Family Guidance
4	Meals on Wheels
5	Pathways Volunteer Hospice
6	Human Services Association
7	Rehabilitation Delivery Costs
8	Program Administration
9	CV-City Reimbursement
10	CV-Planning and Administration
11	CV-Business Support and Development
12	CV-Community Family Guidance
13	CV-Meals on Wheels
14	CV-Pathways Volunteer Hospice
15	CV-Human Services Association
16	CV-Mothers at Work
17	CV-Su Casa – Ending Domestic Violence
18	CV-Refresh Youth Center

**Table 56 – Project Information**

**Describe the reasons for allocation priorities and any obstacles to addressing underserved needs**

## AP-38 Project Summary

### Project Summary Information

1	<b>Project Name</b>	Code Enforcement
	<b>Target Area</b>	City Wide
	<b>Goals Supported</b>	Housing Preservation and Improvement
	<b>Needs Addressed</b>	Housing Preservation and Improvement
	<b>Funding</b>	CDBG - \$38,000
	<b>Description</b>	Under this program, the City will continue to enforce existing building codes with Community Conservation Officers working in conjunction with the Crime, Public Nuisance, and Property Abatement Team serving CDBG-eligible areas.
	<b>Target Date</b>	6/30/2021
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Approximately 500 households will be served during FY 2020-2021. Of those households approximately 250 household will be low to moderate income households located within CDBG Eligible Areas.
	<b>Location Description</b>	CDBG Eligible Areas- Census Tract 5550.01, BG 1, 2, 3 and 4; Census Tract 5550.02 BG 1 and 2; Census Tract 5551.02 BG 1 and 2; Census Tract 5551.03, BG 2; Census Tract 5551.04, BG 1; 5700.01, BG 2 and 4; Census Tract 5700.03, BG 1, 3 and 4; Census Tract 5708.00, BG 1; Census Tract 5714.00, BG 3; Census Tract 5715.03, BG 1
2	<b>Planned Activities</b>	Enforce building and zoning codes
	<b>Project Name</b>	Fair Housing
	<b>Target Area</b>	City Wide
	<b>Goals Supported</b>	Equal Housing Opportunity
	<b>Needs Addressed</b>	Equal Housing Opportunity
	<b>Funding</b>	CDBG - \$38,695
	<b>Description</b>	Provide funds for a fair housing counseling program and landlord tenant services for residents and property owners. The Fair Housing Consultant will function as a central source for fair housing information and education; investigate and conciliate housing discrimination complaints; make referrals to appropriate sources for the formal resolution of complaints when information conciliation efforts fail; distribute information on landlord tenant rights and assist low and moderate income families in maintaining suitable housing.
	<b>Target Date</b>	6/30/2021

	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	The City will actively implement the Fair Housing Programs, including conducting education, counseling, and special projects. A total of 250 low to moderate income households shall be assisted annually.
	<b>Location Description</b>	Citywide
	<b>Planned Activities</b>	Administer a Fair Housing Program
<b>3</b>	<b>Project Name</b>	Community Family Guidance
	<b>Target Area</b>	City Wide
	<b>Goals Supported</b>	Provide Community Services
	<b>Needs Addressed</b>	Community Services
	<b>Funding</b>	CDBG - \$9,000
	<b>Description</b>	This program provides counseling services for emotionally disturbed children.
	<b>Target Date</b>	6/30/2021
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Through this program, an estimated 90 children from low to moderate income households, who are emotionally disturbed will receive counseling annually.
	<b>Location Description</b>	Citywide
	<b>Planned Activities</b>	Counsel emotionally disturbed children.
<b>4</b>	<b>Project Name</b>	Meals on Wheels
	<b>Target Area</b>	City Wide
	<b>Goals Supported</b>	Provide Community Services
	<b>Needs Addressed</b>	Provide Community Services
	<b>Funding</b>	CDBG - \$10,500
	<b>Description</b>	This program provides in-home meal delivery to low income, senior, and disabled persons.
	<b>Target Date</b>	6/30/2021
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Under this program, the City will serve an estimated 135 low income and special needs individuals.
	<b>Location Description</b>	Citywide
	<b>Planned Activities</b>	Prepare and deliver meals to senior citizens.
<b>5</b>	<b>Project Name</b>	Pathways Volunteer Hospice
	<b>Target Area</b>	City Wide

	<b>Goals Supported</b>	Provide Community Services
	<b>Needs Addressed</b>	Provide Community Services
	<b>Funding</b>	CDBG - \$9,000
	<b>Description</b>	This program provides in-home non-medical services to terminally ill persons.
	<b>Target Date</b>	6/30/2021
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Through this program, the City will serve 30 low and moderate income households annually with in-home services for terminally ill persons.
	<b>Location Description</b>	Citywide
	<b>Planned Activities</b>	Provide non-medical services to terminally ill persons.
6	<b>Project Name</b>	Human Services Association
	<b>Target Area</b>	City Wide
	<b>Goals Supported</b>	Provide Community Services
	<b>Needs Addressed</b>	Provide Community Services
	<b>Funding</b>	CDBG - \$9,000
	<b>Description</b>	This activity will support senior citizen congregate meals at the Weingart Senior Center and home delivered meals to Lakewood residents.
	<b>Target Date</b>	6/30/2021
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Through this program, the City will provide congregate and home delivered meals to 75 seniors annually
	<b>Location Description</b>	Citywide
7	<b>Planned Activities</b>	Serve meals to senior citizens
	<b>Project Name</b>	Rehabilitation Delivery Costs
	<b>Target Area</b>	City Wide
	<b>Goals Supported</b>	Housing Preservation and Improvement
	<b>Needs Addressed</b>	Housing Preservation and Improvement
	<b>Funding</b>	CDBG - \$85,410

	<b>Description</b>	This program provides funds for the payment of reasonable administrative costs and carrying charges such as rehabilitation counseling, work specifications, loan processing, site inspections, reporting, processing loan paybacks and all administrative work related to loan and grant processing.
	<b>Target Date</b>	6/30/2021
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Process 10 Single-Family Rehabilitation Loans and 6 Fix-Up, Paint-Up Grants and process approximately 11 loan paybacks
	<b>Location Description</b>	Citywide
	<b>Planned Activities</b>	Process 10 Single-Family Rehabilitation Loans and 6 Fix-Up, Paint-Up Grants and process approximately 11 loan paybacks
8	<b>Project Name</b>	Program Administration
	<b>Target Area</b>	City Wide
	<b>Goals Supported</b>	Program Administration
	<b>Needs Addressed</b>	Program Administration
	<b>Funding</b>	CDBG - \$108,137
	<b>Description</b>	This program ensures the effective use of limited CDBG funds, for the community's priorities and federal regulations. Activities include the preparation of the Consolidated Plan, Action Plan, and Annual Performance Report, and continuous outreach to address the changing needs of the community. Staff is trained on CDBG requirements and future program development.
	<b>Target Date</b>	6/30/2021
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	N/A
	<b>Location Description</b>	Citywide
9	<b>Planned Activities</b>	Effectively manage CDBG funds
	<b>Project Name</b>	CV-City Reimbursement
	<b>Target Area</b>	City Wide
	<b>Goals Supported</b>	Urgency Needs
	<b>Needs Addressed</b>	Urgency Needs
	<b>Funding</b>	CDBG-CV: \$111,000 CDBG-CV Amendment No. 2( -\$16,370)
	<b>Description</b>	Reimburse the City costs for prevention, preparation, and response to coronavirus pandemic.

	<b>Target Date</b>	6/30/2021
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	This activity reimburses city costs for the prevention, preparation, and response to coronavirus pandemic.
	<b>Location Description</b>	City wide
	<b>Planned Activities</b>	Reimburse city for costs related to the prevention, preparation, and response to coronavirus pandemic.
<b>10</b>	<b>Project Name</b>	CV-Planning and Administration
	<b>Target Area</b>	City Wide
	<b>Goals Supported</b>	Urgency Needs
	<b>Needs Addressed</b>	Urgency Needs
	<b>Funding</b>	CDBG-CV: \$57,987
	<b>Description</b>	Planning and administrative costs for the prevention of, preparation for and response to coronavirus pandemic.
	<b>Target Date</b>	6/30/2021
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Planning and administrative costs for the prevention, preparation and response to coronavirus.
	<b>Location Description</b>	City wide
	<b>Planned Activities</b>	Planning and administrative costs for the prevention, preparation and response to coronavirus.
<b>11</b>	<b>Project Name</b>	CV- Business Support and Development
	<b>Target Area</b>	City Wide
	<b>Goals Supported</b>	Economic Development
	<b>Needs Addressed</b>	Economic Development
	<b>Funding</b>	CDBG-CV: \$80,950 CDBG-CV Amendment No. 2: -\$15,950
	<b>Description</b>	CDBG-CV funds to support local small businesses in the prevention of, preparation for and response to coronavirus pandemic.
	<b>Target Date</b>	6/30/2021
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	The City will provide 70 grants to small businesses.
	<b>Location Description</b>	City wide
	<b>Planned Activities</b>	Provide grants to small businesses. Cost incurred includes advertising, mailings, flyers, etc.

12	<b>Project Name</b>	CV- Community Family Guidance
	<b>Target Area</b>	City Wide
	<b>Goals Supported</b>	Provide Community Services
	<b>Needs Addressed</b>	Provide Community Services
	<b>Funding</b>	CDBG-CV: \$10,000 CDBG-CV Amendment No. 2: \$6,000
	<b>Description</b>	CDBG-CV funds for Community Family Guidance a non-profit providing counseling services to children for the prevention of, preparation for and response to coronavirus pandemic.
	<b>Target Date</b>	6/30/2021
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Approximately 84 children with mental health needs benefit from Community Family Guidance.
	<b>Location Description</b>	City wide
	<b>Planned Activities</b>	Provide counseling to children with mental health needs.
13	<b>Project Name</b>	CV-Meals on Wheels
	<b>Target Area</b>	City Wide
	<b>Goals Supported</b>	Provide Community Services
	<b>Needs Addressed</b>	Provide Community Services
	<b>Funding</b>	CDBG-CV: \$10,000 CDBG-CV Amendment No. 2: \$4,000
	<b>Description</b>	CDBG-CV funds for Meals on Wheels providing home delivered meals to senior citizens for prevention of, preparation for, and response to coronavirus pandemic.
	<b>Target Date</b>	6/30/2021
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Meals on Wheels will provide home delivered meals to approximately 105 senior citizens.
	<b>Location Description</b>	City wide
	<b>Planned Activities</b>	Deliver meals to senior citizens
14	<b>Project Name</b>	CV- Pathways Volunteer Hospice
	<b>Target Area</b>	City Wide
	<b>Goals Supported</b>	Provide Community Services
	<b>Needs Addressed</b>	Provide Community Services

	<b>Funding</b>	CDBG-CV: \$10,000 CDBG-CV Amendment No. 2: \$4,000
	<b>Description</b>	CDBG-CV funds to Pathways Volunteer Hospice providing non-medical care to terminally ill patients in prevention of, preparation for and response to coronavirus pandemic.
	<b>Target Date</b>	6/30/2021
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Pathways Volunteer Hospice will provide non-medical hospice care to approximately 30 residents facing end of life illness.
	<b>Location Description</b>	City wide
	<b>Planned Activities</b>	Provide hospice care
15	<b>Project Name</b>	CV- Human Services Association
	<b>Target Area</b>	City Wide
	<b>Goals Supported</b>	Provide Community Services
	<b>Needs Addressed</b>	Provide Community Services
	<b>Funding</b>	CDBG-CV: \$10,000 CDBG-CV Amendment No. 2: \$6,000
	<b>Description</b>	CDBG-CV funding for Human Services Association providing funding for home delivered meals and meals for the prevention of, preparation for and response to coronavirus pandemic.
	<b>Target Date</b>	6/30/2021
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Human Services Association will provide approximately 75 home delivered meals to senior citizens
	<b>Location Description</b>	City wide
16	<b>Planned Activities</b>	Provide home delivered meals
	<b>Project Name</b>	CV- Mothers At Work
	<b>Target Area</b>	City Wide
	<b>Goals Supported</b>	Provide Community Services
	<b>Needs Addressed</b>	Provide Community Services
	<b>Funding</b>	CDBG-CV Amendment No. 2: \$6,000
	<b>Description</b>	CDBG-CV funding for Mothers At Work providing funding for childcare services. Services include a daily nutrition program, curriculum based on an evaluated educational need for each child
	<b>Target Date</b>	6/30/2021

	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Mothers At Work typically provides childcare services to approximately 60 pre-school and 20 school-aged children. During COVID pandemic, Mothers At Work are limited to 30 preschool aged children and no school aged children.
	<b>Location Description</b>	City wide
	<b>Planned Activities</b>	Provide child care services
17	<b>Project Name</b>	Su Casa – Ending Domestic Violence
	<b>Target Area</b>	City Wide
	<b>Goals Supported</b>	Community Service
	<b>Needs Addressed</b>	Community Service
	<b>Funding</b>	CDBG-CV Amendment No. 2: \$6,000
	<b>Description</b>	Provides immediate shelter from danger but also case management and counseling, shelter-based certified childhood education, community awareness training, and transitional housing
	<b>Target Date</b>	6/30/2021
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Su Casa fields 2,500 hotline phone calls from residents of the Greater Long Beach area annually, and participates in community outreach/education. Since the pandemic began, Su Casa has added over 100 clients, which have had to be housed in hotels as there is no space in the shelters. Due to social distancing restrictions, staff transportation has been transitioned to singular Uber rides rather than shared van rides. Also, internet bandwidth has been upgraded for virtual learning for children, as well as telecommunications improvements to allow for telemedicine appointments and legal advice appointments via video conferencing.
	<b>Location Description</b>	City Wide
	<b>Planned Activities</b>	Provide shelter to victims of domestic violence
18	<b>Project Name</b>	Refresh Youth Center
	<b>Target Area</b>	City Wide
	<b>Goals Supported</b>	Community Services
	<b>Needs Addressed</b>	Community Services
	<b>Funding</b>	CDBG-CV Amendment No. 2: \$1,323
	<b>Description</b>	Improve local communities within Los Angeles County through mentoring, youth seminars, and community outreach programs.
	<b>Target Date</b>	6/30/2021

	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Pre-COVID, Refresh Youth Center was serving about 5 clients per day, in the office, hosting a book club of 15-20 girls once per week, and offering various seminars, workshops, and outreach programs throughout the community. Currently their reach is limited to approximately 5 virtual conferences and a virtual book club serving approximately 15 participants per week.
	<b>Location Description</b>	City Wide
	<b>Planned Activities</b>	Provide virtual conferences and book club meetings.

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

## **COUNCIL AGENDA**

November 10, 2020

**TO:** The Honorable Mayor and City Council

**SUBJECT:** Proposed Ordinance Making Municipal Code Changes Affecting Parkways and Public Right of Way

### **INTRODUCTION**

At the City Council study sessions on September 22, 2020 and October 27, 2020, staff presented photos of encroachments into the public right of way, in parkways and in the streets, as well as a mark-up of specific Municipal Code sections. The encroachments presented reflected safety concerns for pedestrians and motorists. An Ordinance has been prepared by the City Attorney to implement the proposed changes to the Municipal code.

### **STATEMENT OF FACT**

Staff has reviewed several sections of the municipal code and proposed changes that would address the concerns raised regarding encroachments in parkways and the streets. While many of the items of concern are already not allowed under the code, some of the changes serve to clarify the prohibitions, while other changes will either allow for prohibitions not previously enumerated, or allow for an expansion of the use of certain materials in the parkways such as artificial turf. Ideally, staff would prefer only turf grass, irrigation, and the City street tree, however we recognize that the drought has stimulated Lakewood residents to replace turf grass with more drought tolerant plants or materials such as small stones or artificial turf.

The following is a summary of sections of the municipal code including a brief description of the proposed modifications, which are included in the proposed ordinance.

4221 Parkway Defined – There was a phrase in the definition that might be interpreted as the city having responsibility for maintenance of plant materials in the parkway. This phrase is proposed to be removed since the city maintains only the city street tree.

4221.1 Prohibited Act on Parkways – This section lays out specific prohibited actions in the parkway, including damaging or removing a city street tree. We have proposed several clarifications in the subsections, including the prohibition of constructed planters and potted plants.

4221.2 Maintenance of Parkway – This section has been added to make clear that it is the responsibility of the adjacent property owner to maintain the parkway and the plant materials within the parkway, except for the city street tree.

4321 Encroachment on Public Rights of Way - This section lays out specific encroachments as public nuisances. The proposed changes represent clarifications, and a couple of additions that address the concerns previously depicted in the photos. Specifically, language is added to subsection E. including “any plant species that have thorns, spines, or needle-like leaves.” A paragraph added at the end of the section provides clarification that only permitted city street trees, turf grass or short ground cover is allowed, and adds decomposed granite, small loose decorative stones or artificial turf as allowed. This paragraph also clarifies that should work need to be done in the parkway, the city is not responsible for replacing or restoring any materials disturbed during the course of the work, and places that responsibility on the adjacent homeowner.

4321.1 Examination by Director of Public Works – A clarification has been added to this section to allow the Director of Public Works to establish a reasonable time frame in which to remove encroachments, rather than a previously fixed 30 day period in all instances. Some encroachments posing a direct safety concern to the public may need to be removed in a shorter time frame.

4321.2 Abatement of Nuisance – A clarification has been added to reflect the proposed changes in the section above.


4321.4 Prohibition of Storage Containers – This section has been added to clearly prohibit placement of storage containers of all types in the public right of way. Staff have been addressing these encroachments for some time, however, these items have been more commercial available. The proposed added section would strengthen our ability to address this problem.


4322 Unlawful Discharge of Waste Materials and Deposit of Rocks, Mud..... This section already prohibits many items from being deposited in the public right of way, and the proposed additions would include “construction equipment, heavy equipment, construction machinery, construction materials, pallets, shipping containers, dumpsters or waste containers except as provided by franchise agreements.” These items can become a nuisance, an environmental concern, or a safety concern.

4325. Trees – This change reflects a legacy designation of responsibility in the municipal code, and would substitute the Director of Public Works for the currently designated Director of Recreation and Community Services, as the staff member responsible for landscaping and trees in parkways and public spaces. The Director of Public Works has carried this responsibility for over 30 years.

## **RECOMMENDATION**

Staff recommends that the City Council hold a public hearing and introduce proposed Ordinance No. 2020-6.

Lisa Ann Rapp   
Director of Public Works

  
Thaddeus McCormack  
City Manager

ORDINANCE NO. 2020-6

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LAKEWOOD AMENDING SECTIONS IN ARTICLE IV OF THE LAKEWOOD MUNICIPAL CODE REGARDING PARKWAYS AND ENCROACHMENTS IN THE PUBLIC RIGHT OF WAY

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

SECTION 1. Sections 4221 and 4221.1 of the Lakewood Municipal Code are hereby amended to read as follows:

**4221. PARKWAYS DEFINED.** Parkways are defined as those areas located in that portion of dedicated roads, streets or highways which have been planted with lawn, bush, tree or plant vegetation.

**4221.1. PROHIBITED ACTS ON PARKWAYS.** It shall be unlawful for any person to do or commit, or to cause or permit to be done or committed, within or upon any such parkways any of the following:

- A. To pick, dig, remove, destroy, injure, mutilate, top or cut any tree or root system, or any portion thereof growing therein.
- B. To cut, break, injure, deface, remove or destroy any equipment or property therein, or sign, bench or monument placed thereon, or any portion thereof, or to make or place thereon or on any portion thereof any sign, card, mark, writing or printing, display or other similar device.
- C. To throw, place or dispose of any garbage, refuse or waste on or upon said area.
- D. To allow any vegetation, other than a City street tree, to grow to a height exceeding six (6) inches, or to place any sign, decoration, statue, lawn ornament, potted plant of any size, constructed planter, or device which will impede the safe ingress and egress of persons from vehicles parked at the curb or safe pedestrian use of the abutting sidewalk.
- E. To allow any water or electrical line, wiring, cord, or hose, to run across the parkway area from any adjacent property to any vehicle parked in the public right-of-way.
- F. To allow any storage of basketball hoops, skateboard ramps, bicycle ramps, or other sports equipment.

SECTION 2. The following new Section 4221.2 is hereby added to the LMC:

**4221.2 MAINTENANCE OF PARKWAY.** The owner of the adjacent property shall be responsible for the installation, maintenance and irrigation of all plant materials in the parkway, except for the planting, trimming, and removal of City street trees.

SECTION 3. Sections 4321 through 4321.3 of the LMC are hereby amended to read as follows:

**4321. ENCROACHMENT ON PUBLIC RIGHTS OF WAY.** The City Council does hereby find that the existence of the following encroachments on any public dedicated or acquired sidewalk, street, parkway, alley, lane, court, park or other public place is a public nuisance. It shall be unlawful for any person to construct, install, place, plant or maintain thereon the following:

**A.** Fences.

**B.** Hedges.

**C.** Excavations below the top of curb elevation where without a permit.

**D.** Sprinkler system pipes above ground elevation.

**E.** Cover growth such as ivy, ice plant and other similar types of vegetation, or any plant species that have thorns, spines, or needle-like leaves.

**F.** Retaining wall.

**G.** Shrubs, signs and trees as well as buildings or fences where the same interfere with the use of said public right of way.

**H.** Broken blacktop, concrete and paving.

**I.** Gates swinging out or over the public right of way.

In parkways, only permitted city street trees, turf grass or ground cover not exceeding six inches in height, decomposed granite, loose decorative colored stone or gravel no larger than  $\frac{3}{4}$  inch in size or artificial turf shall be allowed. In the event that the City or its agents perform any work in a parkway that requires the removal or displacement of any such materials, the owner of the adjacent property shall be obligated to perform such removal or displacement to give the City or its agents required access, and the City will not be responsible to repair or restore such materials that may be damaged or removed as a result of the subject work.

**4321.1. EXAMINATION BY DIRECTOR OF PUBLIC WORKS.** The Director of Public Works shall examine or cause to be examined every alleged encroachment on a public dedicated right of way, and if in his opinion such encroachment is a nuisance as defined herein, he shall notify in writing the owner, occupant, lessee or other person having possession of said premises that the continual maintenance or existence of such encroachment constitutes a public nuisance. Once the Director has deemed such encroachments to be a public nuisance, the Director will assign a timeframe in the Director's reasonable discretion for the removal of the items. At that time, said person or persons must remove said encroachment at his own expense within the timeframe set forth; if not so removed within said timeframe the same will be removed by the City and expense thereof charged to said person or persons.

**4321.2. ABATEMENT OF NUISANCE.** If said nuisance is not so abated by said person within said timeframe the Director of Public Works may cause said nuisance to be abated as provided in this Chapter.

**4321.3. ACCUMULATIVE REMEDIES.** The remedies set forth in Section 4321, et seq., of this Chapter in accordance with the terms and provisions of this Chapter, or in accordance with the terms and provisions of State law pertaining to the abatement of public nuisances. Any failure under the provisions of this Chapter to record the lien shall not bar collection of cost of abatement of said nuisance either by special assessment proceedings or by other means. The provisions of this Chapter constituting the cost of abatement of said nuisance a lien on said property may be modified by the City Council as it deems necessary in confirming the report of the Director of Public Works in those cases where the City Council should find that a

proportionate share or all of the share of the cost of said work should be borne by the City in the best public interest. Nothing herein contained shall bar the Director of Public Works or any other city officer having a duty to do so to summarily remove any nuisance herein defined without further notice or preceding before the City Council where the continuation of said nuisance endangers the public health, safety and welfare in the use of any publicly dedicated right of way.

SECTION 4. The following new Section 4321.4 is hereby added to the LMC:

**4321.4. PROHIBITION OF STORAGE CONTAINERS.** It shall be unlawful to place in any public dedicated or acquired sidewalk, street, parkway, alley, lane, court, park or other public space, any storage container, storage bin, shipping container, PODS, or similar portable storage container. “Portable storage container” means a portable, weather-resistant, commercially leased, rented or purchased receptacle designed and used for the storage or shipment of personal property, building materials or merchandise.

SECTION 5. Section 4322 of the LMC is hereby amended to read as follows:

**4322. UNLAWFUL DISCHARGE OF WASTE MATERIALS AND DEPOSIT OF ROCKS, MUD, SAND, OIL OR PETROLEUM PRODUCTS ON PUBLIC ROADS, STREETS AND HIGHWAYS.** It shall be unlawful for any person to place, deposit or dump, or to cause to be placed, deposited or dumped upon any public roads, streets, highways, alleys, or portions thereof within the City of Lakewood, any dirt, litter, trash, rubbish, debris, furniture, video, audio, or computer equipment, appliances, boxes, clothing, toys, household items, vehicle parts, paint or other hazardous materials, construction equipment, heavy equipment, construction machinery, construction materials, pallets, shipping containers, dumpsters or waste containers except as provided by franchise agreements, or any miscellaneous discarded items, or to cause the flow or discharge of any sewage, animal waste matter, waste matter, swimming and artificial pool drainage, industrial waste, rocks, mud, dirt, sand or unenclosed or encased oil or petroleum products, upon any public roads, streets, highways, alleys, or portion thereof, within the City of Lakewood unless pursuant to permit issued by the Director of Public Works. Animal waste matter as used herein includes the excrement and urine from any animal, including mixed water and animal waste. This section does not have reference to the following, and nothing contained in this Section shall make the following unlawful: (Amended by Ord. 2005-8)

**A.** The discharge or deposit of mud, rock, sand or dirt where pursuant to a construction permit issued by the City or permit issued by the Director of Public Works;

**B.** The discharge of oil or petroleum products or animal waste in the normal utilization by vehicles or animals of any public roads, streets and highways;

**C.** The discharge of any of the foregoing upon any such public road, street or highway where pursuant to permit issued by the Director of Public Works as hereinafter provided.

The Director of Public Works, or upon his refusal or failure to act, the City Manager may issue permits for the limited discharge of any of the foregoing into the public streets, roads and highways, as well as alleys, of the city of Lakewood for limited periods of time under such conditions as will reasonably insure that such discharge will not be detrimental to the public health, safety and welfare. Such permits shall be issued in accordance with the provisions, where applicable, of the Highway Permit Ordinance. A fee shall be charged for the issuance of such

permit in the amount specified in the Highway Permit Ordinance; and if none then in the amount established by the City Council by Resolution. Such permit shall specify the material to be discharged, the date, time and place of discharge, and the amount of discharge.

No person shall violate any provision of this Section or fail to comply with any of the requirements of a permit, if any, issued pursuant to this Section. Any person violating any of said provisions or failing to comply with said requirements shall be guilty of a misdemeanor, as set forth in Section 1200 of the Lakewood Municipal Code. In addition, the City Council hereby finds and determines that this Section is necessary to prevent obnoxious discharge of waste materials and other materials into public roads, streets and highways, and also to prevent obstructions to the free use of public places, roads, streets and highways, as well as to prevent interference with the comfortable enjoyment of life and property by an entire community or a considerable number of persons and that, therefore, the activity herein defined as unlawful, unless regulated pursuant to a permit, is a public nuisance.

SECTION 6. Section 4325 of the LMC is hereby amended to read as follows:

**4325. TREES.** The Director of Public Works shall have full power and authority over the planting, removal and maintenance of trees and shrubs in or upon any public street or public ground and shall have the right and power to establish rules and regulations relating thereto. Said Director or his delegated representative shall have the power to cause the trimming or removal of any tree or shrub in or upon any public street or public ground which is diseased or is endangered, or which may endanger the security or usefulness of any public streets or sidewalks.

SECTION 7. 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 8. 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 \_\_\_\_ day of \_\_\_\_\_, 2020, by the following roll call vote:

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

ATTEST:

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Mayor

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City Clerk

# DIVIDER SHEET

*Reports*

## **COUNCIL AGENDA**

November 10, 2020

**TO:** Honorable Mayor and City Council

**SUBJECT:** Professional Services Agreement (PSA) for design and engineering services for Well 13A Treatment Plant Project.

### **INTRODUCTION**

Well 13A located at CandleVerde Park was removed from service in March 2020 due to increasing levels of arsenic concentration. A treatment system is required to bring the well back into service. A pilot study was conducted in July 2020 and it determined that removal of the arsenic is feasible.

### **STATEMENT OF FACT**

A Request for Proposal (RFP) for design and engineering services was issued on October 7, 2020, with one qualified bid received from Murraysmith, Inc. by the due date of October 23, 2020. The bid price of \$281,050 received from Murraysmith, Inc. was much higher than our estimates, and the proposed schedule a lot longer than expected, so staff immediately began to look for ways to lower costs related to this bid. After a review of the proposal, staff was able to negotiate prices on certain portions of the proposal, and modify the scope of work to arrive at a more manageable bid price of \$155,000. After negotiating the received proposal and taking into account both their qualifications and previous work performance, City staff confidently selects Murraysmith, Inc. to provide the design and engineering services for the project.

### **SUMMARY**

With a modified scope and negotiated proposal, as well as their qualifications and previous work experience, City staff selects Murraysmith, Inc. to be the consultant for this project. The design phase of this project will begin once this agreement is awarded, then an RFP for construction will be issued with the completed design. The construction phase of the project is expected to begin early 2021 and be completed by June 2021.


### **FISCAL IMPACT**


Water Capital Improvement Program reserve has sufficient funds to cover the project.

### **RECOMMENDATION**

Staff recommends that the City Council:

1. Appropriate \$170,000 (which includes a 9.7% contingency) in Water Reserve Fund for Well 13A Treatment Plant Project
2. Award a Professional Services Agreement (PSA) in an amount not to exceed \$155,000 to Murraysmith, Inc. of Portland, OR for design and engineering services for Well 13A Treatment Plant Project
3. Authorize the Mayor to sign the contract in a form approved by the City Attorney

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

  
Thaddeus McCormack  
City Manager

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

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

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

# *Housing Successor*

**CITY OF LAKEWOOD SUCCESSOR AGENCY - HOUSING  
FUND SUMMARY 10/29/2020**

In accordance with section 2521 of the Lakewood Municipal Code there is presented herewith a summary of obligations to be paid by voucher 393 through 394. Each of the following demands has been audited by the Director of Administrative Services and approved by the City Manager.

3901	HOUSING SUCCESSOR AGENCY	3,850.00
		<hr/>
		<b>3,850.00</b>

Council Approval

\_\_\_\_\_  
Date

\_\_\_\_\_  
City Manager

Attest

\_\_\_\_\_  
City Clerk

\_\_\_\_\_  
Director of Administrative Services

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

<b>CHECK #</b>	<b>CHECK DATE</b>	<b>VEND #</b>	<b>VENDOR NAME</b>	<b>GROSS</b>	<b>DISC.</b>	<b>CHECK AMOUNT</b>
393	10/29/2020	40572	CHICAGO TITLE CO	150.00	0.00	150.00
394	10/29/2020	2177	SINDAHA SAMIR	3,700.00	0.00	3,700.00
<b>Totals:</b>				<u>3,850.00</u>	<u>0.00</u>	<u>3,850.00</u>