

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

May 11, 2021

*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.*

**ADJOURNED MEETING:**

6:00 p.m.

PUBLIC HEARING - INTRODUCTION OF ORDINANCE NO. 2021-2;  
AMENDING ARTICLE IX OF THE LAKEWOOD MUNICIPAL CODE PERTAINING TO SIGN  
REGULATION UPDATES - The Economic Development Committee recommends the City Council  
conduct a public hearing to introduce the proposed ordinance and approve the related Notice of  
Exemption.

MAPLE ROOM

**CALL TO ORDER**

7:30 p.m.

**INVOCATION:** Pastor Candace Kelly, Acts Community Bible Church

**PLEDGE OF ALLEGIANCE:** Council Member Vicki Stuckey

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

**ANNOUNCEMENTS AND PRESENTATIONS:**

**ROUTINE ITEMS:**

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

RI-1 MEETING MINUTES - Staff recommends City Council approve Minutes of the Meeting held April 27, 2021

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.

## **City Council Agenda**

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

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

RI-5 RESOLUTION NO. 2021-15; 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-6 ADOPTION OF STANDARD SPECIFICATIONS FOR PUBLIC WORKS CONSTRUCTION, 2021 EDITION, RESOLUTION NO. 2021-16 - Staff recommends City Council adopt proposed resolution.

### **PUBLIC HEARINGS:**

1.1 AWARD OF BID FOR PUBLIC WORKS PROJECT NO. 2021-2, LAKEWOOD EQUESTRIAN CENTER ABATEMENT AND DEMOLITION - Staff recommends City Council and adopt specifications and working details for project; award contract in amount of \$105,530.00 to low bidder, Interior Demolition Inc. and authorize Mayor to sign contract in a form approved by City Attorney; authorize staff to approve a cumulative total of change orders, as necessary, not to exceed \$21,000; and authorize air quality monitoring and clearance services from SCS Engineers in an amount not to exceed \$38,000 and authorize Mayor to sign the proposal.

### **REPORTS:**

3.1 TRANSMITTAL OF LETTER TO EXERCISE OPTION TO PURCHASE LEASED HELICOPTER - Staff recommends City Council direct the City Manager to transmit written notice to Marquette Bank by June 2, 2021, expressing Lakewood's intent to exercise the Option to Purchase to purchase the helicopter for the Purchase Value of \$1.00.

## **AGENDA**

### **LAKESWOOD 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)

*Adjourned*

## **COUNCIL AGENDA**

May 11, 2021

**TO:** Honorable Mayor and members of the City Council

**SUBJECT:** Proposed Sign Regulation Update Ordinance

### **INTRODUCTION**

The purpose of this ordinance is to update, clarify, and modify the Lakewood sign regulations to streamline the sign review process and to reflect current trends in commercial signage. In addition, the proposed changes will assist with local economic recovery, as many commercial tenant spaces are transitioning from one business to another. The updated ordinance will help businesses that would like to rebrand themselves to regenerate and invigorate their commercial image as we transition out of pandemic driven closures. The proposed modifications will do the following:

- Expedite processing of commercial sign requests and reduce the staff time required to process sign applications. Most sign reviews that now go to the Development Review Board (DRB), a multiple week decision process, will be replaced with a simple staff review process, that often can be done with a same day over the counter review.
- Specifically list and prohibit certain unwanted signs. Assist in the enforcement and removal of such signs as A-frames, H-frames, feather flags, inflated devices, mannequins, and sign twirlers.
- Removes conflicts with current court decisions regarding limitations on sign content and election sign time limits.
- Updates and clarifies some outdated, confusing, and conflicting sign regulations.
- Establishes consistent standards for certain sign standards in terms of height and size.
- Allows buildings with three-stories or more to have signs proportional to their size.
- Increases flexibility in temporary sign programs to reflect current commercial needs.

### **STATEMENT OF FACTS**

On March 4, 2021, the Planning and Environment Commission adopted Resolution 3-2021 recommending that the City Council adopt the proposed ordinance and approve the related Notice of Exemption.

The Economic Development Committee (Committee) met in two study sessions on March 23, 2021 and April 6, 2021 to review and comment on the proposed ordinance. Based on the Committee's input, staff made additional changes to the ordinance and clarified the guidelines for the temporary sign permit program. A copy of the new temporary sign permit application is attached. The Committee recommended that the ordinance be brought forward to the City Council for consideration of approval at a public hearing.

*The Proposed Ordinance Addresses the Following:*

**STAFF REVIEW** – It will allow staff review of signs, which will expedite the sign review process, allow faster permit issuance, and reduce the Development Review Board (DRB) workload. In addition to the sign review, staff will confirm that the proposed commercial uses are currently compliant with maintenance, accessibility, and trash collection responsibilities. In many cases the planning sign approval will be granted with a same day review.

**PROHIBITED SIGNS** – The Lakewood Municipal Code (LMC) zoning regulations are generally written in a permissive format, meaning the LMC states what is allowed but does not elaborate on what is not allowed. The proposed sign ordinance will for the first time specifically list prohibited signs. Among these prohibited signs are: roadside flag signs, A-frame, H-frame or other moveable sidewalk signs, pennants, balloons, inflatables, air-injected, vehicles or trailers being used as portable signs, human sign twirlers and mechanical mannequins. Residential properties are required to be protected from excessive illumination, sound, or other interference from signs. These proposed regulations increase the general protection of public property from unwanted signs, including those that may interfere with the preservation of pedestrian and traffic safety.

**CONFLICTS, CLARITY AND CONSISTENCY** – Removes conflicts with current court rulings regarding limitations on sign content and election sign time limits. The ordinance will require election signs to be removed no later than 10 days following an election, as allowed by those court rulings. The proposed update clarifies outdated, confusing and/or conflicting sign regulations and establishes consistent standards for certain sign standards regarding height, size, and proportional coverage. Current regulations had various sign heights and sizes for simple signs. The proposed regulations will standardize all these to not exceed seven (7) feet in height and thirty-two square feet in area, which is one sheet of plywood mounted on two 4" x 4" posts. There are two different and conflicting standards for window signs. The proposed ordinance creates one standard limiting the maximum window coverage not to exceed 25%.

**THREE OR MORE STORY BUILDINGS** – Sign regulations are modified to allow these tall buildings to have signage proportional to their size. Current sign standards do not allow Farmers and Merchants Bank to replace the parapet branding that was previously on the building at 4090 Lakewood Boulevard with similar sized signage. Under the current ordinance, the signs on three sides of the building would be limited to fifty square feet. The previous signs were between 300 to 400 square feet in area and the proposed standards will limit such parapet signs on buildings over three stories in height to not exceed 400 square feet.

**TEMPORARY SIGNS** – Establishes temporary sign programs to reflect current commercial needs and practices and to create opportunities to gain greater compliance with signage for seasonal uses and ongoing temporary promotional sign programs, such as drive-thru restaurants. The proposed regulations will allow creation of an annual permit program to authorize certain businesses (e.g. fast food drive-thru restaurants) to legally continue their promotional temporary sign programs that rotate normally on a monthly or holiday seasonal basis. The regulations will also allow greater flexibility in establishing time limits for such temporary promotional signs such

as “Coming Soon”, “Grand Opening”, “Christmas Sale” or to identify seasonal/promotional “Pop Up” stores.

### **CEQA**

The proposed ordinance is exempt from CEQA pursuant to CEQA Guidelines Section 15061(b)(3), which is the general rule that CEQA applies only to projects which have the potential for causing a significant effect on the environment and CEQA does not apply where it can be seen with certainty that there is no possibility that the activity may have a significant effect on the environment. This ordinance has no impact on the physical environment as it will only modify administrative procedures and not result in any changes to the physical environment.

### **PUBLIC NOTICE**

Pursuant to Section 9422 of the Lakewood Municipal Code and State Law, notice of the public hearing for this amendment was posted on the City’s webpage on April 26, 2021 posted in three public places on and published in the Press Telegram newspaper on April 26, 2021 pursuant to Section 9422, et seq., of the Lakewood Municipal Code and State Law.

### **RECOMMENDATION**

On March 4, 2021, the Planning and Environment Commission adopted Resolution 3-2021 recommending that the City Council adopt the proposed ordinance and approve the related Notice of Exemption. The Economic Development Committee recommends that the City Council hold a public hearing to introduce the proposed ordinance amending the Lakewood Municipal Code, pertaining to sign regulations, and approve the related Notice of Exemption.

  
Abel Avalos  
Director of Community Development

  
Thaddeus McCormack  
City Manager

Attachments:  
Sign Update Ordinance 2021  
Temporary Sign Permit Application

## **RESOLUTION NO. 2-2021**

A RESOLUTION OF THE PLANNING AND ENVIRONMENT COMMISSION OF THE CITY OF LAKEWOOD RECOMMENDING TO THE CITY COUNCIL APPROVAL OF A PROPOSED ORDINANCE AMENDING ARTICLE IX OF THE LAKEWOOD MUNICIPAL CODE PERTAINING TO SIGN REGULATION UPDATES.

THE PLANNING AND ENVIRONMENT COMMISSION OF THE CITY OF LAKEWOOD DOES HEREBY FIND, RESOLVE, AND DETERMINE AS FOLLOWS:

SECTION 1. The Planning and Environment Commission ("Commission") conducted on the 4<sup>th</sup> day of March 2021, a public hearing following proper notice of the hearing as to the time and manner as required by law. The public hearing considered an ordinance proposing to amend the Lakewood Municipal Code pertaining to sign regulation modifications and updates.

The Commission hereby submits its report, findings, and recommendation to the City Council regarding this ordinance. A summary of the hearing is set forth in the Minutes of the Planning and Environment Commission, attached hereto and made a part hereof. The Secretary of the Commission is directed to attach the Minutes of the hearing to the Resolution when prepared and forward those to the City Council for review and consideration, whether or not first approved by the Planning and Environment Commission.

SECTION 2. This ordinance is exempt from the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15061(b) (3) which is the general rule that CEQA applies only to projects which have the potential for causing a significant effect on the environment. CEQA does not apply where there is no possibility that the activity may have a significant effect on the environment. This ordinance has no impact on the physical environment as it will only modify administrative procedures.

SECTION 3. The Planning and Environment Commission finds that the Lakewood Municipal Code of the City of Lakewood should be amended for the following reasons and findings:

A. That the public health, safety and general welfare of the City and its residents requires the development and adoption of this zoning ordinance. The ordinance is needed to clarify and update local sign regulations. This is needed to maintain and enhance the character and lifestyle of the City and to encourage economic growth through the expansion and retention of local commercial businesses and allowing them to compete equally with other commercial entities in the region.

B. That the Planning and Environment Commission held a duly noticed public hearing on March 4, 2021 at which time it considered all evidence presented, both written and oral and at the end of the hearing voted to adopt a resolution recommending that the City Council adopt this ordinance.

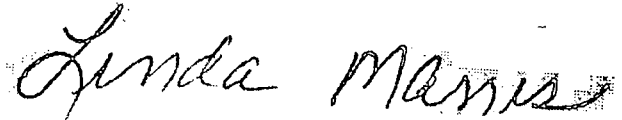
C. That the Planning and Environment Commission determined that the proposed ordinance was necessary to streamline sign review procedures, have legally consistent sign regulation and sign development standards, eliminate outdated provisions, accommodate larger signs on multiple story buildings and create greater flexibility in the temporary sign regulations.

SECTION 5. This ordinance complies with the authority granted by, and the current regulatory mandates, of the California Constitution and State law, relating to local zoning regulation of single-family residential development.

SECTION 6. Based on the aforementioned findings, the Planning and Environment Commission recommends to the City Council that the City Council prepare and adopt after holding a public hearing as required by law, the attached ordinance pertaining to sign regulation updates.

ADOPTED AND APPROVED this 4<sup>th</sup> day of March 2021, by the members of the Planning and Environment Commission voting as follows:

AYES: Commissioners: McKinnon, Baca, Ung, Manis  
NOES: Commissioners: Samaniego  
ABSENT: Commissioners:  
ABSTAIN: Commissioners:



Linda Manis, Chairperson

ATTEST:



Abel Avalos, Secretary





## City of Lakewood

5050 N. Clark Avenue • Lakewood, California 90712 • (562) 866-9771

### **Temporary Sign Permit Application**

*No business address may be issued more than a combined total of four (4) temporary sign permits in a calendar year. The combined total sign area of permanent and temporary signage shall not exceed 25% of the exterior wall and window space of any business. There shall be no more than one temporary sign allowed per building elevation, unless otherwise approved by an annual promotional sign program. (04/30/2021)*

**Business Name/Address** \_\_\_\_\_

**Applicant** \_\_\_\_\_ **Phone** \_\_\_\_\_

**Address** \_\_\_\_\_ **City** \_\_\_\_\_ **ZIP** \_\_\_\_\_

**Applicant E-Mail** \_\_\_\_\_

*(Any applicable refund of the sign removal deposit will be sent to the applicant at the above address.)*

**Indicate the purpose of the Temporary Signs being requested:**

**Deposit: \$100.00**

*(Temporary signs include banners, posters, and marquee type signs).*

- ☐ Pre-Store Opening/Closing (e. g. "Coming Soon") - Not to exceed 60 days.
- ☐ Post Store Opening (e. g. "Now Open" or "Grand Opening") – Not to exceed 60 Days.
- ☐ Temporary Store Identification (e. g. Seasonal or new business) – Not to exceed 90 days.
- ☐ Promotional Sales (e. g. Car Sales) – Not to exceed 45 days per permit.
- ☐ Holiday Sales – Not to exceed 60 days before or 10 days after a specified holiday.

- ☐ **Annual Promotional Sign Program.** *(No banners allowed in this program.)*

**Deposit: \$500.00**

An ongoing promotional sign program may be approved to allow certain businesses (e. g. Drive-thrus) to periodically change promotional poster-type signs in fixed locations. This program may approve multiple sign locations per business elevation oriented towards the drive-thru or pedestrian patrons. Sign locations, sizes and normal poster rotation duration shall be specified.

**PLEASE BE AWARE:** Temporary signs shall be removed on or before the specified removal date. All signs shall be maintained in good repair, tightly tethered or affixed, and in aesthetically pleasing manner free of graffiti. Failure to remove or properly maintain will result in forfeiture of the sign permit deposit. An inspection will occur after the required removal date to verify the signs have been removed as agreed. *The following signs are generally prohibited: A-Frame, H-wire frame, flag-type, air-inflated or infused, portable trailer, any mechanical or human sign holder/ twirler or any signs in/on/obstructing/interfering with public right of way (sidewalk, roadway, alley) or any public or utility structure.*

**Indicate the type, size, number, location, and duration of Temporary Signs being requested:**

**Installation Date:** \_\_\_\_\_ **Required Removal Date:** \_\_\_\_\_ **Number of Signs:** \_\_\_\_\_

**Application Accepted/Bond Deposited By:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Zone:** \_\_\_\_\_ *(On back of page illustrate the location and size of each sign or submit as separate sheet)*

**Location, Size and Duration of Proposed Temporary Signs**

(Please properly dimension location and sizes of proposed temporary signs and list the proposed duration.)

**SITE PLAN AND ELEVATION**

**Start Date (Installation):**

**End Date (Removal):**

ORDINANCE NO. 2021-2

AN ORDINANCE OF THE CITY OF LAKEWOOD AMENDING  
ARTICLE IX OF THE LAKEWOOD MUNICIPAL CODE  
PERTAINING TO SIGN REGULATION UPDATES

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

SECTION 1. INTENT. Article IX Planning - Zoning of the Lakewood Municipal Code is hereby amended as provided in this Ordinance to update and clarify sign regulations, pursuant to Public Hearings before the Planning and Environment Commission and the City Council.

SECTION 2. PURPOSE. The purpose of this ordinance is to update, clarify and modify Lakewood sign regulations in order to streamline the sign review process and to reflect current trends in commercial signage. The proposed ordinance conforms with current court rulings on sign content, corrects some internal conflicts within the regulations and will assist businesses in recovering by encouraging acceptable advertising practices. Increased clarity in regulation will facilitate both better compliance and enforcement of these regulations.

SECTION 3. Section 9502.2. of Article IX of the Lakewood Municipal Code regarding the definition of Advertising Sign is hereby repealed in its entirety and replaced to read as follows:

**9502.2. ADVERTISING SIGN.** Any sign which is not any of the following: an identification sign, a directional sign, an official notice, a legal notice, or a sign required by law, ordinance, or a City permit approval.

SECTION 4. Section 9502.3. of Article IX of the Lakewood Municipal Code, regarding the definition of Aerial Sign, is hereby repealed in its entirety and replaced to read as follows:

**9502.3. AERIAL SIGN.** Any sign that is attached to, painted on, or suspended from a balloon, kite, or similar airborne or inflated object, or simply consists of such an airborne, air-infused, or air-inflated object secured to property within the City of Lakewood.

SECTION 5. Section 9502.5. of Article IX of the Lakewood Municipal Code regarding the definition of Average Ground Level is hereby repealed in its entirety and replaced to read as follows:

**9502.5. AVERAGE GROUND LEVEL.** The mean ground level of a building site and building elevation.

SECTION 6. Section 9502.13. of Article IX of the Lakewood Municipal Code regarding the definition of Height of Sign is hereby amended to read as follows with the related diagrams:

**9502.13. HEIGHT AND WIDTH OF SIGNS.** The height of a sign shall be the overall height of the sign, including all portions of the sign structure above the curb grade or the crown of the adjacent roadway to which it is oriented, whichever is higher. The height and area of signs shall be as illustrated below.

SECTION 7. Section 9502.15. of Article IX of the Lakewood Municipal Code regarding the definition of Identification Sign is hereby repealed in its entirety and replaced to read as follows:

**9502.15. IDENTIFICATION SIGN.** A sign identifying the address, use, logo or name of the building, facility or complex name or the name of the business or residents who occupy the lot or the building where the sign is placed.

SECTION 8. Section 9502.16. of Article IX of the Lakewood Municipal Code regarding the definition of Illegal Sign is hereby repealed in its entirety and replaced to read as follows:

**9502.16. ILLEGAL SIGN.** A sign which lacks one or more of the following if required at-the time of erection or alteration: Development Review Board approval, any planning staff approval, Building and Safety plan check approval or a building permit with a successful final inspection. Illegal signs include those with an expired permit or a sign that was nonconforming but is now illegal as specified in this Part, or has otherwise been constructed, erected, or altered in violation of the provisions of this Part.

SECTION 9. Section 9502.17. of Article IX of the Lakewood Municipal Code regarding the definition of Incidental Signs is hereby repealed in its entirety and replaced to read as follows:

**9502.17. INCIDENTAL SIGN.** An information sign that may include, but is not limited to, hours of operation, open/closed signs, accepted credit cards, contact and delivery information.

SECTION 10. Section 9502.18. of Article IX of the Lakewood Municipal Code regarding the definition of Integrated Commercial Site is hereby repealed in its entirety and replaced to read as follows:

**9502.18. INTEGRATED COMMERCIAL SITE.** Any site within a commercial or manufacturing zone, regardless of the number of lots or individual tenants thereof, that is developed with common parking, layout, architecture, or design features as determined and approved by the Community Development Director or designee.

SECTION 11. Section 9502.18.a. of Article IX of the Lakewood Municipal Code regarding the definition of Light Pole Banner is hereby repealed in its entirety and replaced to read as follows:

**9502.18.a LIGHT POLE BANNER.** Any banner fabricated, installed, and maintained as authorized and pursuant to Section 9516 of this Part, including any brackets, hardware and poles necessary for attaching banners to a parking lot light standard. “Banner” as used herein does not include Signs as defined in Section 9502.34 or any regulation in this part pertaining to signs, except as provided in Section 9516, regarding Light Pole Banner Program.

SECTION 12. Section 9502.32. of Article IX of the Lakewood Municipal Code regarding the definition of Roof Sign is hereby repealed in its entirety and replaced to read as follows:

**9502.32. ROOF SIGN.** A roof sign is any sign which has a point of attachment to the roof of a building, erected upon or above a roof or a parapet wall of a building or placed above the apparent flat roof or eaves of a building.

SECTION 13. Section 9502.36. of Article IX of the Lakewood Municipal Code regarding the definition of Temporary Sign is hereby repealed in its entirety and replaced to read as follows:

**9502.36. TEMPORARY SIGN.** Any sign that is only intended for temporary use, regardless of materials used. Temporary signs may be included in an approved annual temporary sign permit program for recurrent temporary sign uses such as a drive-thru restaurant with seasonal promotional sign programs.

SECTION 14. Section 9502.40. of Article IX of the Lakewood Municipal Code regarding the definition of Width of Sign is hereby repealed in its entirety and replaced to read as follows:

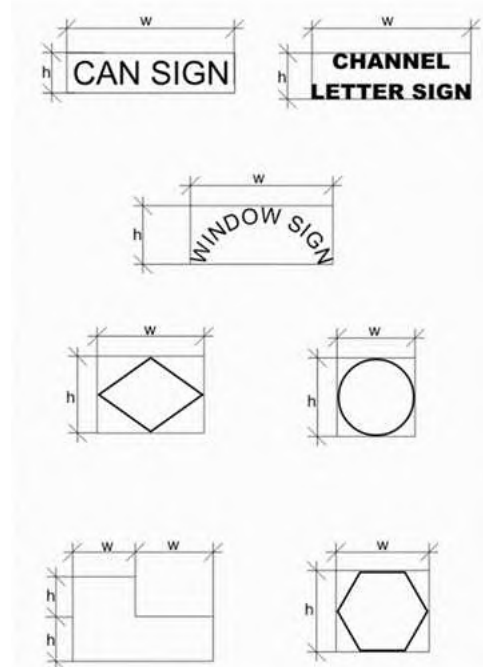
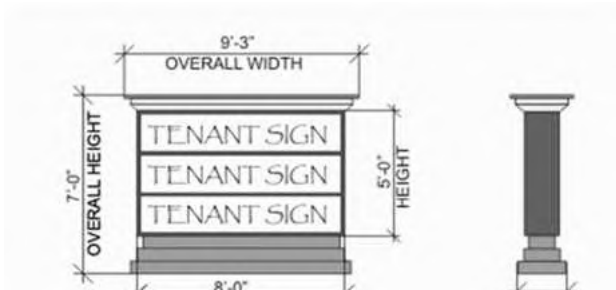
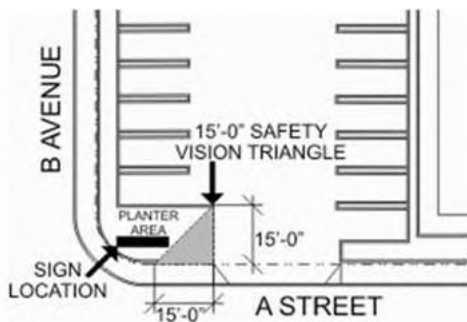
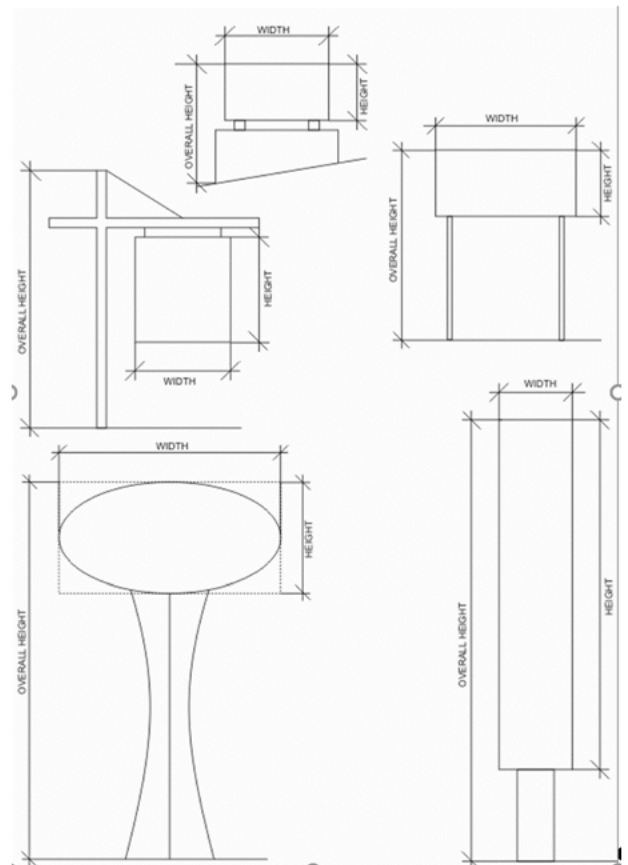
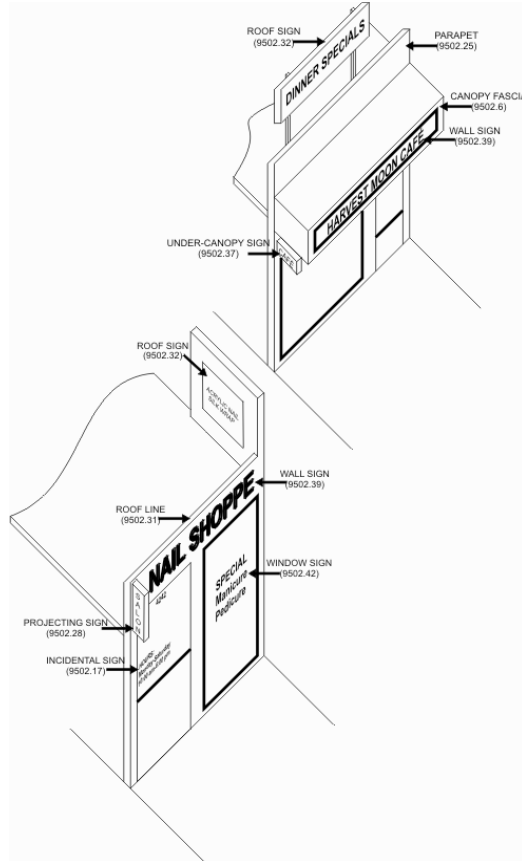
**9502.40. WIDTH OF SIGN.** The width of a sign shall be the overall width of the sign, including all portions of the sign structure.

SECTION 15. Section 9502.41. of Article IX of the Lakewood Municipal Code regarding the definition of window area, is hereby repealed in its entirety and replaced to read as follows:

**9502.41. WINDOW AREA.** Any building area covered with clear or translucent material such as glass or plexiglass, which has not been permanently covered by an opaque covering such as paint or wood. However, if such an area has been covered and serves as a background for a sign, then such opaque area will be considered a window area and the sign a window sign for the purposes of calculating window area and allowed window signs. Signs enclosed in glass encasements such as movie poster marquees shall not be defined as window signs and may be approved as a portion of allowed permanent or temporary signage.

SECTION 16. Section 9502.43. of Article IX of the Lakewood Municipal Code regarding Sign Illustrations, is hereby added to be displayed as follows. The illustrations contained previously in Sections 9502.4 Area of Sign, 9502.6 Canopy Fascia, 9502.13 Height of Sign and 9502.42 Window Sign are hereby repealed and replaced by the illustrations displayed below. This action does not affect any text in the above referenced sections. Such text remains in full force and affect, unless otherwise amended by another section of this ordinance.

**9502.43. SIGN ILLUSTRATIONS.** The purpose of these sign illustrations is to provide a visual reference and guide to implementation of the Lakewood sign regulations, including those regarding the height, width, area, and type of signs allowed. The illustrations indicate the width (“w”) and the height (“h”) measurements that are necessary to calculate sign area.



SECTION 17. Section 9503.A. of Article IX of the Lakewood Municipal Code regarding the General Regulations Prohibited Signs is hereby repealed in its entirety and replaced to read as follows:

**9503. GENERAL REGULATIONS.**

**A. PROHIBITED SIGNS.** The following signs are not allowed, except as otherwise provided in this Part; Any flag-type A-frame, H-wire frame, or other moveable sidewalk signs, pennants, balloons, inflated, air-infused, any mechanical mannequin or human sign holders or twirlers and any vehicles or trailers being used as portable signs. No sign, except as otherwise provided by this Part, shall be erected, maintained, approved, or permitted where the sign:

1. Illumination exceeds .5-foot candles at any residential property line.
2. Interferes with the reasonable use and enjoyment of a residential property, as determined by the Director of Community Development.
3. Emits sound, smoke, visible particles, or odors, except that speakers on drive-through facilities shall be permitted.
4. May, by reason of its size, color, design, content, location or means of illumination, be construed as, or confused with, any official traffic control device, street signs, or signal which interferes with safe vehicle operations and pedestrian safety.
5. Has any visible moving parts or any portion that moves, rotates, or in any way gives the illusion of motion, including all aerial signs and air injected objects designed to attract attention, except those signs approved with changeable messages. This includes a person holding or twirling an advertising sign on a public sidewalk, alleyway or roadway.
6. Encroaches into any public right-of-way or property, except as herein provided.
7. Is attached to any public utility pole or structure, light pole, or tree.
8. Is erected, placed, suspended, attached, or maintained over any public street or other public way or place, including any cloth or canvas sign or banner for any purpose whatsoever without a permit from the City.

SECTION 18. Section 9504.D. of Article IX of the Lakewood Municipal Code regarding Exempt Signs, Real Estate Signs is hereby repealed in its entirety and replaced to read as follows:

**D. REAL ESTATE SIGNS.** Signs advertising the sale, lease or rent of the property upon which it is located and the identification and contact information of the person or firm handling such sale, lease or rent shall comply with the following:

1. One unlighted, free-standing real estate sign per frontage, not exceeding 8 square feet in area per face and not exceeding 7 feet in height from grade level pertaining only to the sale, lease, or rental of the particular building or property upon which displayed, in an R-1, M-F-R, R-A, or A zone.
2. One unlighted real estate sign for each 300 feet of frontage and allow one sign per frontage, not exceeding 32 square feet in size, pertaining only to the sale, lease, or rental of the particular building or property in a commercial, manufacturing, or open space zone.
3. Unlighted such real estate sign is displayed, up to 4 square feet in area per face, and pennants used for an open house activity, provided that a real estate agent is

present at the site for sale and no signs encroach on the public right-of-way.

SECTION 19. Section 9504. H. of Article IX of the Lakewood Municipal Code regarding Exempt Signs, Church Signs, is hereby repealed in its entirety and replaced to read as follows:

**H. CHURCH SIGNS.** Signs, not more than one per street frontage, pertaining to, and where located on, the premises of a church establishment. Such signs shall not exceed 32 square feet in area per face and 7 feet in height, exclusive of architectural features.

SECTION 20. Section 9504.I. of Article IX of the Lakewood Municipal Code regarding Exempt Signs, Temporary Window Signs is hereby repealed in its entirety and replaced to read as follows:

**I. WINDOW SIGNS.** In the commercial and manufacturing zones the combination of temporary and permanent advertising signs located on windows, shall not exceed 25% of the total area of the first 25 feet in height of the building elevation upon which they are placed, except as follows or as part of a temporary sign permit program. Seasonal window decorations and graphics are allowed and are not subject to any percentage restrictions. Perforated window screening material that shades windows with or without graphics and that allow a view of the outside from the building interior are allowed and are not subject to percentage restrictions.

SECTION 21. Section 9504.N. of Article IX of the Lakewood Municipal Code regarding Exempt Signs, Political Signs, is hereby added to read as follows:

**N. POLITICAL SIGNS.** Unlighted political signs shall be allowed without permit prior to an election and up to ten (10) days after the same election, provided that no sign is located within the vision clearance triangle specified in Section 9503.D or is otherwise maintained in a manner that makes it an obstruction or nuisance. The candidate and/or campaign manager shall be responsible for removal of signs.

SECTION 22. Section 9505. of Article IX of the Lakewood Municipal Code regarding Limitations on Permanent Signs is hereby repealed in its entirety and replaced to read as follows:

**9505. LIMITATIONS ON PERMANENT SIGNS.** Permanent signs which are not exempted by Section 9504 shall be subject to the following conditions and limitations, in addition to the general prohibitions contained in Section 9503.

**A. ILLUMINATION.**

1. No sign over 4 square feet in area shall be wholly or partially illuminated by unshielded lighting of any type.
2. No sign shall use mirrors reflecting a direct light source, or utilize flashing, blinking, or "running" lights, except as authorized in changeable message signs.

**B. MATERIALS.**

1. All signs and their supporting structures shall be composed of metal, wood, plastic, paint, or comparable weather-resistant material.
2. The background façade behind each proposed wall sign or other sign type



attached to a building shall be properly patched and fully repainted one continuous color prior to installation of the sign.

3. All portions of signs, including the display surface and the sign supports, braces, guys, anchors, and electrical equipment, shall be kept in good repair and maintained in safe, neat, clean, and attractive condition at all times.

4. Any graffiti shall be removed within 3 days of notice by the city.

**C. CONSENT OF PROPERTY OWNER.** No person, except a public officer or employee in the performance of a public duty, or a private person in giving a legal notice, shall paste, post, paint, nail, or tack or otherwise fasten, any card, banner, handbill, sign, poster, advertisement or notice of any kind upon any property without the written consent of the owner, holder, lessee, agent, or trustee thereof.

**D. SIGN REVIEW.** Approval of the size, design, location, and any required landscaping planter is required for all of the following signs by the Community Development Director or designee or by referral to the Development Review Board by the Director:

1. **Allowed Signs.** Directional, warning, or information signs or sign structures required by, allowed by, or authorized by, Federal or State law or regulation, or by a City ordinance, resolution, regulation, or minute order, a planning approval, or by administrative guidelines established by and on file with the Community Development Director. These signs shall be allowed, subject to approval of the size, design, and placement.

2. **Readerboards or Electronic Message Boards** on church or private school sites.

3. **Drive-Through Signs.** Signs such as advance order and menu boards, on the interior driveways of drive-through facilities.

4. **Flag Canopies.** Flag canopies erected and maintained at automobile sales lots.

**E. OTHER GENERAL PROVISIONS.**

1. Colors for all signs shall be harmonious with the area and the store where the signs are located.

2. All signs and their supporting structures shall be enclosed as to prevent infestation by birds and vermin, shall be structurally safe, and shall be maintained in good condition at all times.

3. Logos or identification symbols shall be considered signs and shall conform to all provisions of this Part.

SECTION 23. Section 9506. of Article IX of the Lakewood Municipal Code regarding Signs in Commercial and Manufacturing Zones is hereby repealed in its entirety and replaced to read as follows:

**9506. SIGNS IN COMMERCIAL AND MANUFACTURING ZONES.** Any sign not prohibited by Section 9503 or exempted by Section 9504 shall be allowed in any commercial or any manufacturing zone, subject to the general provisions of Section 9505 and, in addition, shall be subject to the following conditions and limitations.

**A. FREE-STANDING SIGNS.**

1. The number of free-standing signs permitted shall be one sign for each street frontage, unless otherwise approved with a conditional use permit.

2. No free-standing sign shall be placed closer than 25 feet from another freestanding sign, except where this would prohibit a property from having one such sign. No portion of a sign shall be closer than 1 foot from a common property line.
3. No individual free-standing sign shall exceed 25 feet in height.
4. The area of any free-standing sign shall not exceed 120 square feet, unless otherwise authorized by this Part.

#### **B. NON-FREE-STANDING SIGNS**

1. **Prohibited.** No sign except those exempted by Section 9504 may be placed on a building elevation which faces a residential zone less than 20 feet away from that sign.
2. **Primary Elevation.** The primary elevation of a business shall be directly abutting either a street or a parking area. If there is a choice, a business owner may choose which elevation is considered the primary elevation, except that in a multi-tenant building the owner must choose an elevation which is adjacent to a contiguous business primary elevation.
3. **Secondary Elevations.** Any elevation of a building not determined to be a primary elevation shall be considered a secondary elevation.
4. **Allowable Sign Area.** Allowable sign area will be determined for each business or commercial enterprise requesting a sign. The sign area to be allowed on any building face or elevation of a business shall be calculated as a percentage of the area of that elevation occupied by the business. All permanent signs, including permanent window signs and excepting exempt signs and those signs specified in Section 9505.A.4, shall be included in summing the area of actual signage.
  - a. The allowable permanent sign area for a primary elevation of a one or two-story business shall not exceed 20% of the area of the first 25 feet in height of that elevation and shall not exceed a maximum of 200 square feet.
  - b. The allowable permanent sign area for a secondary elevation of a one or two-story business shall not exceed 5% of the area of the first 25 feet in height of that elevation and shall not exceed a maximum of 50 square feet.
  - c. The allowable permanent sign area for a three or more-story commercial or manufacturing building shall not exceed 20% of the total area of the elevation to which they are attached and shall not exceed a maximum of 500 square feet for all signs on a single elevation and no one sign shall exceed 400 square feet in area.
  - d. The total area of permanent window signs on a particular elevation may not exceed 25% of the total window area on that elevation.
  - e. Projecting signs shall not exceed 4 square feet in area per face.
  - f. Under canopy signs shall not exceed 4 square feet in area per face.
5. **Location of Signs.**
  - a. No sign shall project above the parapet, canopy fascia, or wall to which it is attached, nor above the roofline if it is attached to the roof, unless otherwise approved by the Development Review Board and shall not exceed 10 feet above such building elements.
  - b. Wall and roof signs shall not project horizontally more than 18 inches from

their attachment to the building.

- c. Projecting and under canopy signs shall have a minimum clearance above grade of 8 feet over walkways and 12 feet over driveways.

6. **Dimensions of Signs.** Sign dimensions shall be consistent with the limitations on sign area and location mentioned herein. Projecting and under canopy signs shall be no larger than 12 inches thick from face to face.

7. **Signs for Buildings from 40,000 to 75,000 Square Feet in Gross Floor Area.** Buildings from 40,000 to 75,000 square feet of gross floor area, located in the C-4 (General Commercial) zone and less restrictive zones may have non-freestanding identification signs of a maximum 200 square feet in area on two elevations. No such sign shall exceed 20% of any elevation.

8. **Signs for Buildings over 75,000 Square Feet in Gross Floor Area**

Buildings of over 75,000 Square Feet of gross floor area, located in the C-4 (General Commercial) zone and less restrictive zones may have non-free standing identification signs of a maximum 200 square feet in area on three elevations. No such sign shall exceed 20% of any elevation.

SECTION 24. Section 9507.of Article IX of the Lakewood Municipal Code regarding Signs in Manufacturing Zones is hereby repealed in its entirety and is not replaced as such signs are addressed in Section 9506.

SECTION 25. Section 9509.of Article IX of the Lakewood Municipal Code regarding Signs in the M-F-R and PD Zones is hereby repealed in its entirety and replaced to read as follows:

**9509. SIGNS IN THE M-F-R AND PD ZONES.** No advertising signs for any products or services are to be displayed in or on any yards, or windows, walls, or doors of structures except for temporary signs posted by licensed contractors during the term of their work at the property. The following signs, if not prohibited by Section 9503 or exempted by Section 9504, shall be allowed in any M-F-R or PD zones subject to the general provisions of Section 9505 and the following conditions and limitations:

A. One unlighted sign for each multiple unit development of five units or more, not to exceed 32 square feet in area or 8 feet in any dimension. Said sign shall contain only the name of the development and the street address. In addition, if said sign is freestanding, it shall not exceed a height of 7 feet.

B. One unlighted directory type sign for each multiple unit development of five units or more, not exceeding 8 square feet in area or 4 feet in any dimension or 7 feet in height, provided such sign is located within an interior court and adjacent to an internal walkway as described in Section 9332.1 (Interior Walkways).

SECTION 26. Section 9510. of Article IX of the Lakewood Municipal Code regarding Signs in the O-S Zone is hereby repealed in its entirety and replaced to read as follows:

**9510. SIGNS IN THE O-S ZONE.** The following signs, if not prohibited by Section 9503 or exempted by Section 9504, shall be allowed in any O-S zone, subject to the general provisions of Section 9505 and the following conditions and limitations:

**A.** One low free-standing type sign shall be permitted for each parcel of land on record, provided that the exclusive use of the sign is to identify the primary use of the parcel, the maximum height of any sign shall be 7 feet from the finished grade to top of the sign, and the sign area shall not exceed 32 square feet.

**B.** One wall sign shall be permitted per building provided that the sign shall not exceed 20% of the area of the building elevation and it does not project more than 18 inches horizontally from the wall of the building.

SECTION 27. Section 9511 of Article IX of the Lakewood Municipal Code regarding Signs Requiring Conditional Use Permit is hereby repealed in its entirety and replaced to read as follows:

**9511. SIGNS REQUIRING CONDITIONAL USE PERMIT.**

**A. Conditional Use Permit Required.** It is the intent of the City to enhance the business environment, as well as the aesthetics and image of the community through proper sign control, to prevent harmful effects and to promote the public convenience, health, safety, and general welfare. The following additional signs shall be permitted subject to a conditional use permit (CUP), as hereinafter provided.

**B. On-Premises Signs** in the commercial and manufacturing zones with CUP, as follows:

1. **Electronic Message Boards** or other changeable copy signs, provided:
  - a. No such changeable non-free-standing sign shall exceed 50% of the overall allowable sign area for the elevations upon which they are placed.
  - b. No sign shall be located within 50 feet of any land zoned for residential use.
  - c. No sign shall exceed a height of 25 feet.
2. **Over Height High Freestanding Signs** in excess of 25 feet in height may be allowed with CUP, provided:
  - a. No more than one sign in excess of 25 feet shall be permitted per site.
  - b. No free-standing sign over 25 feet in height shall be erected, constructed, or maintained, which is 600 feet or further from a freeway off-ramp.
  - c. No free-standing sign shall exceed a maximum height of 50 feet, as measured from the crown of the roadway to which it is oriented.
  - d. The Planning and Environment Commission shall make a finding in each case, determining optimum height in consideration of the lot, use, location, streetscape, adjacent properties, and exposure.
3. **Additional High or Low Free-Standing Signs** in excess of the one allowed per street frontage per site may be allowed with CUP, provided:
  - a. The Planning and Environment Commission shall make a finding determining the need for additional high or low free-standing signs in consideration of lot size, number of tenants thereon, lot configuration, streetscape, and exposure.
  - b. No more than one additional high free-standing sign shall be granted a conditional use permit per each integrated commercial center with less than 1200 linear feet of frontage.
  - c. More than one additional low free-standing sign may be allowed per street frontage with justification to the Planning and Environment Commission.

d. Removal or elimination of pre-existing sign clutter and nonconforming signs shall be encouraged.

4. **Wall Graphic.** A property owner of a commercial or manufacturing zoned property may propose a wall graphic or mural whose area exceeds the maximum allowed for a non-free-standing wall sign subject to a CUP, provided:

a. The Development Review Board reviews and decides to make a positive recommendation to the Planning and Environment Commission, regarding the size, location, neighborhood compatibility and appropriateness of such.

b. The Planning and Environment Commission reviews and decides to approve with a positive finding that the proposal is acceptable in terms of the size, location, and neighborhood compatibility, and overall appropriateness.

**C. Off-Premises Advertising and Billboards** are permitted with CUP, provided:

1. All freeway oriented off-premises advertising structures shall conform to the size, location, and standards established by the State Outdoor Advertising Act.

2. No off-premises advertising shall be in the public right-of-way.

3. No sign shall be located within 50 feet of a residential zone and such signs shall be not oriented towards residential areas if possible.

4. No more than one off-premises sign per site.

5. No off-premises sign shall exceed a height of 25 feet, as measured from the crown of the roadway to which it is oriented.

SECTION 28. Section 9512. of Article IX of the Lakewood Municipal Code regarding Temporary Signs is hereby repealed in its entirety and replaced to read as follows:

**9512. TEMPORARY SIGNS.** Temporary signs are permitted as follows:

**A. SUBDIVISION SIGNS.** Unlighted subdivision signs shall be allowed with a temporary sign permit for a non-renewable period of up to one (1) year, provided that one sign is allowed per project and the sign area per face does not exceed 120 square feet, it is erected only for the purpose of announcing the subdivision and sale or rental of the property where located.

**B. OTHER TEMPORARY SIGNS.** The Director of Community Development or designee shall review and take an action to approve, approve with conditions or not approve an application for a temporary sign and/or a temporary sign program. The review shall determine the size, location, method of attachment and reasonable duration of the temporary sign or temporary sign program permit. Such signs shall be subject to any required fees or deposits, as adopted by the city and shall comply with administrative guidelines established by, and on-file, with the Director of Community Development. A temporary sign permit may be renewed and extended at the discretion of the Director of Community Development.

SECTION 29. Section 9513. of Article IX of the Lakewood Municipal Code regarding Sign Review is hereby repealed in its entirety and replaced to read as follows:

**9513. SIGN REVIEW.** Sign reviews are conducted by the Community Development Department for the purpose of monitoring conformity of signs with the purposes and regulations of this Part.

**A. Sign Review Required.** No permanent or temporary sign or other advertising structure not exempted by Section 9504 shall be erected, relocated, posted, or painted, except for routine maintenance which does not materially alter the structure, and does not alter the copy, by any person until such person has first submitted an application, paid applicable fees, received review and approval from the City Community Development Department and obtained a properly issued building permit if required.

**B. Staff Review of Signs.** All applications for permanent and temporary signs shall be reviewed by the Community Development Department staff for compliance with this Part. The staff may approve, approve with conditions, or deny any sign application, as follows:

1. **Permanent sign applications** shall require:
  - a. A completed application form that fulfills the submittal requirements of the Community Development Department.
  - b. Any applicable fees, as established by the City.
2. **Temporary sign applications** shall require:
  - a. A completed application form that fulfills the submittal requirements of the Community Development Department. The application shall contain the location, size, and proposed duration of all temporary signs.
  - b. Each temporary sign approval shall specify a duration with a final date for the sign to be removed. The approval shall also require that the temporary sign be removed, repaired, or replaced if it becomes damaged, frayed or is in any manner objectionable or unsightly, as determined by the Community Development Department.
  - c. Any applicable processing fees and/or any required surety deposits, as established by the Community Development Director to assure immediate removal of the temporary signs after the specified duration of the temporary sign permit has lapsed. The deposit shall be forfeited upon failure to remove the temporary sign within five (5) days of the final day authorized by the permit.
3. **General Code Compliance.** Each staff sign review shall include confirmation that the commercial or industrial tenant space and the center, if any, in which it is located, is in compliance with normal site maintenance, accessibility and the trash collection and storage requirements for such uses, established by applicable law, regulation or administrative directive. A signed agreement by the property owner or property manager to correct any such non-complying situations within a reasonable period of time as determined and acknowledged by the Director of Community Development, shall be sufficient to authorize approval for such signs. The signed agreement shall be provided to the Community Development Department, prior to the issuance of permits for such signs or other improvements related to the use.

**C. Appeal.** Any Community Development Department decision regarding permanent or temporary signs or related conditions of approval may be appealed, within 19 days of the decision, by application to the Planning and Environment Commission.

**D. BUILDING PERMITS REQUIRED.** No section of this Part may be construed as an exemption from obtaining proper building permits as required from the Building and Safety Section. Final inspection of all permanent signs, including painted signs, shall be conducted by a building official for compliance with an approved precise plan of design.

SECTION 30. Section 9514.of Article IX of the Lakewood Municipal Code regarding Non-Conforming Signs is hereby repealed in its entirety and replaced to read as follows:

**9514. NON-CONFORMING SIGNS.**

**A. NON-CONFORMING SIGN BECOMES ILLEGAL SIGN.** A non-conforming sign becomes an illegal sign and must be removed, altered, or changed to comply with all provisions of this Part, when:

1. The non-conforming status expires in accordance with Section 9392 of this Code.
2. It is structurally altered or expanded so as to extend its useful life.
3. There is damage or destruction of more than 50% of the value of the original permit.
4. The site is vacant or unoccupied, not offered for sale or lease and there is no active use of the property for one year or more.
5. Any sign which pertains to any occupant or business unrelated to the premises' present occupant or business, or a sign which pertains to a time, event or purpose which no longer applies shall be either removed or replaced with a blank panel within 10 days following the business closing or following the referenced time, date, event, or other purpose. This action will not render a non-conforming sign illegal and a new business occupying the premises may apply to install new sign copy without losing nonconforming status of the sign.

**B. EXISTING SIGNS.** Notwithstanding any provision in this chapter to the contrary, any sign other than an off-premise sign, which was lawfully erected, or altered or maintained at the date of the adoption of the ordinance enacting this section, may continue as a legal nonconforming sign in accordance with Section 9392 and of Section 9505.C of the Lakewood Municipal Code, with the exception that Section 9392.B (Amortization of Nonconforming Buildings, Uses or Structures) shall be inapplicable.

**C. OFF-PREMISE SIGNS.** Notwithstanding any provision in this chapter to the contrary, any off-premise sign which was lawfully erected or altered or maintained at the date of the adoption of the ordinance enacting this section, may continue as a legal nonconforming sign subject to the provisions Section 9392.

SECTION 31. Section 9516. of Article IX of the Lakewood Municipal Code regarding Light Pole Banner Program is hereby repealed in its entirety and replaced to read as follows:

**9516. LIGHT POLE BANNER PROGRAM.** Light pole banners may be installed and maintained within commercial and manufacturing zoned parking lots subject to the following:

- A.** The banners shall be located and maintained only on light poles in parking lots located in commercial and manufacturing zones.
- B.** No banner or part thereof may encroach into the public right-of-way.
- C.** No such banner shall be placed or maintained on any permanent structure, free-standing sign or utility pole used exclusively for supporting electrical or communication lines.
- D.** All banners shall be fabricated and installed in accordance with the diagrams and standards approved by, and on file in, the office of the Director of Community Development.

**E.** Such light pole banners shall be in accordance with, and subject to, a Light Pole Banner Program authorized or approved by the owner of person or persons in charge of the integrated commercial site and by the Director of the Community Development Department. A Light Pole Banner Program shall include a site plan showing all light pole banner locations and the type(s) of light pole banners that will be installed at each location in accordance with the standards on file in the office of the Director of Community Development. The Light Pole Banner Program shall include a color drawing or image of each type of light pole banner and the proposed Program duration.

**F.** No Program duration shall exceed 4 months within any calendar year.

**G.** Any banner that becomes damaged or falls into a state of disrepair shall be repaired, replaced, or removed as directed by the Director of Community Development.

**H.** The approved Light Pole Banner Program, including the fabrication and installation of the banners and the copy to be displayed on the banners, shall be filed in the office of the Director of Community Development. The person to whom said approved Light Pole Banner Program is issued shall sign an agreement, in the form approved by the City Attorney, which shall include, among other things, the following:

1. A provision that if any banner has become damaged or falls into a state of disrepair, as determined by the Director of Community Development, the same shall be repaired, replaced, or removed as directed by the Director of Community Development.
2. If any person with an approved Light Pole Program should fail to repair, replace or remove the banners, as aforementioned, on the direction of the Director of Community Development, or should fail to remove said banners at the termination of the Program as specified in the approval, the City is authorized to enter the integrated commercial site and to remove and dispose of all banners and paraphernalia, in which event, the owner or manager who has received approval of the Program agrees to hold the City free and harmless from any liability for damage to the property of such manager or owner.

**SECTION 32. CEQA.** This ordinance is exempt from the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15061(b)(3) which is the general rule that CEQA applies only to projects which have the potential for causing a significant effect on the environment. CEQA does not apply where it can be seen with certainty that there is no possibility that the activity may have a significant effect on the environment. This ordinance has no impact on the physical environment as it will only modify administrative procedures and not result in any changes to the physical environment.

**SECTION 33. SEVERABILITY.** If any section, subsection, subdivision, sentence, clause, phrase or portion of this ordinance, is for any reason held to be invalid or unconstitutional by the decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this ordinance. The City Council hereby declares that it would have adopted this ordinance and each section, subsection, subdivision, sentence, clause, phrase, or portion thereof, irrespective of the fact that any one or more sections, subsections, subdivisions, sentences, clauses, phrases, or portions thereof be declared invalid or unconstitutional.



SECTION 34. CONTINUITY. To the extent the provisions of the Lakewood Municipal Code, as amended by this ordinance, are substantially the same as the provisions of that Code as they read immediately prior to the adoption of this ordinance, then those provisions shall be construed as continuations of the earlier provisions and not as new enactments.

SECTION 35. CERTIFICATION. The City Clerk shall certify to the adoption of this ordinance and shall post a certified copy of this ordinance, including the vote for and against same, in the Office of the City Clerk, in accordance with Government Code Section 36933. 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 the ordinance within 15 days after its passage to be posted in at least three (3) public places within the City as established by ordinance.

SECTION 36. EFFECTIVE DATE. This Ordinance shall be posted or published as required by law and shall take effect thirty (30) days after its adoption.

APPROVED AND ADOPTED this \_\_\_\_\_ day of \_\_\_\_\_, 2021, by the following roll call vote:

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

\_\_\_\_\_  
Mayor

ATTEST:

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

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

# 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**

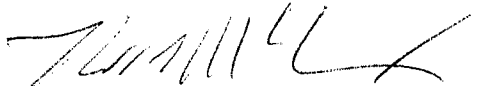
## COUNCIL AGENDA

May 11, 2021

**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>			
None			
<b>C. Separations</b>			
None			
<b>2. PART-TIME EMPLOYEES</b>			
<b>A. Appointments</b>			
None			
<b>B. Changes</b>			
Samuel Bautista	Recreation Leader II	A to	04/18/2021
	Maintenance Services Aide III	B	
Mason Mota	Maintenance Services Aide III	B to	04/04/2021
	Maintenance Trainee I	B	
Austin Robles	Maintenance Services Aide III	B to	04/04/2021
	Maintenance Trainee I	B	
<b>C. Separations</b>			
None			

  
Thaddeus McCormack  
City Manager

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

**CITY OF LAKEWOOD  
FUND SUMMARY 4/22/2021**

In accordance with section 2521 of the Lakewood Municipal Code there is presented herewith a summary of obligations to be paid by voucher 101758 through 101833. Each of the following demands has been audited by the Director of Administrative Services and approved by the City Manager.

1010	GENERAL FUND	1,755,313.89
1020	CABLE TV	202.44
1030	CDBG CURRENT YEAR	2,250.00
1050	COMMUNITY FACILITY	1,749.47
1336	STATE COPS GRANT	20,287.38
1371	JAG GRANT	16,739.51
1500	MISC-SPECIAL REVENUE FUND	1,932.50
3001	CAPITAL IMPROV PROJECT FUND	195,845.71
3070	PROPOSITION "C"	503.59
5010	GRAPHICS AND COPY CENTER	2,623.13
5020	CENTRAL STORES	1,591.13
5030	FLEET MAINTENANCE	8,311.56
7500	WATER UTILITY FUND	139,923.81
8030	TRUST DEPOSIT	300.00
		<hr/>
		<b>2,147,574.12</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
101758	04/22/2021	2440	ALLIED 100 GROUP. INC	990.50	0.00	990.50
101759	04/22/2021	4684	AMAZON.COM LLC	1,614.89	0.00	1,614.89
101760	04/22/2021	4126	AUTOZONE PARTS INC	16.52	0.00	16.52
101761	04/22/2021	5112	BELLFLOWER AUTOMOTIVE HECTOR	325.00	0.00	325.00
101762	04/22/2021	66044	BENNETT-BOWEN & LIGHTHOUSE INC	463.70	0.00	463.70
101763	04/22/2021	59175	BNI BUILDING NEWS	1,014.55	0.00	1,014.55
101764	04/22/2021	1935	BREA. CITY OF	41,069.76	0.00	41,069.76
101765	04/22/2021	307	CALIF. STATE DISBURSEMENT UNIT	405.80	0.00	405.80
101766	04/22/2021	53983	CALIF STATE FRANCHISE TAX BOARD	613.69	0.00	613.69
101767	04/22/2021	53983	CALIF STATE FRANCHISE TAX BOARD	103.25	0.00	103.25
101768	04/22/2021	6600	CALIFORNIA STATE DEPT OF JUSTICE	96.00	0.00	96.00
101769	04/22/2021	988	CDW LLC	149.33	0.00	149.33
101770	04/22/2021	7500	CENTRAL BASIN MUNICIPAL WATER	1,755.00	0.00	1,755.00
101771	04/22/2021	43135	CERRITOS. CITY OF	26,441.80	0.00	26,441.80
101772	04/22/2021	45894	CINTAS CORPORATION	65.99	0.00	65.99
101773	04/22/2021	5368	CAMERON WELDING SUPPLY	392.60	0.00	392.60
101774	04/22/2021	5008	COLOR CARD ADMINISTRATOR CORP.	37.54	0.00	37.54
101775	04/22/2021	53451	COMMUNITY FAMILY GUIDANCE CTR	750.00	0.00	750.00
101776	04/22/2021	4776	CORELOGIC. INC.	44.25	0.00	44.25
101777	04/22/2021	59057	COST RECOVERY SYSTEMS INC	9,750.00	0.00	9,750.00
101778	04/22/2021	4504	CONCEPT FRAMING INTERNATIONAL LP	675.00	0.00	675.00
101779	04/22/2021	4660	ZW USA INC.	302.82	0.00	302.82
101780	04/22/2021	5340	DOXIM INC.	7,472.38	0.00	7,472.38
101781	04/22/2021	60797	DUTHIE POWER SERVICES INC	5,096.94	0.00	5,096.94
101782	04/22/2021	5542	ECONOMIC & PLANNING SYSTEMS INC.	1,932.50	0.00	1,932.50
101783	04/22/2021	3199	EDCO WASTE SERVICES LLC	442,837.33	0.00	442,837.33
101784	04/22/2021	52316	FEDERAL EXPRESS CORP	65.62	0.00	65.62
101785	04/22/2021	5519	FOOTHILL COMMUNICATIONS. INC.	28,990.36	0.00	28,990.36
101786	04/22/2021	65779	GOLDEN STATE WATER COMPANY	9,151.53	0.00	9,151.53
101787	04/22/2021	52540	GONSALVES JOE A & SON	4,526.00	0.00	4,526.00
101788	04/22/2021	5257	GRANITE TELECOMMUNICATIONS. LLC	85.08	0.00	85.08
101789	04/22/2021	35477	HARA M LAWNMOWER CENTER	961.37	0.00	961.37
101790	04/22/2021	42031	HOME DEPOT	2,461.19	0.00	2,461.19
101791	04/22/2021	65891	HUMAN SERVICES ASSOCIATION	750.00	0.00	750.00
101792	04/22/2021	4622	JHM SUPPLY INC	688.03	0.00	688.03
101793	04/22/2021	4180	JONES RICHARD D. A PROF LAW CORP	1,172.50	0.00	1,172.50
101794	04/22/2021	48643	KELLER J J AND ASSOC INC	1,025.79	0.00	1,025.79
101795	04/22/2021	2956	KICK IT UP KIDZ. LLC	266.50	0.00	266.50
101796	04/22/2021	64510	KRAUSE. DIANN	128.25	0.00	128.25
101797	04/22/2021	18300	LAKEWOOD CHAMBER OF COMMERCE	1,833.33	0.00	1,833.33
101798	04/22/2021	55469	LAKEWOOD CITY EMPLOYEE ASSOCIATION	2,040.00	0.00	2,040.00
101799	04/22/2021	18550	LAKEWOOD. CITY OF	300.00	0.00	300.00
101800	04/22/2021	18400	LAKEWOOD. CITY WATER DEPT	16,497.52	0.00	16,497.52
101801	04/22/2021	21600	LOS ANGELES CO SHERIFFS DEPT	1,027,957.47	0.00	1,027,957.47

# CITY OF LAKEWOOD

## SUMMARY CHECK REGISTER

CHECK #	CHECK DATE	VEND #	VENDOR NAME	GROSS	DISC.	CHECK AMOUNT
101802	04/22/2021	36844	LA COUNTY DEPT OF PUBLIC WORKS	231.27	0.00	231.27
101803	04/22/2021	63809	MACAULAY. CHRISTINA	150.00	0.00	150.00
101804	04/22/2021	52588	MILLER DON & SONS	486.52	0.00	486.52
101805	04/22/2021	5538	MORRIS. JOHN	350.00	0.00	350.00
101806	04/22/2021	4443	O'REILLY AUTOMOTIVE STORES INC	285.65	0.00	285.65
101807	04/22/2021	47554	OFFICE DEPOT BUSINESS SVCS	659.42	0.00	659.42
101808	04/22/2021	63708	DY-JO CORPORATION	570.00	0.00	570.00
101809	04/22/2021	65659	PHASE II SYSTEMS INC	2,903.05	0.00	2,903.05
101810	04/22/2021	50512	PATHWAYS VOLUNTEER HOSPICE	750.00	0.00	750.00
101811	04/22/2021	4956	ROSS AVIATION INVESTMENT. LLC	4,444.15	0.00	4,444.15
101812	04/22/2021	65297	S.T.E.A.M.	45,679.09	0.00	45,679.09
101813	04/22/2021	3153	SECTRAN SECURITY INC	158.86	0.00	158.86
101814	04/22/2021	5379	SERVICEWEAR APPAREL INC.	149.80	0.00	149.80
101815	04/22/2021	5044	SHARP ELECTRONICS CORPORATION	2,485.35	0.00	2,485.35
101816	04/22/2021	5197	SIGNAL HILL AUTO ENTERPRISES INC.	206.06	0.00	206.06
101817	04/22/2021	5230	SITEONE LANDSCAPE SUPPLY. LLC	5,127.45	0.00	5,127.45
101818	04/22/2021	52279	SMART & FINAL INC	59.49	0.00	59.49
101819	04/22/2021	29400	SOUTHERN CALIFORNIA EDISON CO	13,718.56	0.00	13,718.56
101820	04/22/2021	29500	SOUTHERN CALIFORNIA GAS CO	10,804.57	0.00	10,804.57
101821	04/22/2021	59212	TETRA TECH INC	21,835.66	0.00	21,835.66
101822	04/22/2021	59212	TETRA TECH INC	42,418.15	0.00	42,418.15
101823	04/22/2021	5278	THE TECHNOLOGY DEPOT	949.80	0.00	949.80
101824	04/22/2021	2533	TNEMEC COMPANY INC.	857.52	0.00	857.52
101825	04/22/2021	1437	U S BANK NATIONAL ASSOCIATION	18,748.53	0.00	18,748.53
101826	04/22/2021	64024	U S POSTAL SERVICE	10,166.47	0.00	10,166.47
101827	04/22/2021	5284	UNIFIRST CORPORATION	47.22	0.00	47.22
101828	04/22/2021	7400	WATER REPLENISHMENT DISTRICT OF	91,022.96	0.00	91,022.96
101829	04/22/2021	3943	WATERLINE TECHNOLOGIES INC	2,280.21	0.00	2,280.21
101830	04/22/2021	17640	WAXIE ENTERPRISES INC	340.68	0.00	340.68
101831	04/22/2021	40925	WEST COAST ARBORISTS INC	95,009.32	0.00	95,009.32
101832	04/22/2021	35146	WILLDAN ASSOCIATES	17,739.25	0.00	17,739.25
101833	04/22/2021	35146	WILLDAN ASSOCIATES	113,621.38	0.00	113,621.38
<b>Totals:</b>				<u>2,147,574.12</u>	<u>0.00</u>	<u>2,147,574.12</u>

**CITY OF LAKEWOOD  
FUND SUMMARY 4/29/2021**

In accordance with section 2521 of the Lakewood Municipal Code there is presented herewith a summary of obligations to be paid by voucher 101834 through 101929. Each of the following demands has been audited by the Director of Administrative Services and approved by the City Manager.

1010	GENERAL FUND	128,331.51
1020	CABLE TV	414.97
1050	COMMUNITY FACILITY	819.29
1622	LA CNTY MEASURE M	308.05
3001	CAPITAL IMPROV PROJECT FUND	455,718.53
3070	PROPOSITION "C"	139.46
5010	GRAPHICS AND COPY CENTER	1,222.25
5020	CENTRAL STORES	3,077.49
5030	FLEET MAINTENANCE	5,853.44
7500	WATER UTILITY FUND	192,709.99
8030	TRUST DEPOSIT	31,609.11
		<hr/>
		<b>820,204.09</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
101834	04/22/2021	3699	COMFORT. AARON M	110.70	0.00	110.70
101835	04/29/2021	2453	LAKEWOOD EDUCATION FOUNDATION	10,022.77	0.00	10,022.77
101836	04/29/2021	4113	SHAKER NERMINE	1,925.00	0.00	1,925.00
101837	04/29/2021	2440	ALLIED 100 GROUP. INC	952.65	0.00	952.65
101838	04/29/2021	4644	AGRI-TURF DISTRIBUTING	1,271.42	0.00	1,271.42
101839	04/29/2021	3211	ALL STAR GLASS	243.48	0.00	243.48
101840	04/29/2021	5179	ALS GROUP USA. CORP.	5,839.00	0.00	5,839.00
101841	04/29/2021	4684	AMAZON.COM LLC	860.19	0.00	860.19
101842	04/29/2021	46678	AUTOLIFT SERVICES INC	882.40	0.00	882.40
101843	04/29/2021	443	B&M LAWN AND GARDEN INC	449.23	0.00	449.23
101844	04/29/2021	5158	BANNER BANK	5,765.96	0.00	5,765.96
101845	04/29/2021	5158	BANNER BANK	16,009.25	0.00	16,009.25
101846	04/29/2021	5544	BC RENTALS LLC	3,012.33	0.00	3,012.33
101847	04/29/2021	52244	BELLFLOWER. CITY OF	298.81	0.00	298.81
101848	04/29/2021	4800	BISHOP COMPANY	1,047.00	0.00	1,047.00
101849	04/29/2021	988	CDW LLC	447.99	0.00	447.99
101850	04/29/2021	45894	CINTAS CORPORATION	70.59	0.00	70.59
101851	04/29/2021	5523	COLE. KODE	312.00	0.00	312.00
101852	04/29/2021	4498	DELTA DENTAL INSURANCE COMPANY	1,064.45	0.00	1,064.45
101853	04/29/2021	56889	DELTA DENTAL OF CALIFORNIA	7,991.45	0.00	7,991.45
101854	04/29/2021	4680	DIAZ. ISABELLE	215.00	0.00	215.00
101855	04/29/2021	3213	DIRECTV INC	35.00	0.00	35.00
101856	04/29/2021	4435	ELLIOTT AUTO SUPPLY COMPANY INC	69.49	0.00	69.49
101857	04/29/2021	5064	FBA ENGINEERING	24,150.00	0.00	24,150.00
101858	04/29/2021	65038	FED EX OFFICE & PRINT SVCS INC	785.83	0.00	785.83
101859	04/29/2021	52316	FEDERAL EXPRESS CORP	14.12	0.00	14.12
101860	04/29/2021	5006	FREMONTIA HORTICULTURAL. INC	1,395.22	0.00	1,395.22
101861	04/29/2021	33150	GRAINGER W W INC	91.72	0.00	91.72
101862	04/29/2021	5272	GREENE BACKFLOW	560.00	0.00	560.00
101863	04/29/2021	54961	HACH COMPANY	1,796.26	0.00	1,796.26
101864	04/29/2021	35477	HARA M LAWNMOWER CENTER	9.92	0.00	9.92
101865	04/29/2021	49031	HDL COREN & CONE	4,875.00	0.00	4,875.00
101866	04/29/2021	42031	HOME DEPOT	864.96	0.00	864.96
101867	04/29/2021	41897	HOSE-MAN THE	835.84	0.00	835.84
101868	04/29/2021	4622	JHM SUPPLY INC	309.74	0.00	309.74
101869	04/29/2021	4180	JONES RICHARD D. A PROF LAW CORP	17,155.00	0.00	17,155.00
101870	04/29/2021	2956	KICK IT UP KIDZ. LLC	282.10	0.00	282.10
101871	04/29/2021	1916	KULI IMAGE	3,150.03	0.00	3,150.03
101872	04/29/2021	533	LA OPINION. L.P.	450.00	0.00	450.00
101873	04/29/2021	53311	LAKEWOOD MEALS ON WHEELS	4,197.65	0.00	4,197.65
101874	04/29/2021	69	LAKEWOOD PROJECT SHEPHERD	16,489.99	0.00	16,489.99
101875	04/29/2021	53849	LAKEWOOD ROTARY CLUB	100.00	0.00	100.00
101876	04/29/2021	18550	LAKEWOOD. CITY OF	100.00	0.00	100.00
101877	04/29/2021	43017	LARSEN. DEBRA	96.51	0.00	96.51

# CITY OF LAKEWOOD

## SUMMARY CHECK REGISTER

CHECK #	CHECK DATE	VEND #	VENDOR NAME	GROSS	DISC.	CHECK AMOUNT
101878	04/29/2021	44733	LIEBERT CASSIDY WHITMORE	152.00	0.00	152.00
101879	04/29/2021	36844	LA COUNTY DEPT OF PUBLIC WORKS	3,807.27	0.00	3,807.27
101880	04/29/2021	59113	MACRO AUTOMATICS	16,715.06	0.00	16,715.06
101881	04/29/2021	58414	MANAGED HEALTH NETWORK	361.57	0.00	361.57
101882	04/29/2021	4887	MATHESON TRI-GAS. INC.	320.28	0.00	320.28
101883	04/29/2021	52850	MIRACLE RECREATION EQUIPMENT COMPANY. IN	9,846.93	0.00	9,846.93
101884	04/29/2021	51031	MUSCO SPORTS LIGHTING LLC	14,126.30	0.00	14,126.30
101885	04/29/2021	4190	NATIONAL UNION FIRE INSURANCE CO	516.20	0.00	516.20
101886	04/29/2021	4892	NESTLE WATERS NORTH AMERICA	77.29	0.00	77.29
101887	04/29/2021	4443	O'REILLY AUTOMOTIVE STORES INC	1,238.11	0.00	1,238.11
101888	04/29/2021	47554	OFFICE DEPOT BUSINESS SVCS	213.44	0.00	213.44
101889	04/29/2021	5287	OFFUTT COMPANIES INC.	164.60	0.00	164.60
101890	04/29/2021	5136	OPUS INSPECTION. INC.	66.15	0.00	66.15
101891	04/29/2021	43079	ORKIN SERVICES OF CALIFORNIA. INC.	80.00	0.00	80.00
101892	04/29/2021	63708	DY-JO CORPORATION	740.00	0.00	740.00
101893	04/29/2021	1615	PFM ASSET MANAGEMENT LLC	3,237.75	0.00	3,237.75
101894	04/29/2021	4760	PUN GROUP. THE LLP	2,500.00	0.00	2,500.00
101895	04/29/2021	5526	RE CHAFFEE CONSTRUCTION INC.	138,671.50	0.00	138,671.50
101896	04/29/2021	45437	S & J SUPPLY CO	3,261.96	0.00	3,261.96
101897	04/29/2021	4309	SAFESHRED	25.00	0.00	25.00
101898	04/29/2021	66280	BARRY SANDLER ENTERPRISES	136.50	0.00	136.50
101899	04/29/2021	5379	SERVICEWEAR APPAREL INC.	20.63	0.00	20.63
101900	04/29/2021	5197	SIGNAL HILL AUTO ENTERPRISES INC.	943.29	0.00	943.29
101901	04/29/2021	5230	SITEONE LANDSCAPE SUPPLY. LLC	1,823.34	0.00	1,823.34
101902	04/29/2021	52279	SMART & FINAL INC	79.30	0.00	79.30
101903	04/29/2021	26900	SO CALIF SECURITY CENTERS INC	3.29	0.00	3.29
101904	04/29/2021	38918	SOROPTIMIST INTL. LKWD/LONG BEACH	798.70	0.00	798.70
101905	04/29/2021	29400	SOUTHERN CALIFORNIA EDISON CO	36,303.80	0.00	36,303.80
101906	04/29/2021	4972	CHARTER COMMUNICATIONS HOLDINGS. LLC	4,186.52	0.00	4,186.52
101907	04/29/2021	49529	SPICERS PAPER INC	1,222.25	0.00	1,222.25
101908	04/29/2021	37930	STANDARD INSURANCE CO UNIT 22	2,381.60	0.00	2,381.60
101909	04/29/2021	37930	STANDARD INSURANCE CO UNIT 22	9,211.64	0.00	9,211.64
101910	04/29/2021	4581	STEIN. ANDREW T	878.65	0.00	878.65
101911	04/29/2021	5128	SUKUT CONSTRUCTION. LLC	413,729.04	0.00	413,729.04
101912	04/29/2021	56039	SULLY MILLER	382.12	0.00	382.12
101913	04/29/2021	4212	SYN-TECH SYSTEMS INC	2,550.00	0.00	2,550.00
101914	04/29/2021	2372	TGIS CATERING SVCS INC	255.30	0.00	255.30
101915	04/29/2021	5350	THE HITT COMPANIES	38.97	0.00	38.97
101916	04/29/2021	4873	TRANSAMERICA LIFE INSURANCE COMPANY	1,493.18	0.00	1,493.18
101917	04/29/2021	4480	TYLER BUSINESS FORMS	742.14	0.00	742.14
101918	04/29/2021	5284	UNIFIRST CORPORATION	195.66	0.00	195.66
101919	04/29/2021	4718	UNITED WATER WORKS INC	254.39	0.00	254.39
101920	04/29/2021	1998	VARIABLE SPEED SOLUTIONS	1,530.00	0.00	1,530.00
101921	04/29/2021	57135	VISION SERVICE PLAN	4,526.84	0.00	4,526.84

# CITY OF LAKEWOOD 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>
101922	04/29/2021	3943	WATERLINE TECHNOLOGIES INC	941.55	0.00	941.55
101923	04/29/2021	17640	WAXIE ENTERPRISES INC	384.78	0.00	384.78
101924	04/29/2021	40925	WEST COAST ARBORISTS INC	850.00	0.00	850.00
101925	04/29/2021	37745	WESTERN EXTERMINATOR CO	57.25	0.00	57.25
101926	04/29/2021	50058	WHITE HOUSE FLORIST INC	328.50	0.00	328.50
101927	04/29/2021	3699	GREENER SOLUTION GROUP	307.28	0.00	307.28
101928	04/29/2021	3699	VICENTENOMARTINEZ. VERONICA	61.00	0.00	61.00
101929	04/29/2021	3699	WILLIAM LYON HOMES INC	859.12	0.00	859.12
<b>Totals:</b>				<u>820,204.09</u>	<u>0.00</u>	<u>820,204.09</u>

**CITY OF LAKEWOOD  
SUMMARY ACH/WIRE REGISTER APR 2021**

<b>ACH date</b>	<b>Amount</b>	<b>Recipient</b>	<b>Purpose</b>	<b>Period</b>
4/6/21	\$102,739.36	CalPERS	PERS contributon	Mar 7-20, 2021
4/6/21	\$104,401.51	CalPERS	PERS Health	Apr 2021
4/8/21	\$1,072.25	CalPERS	Replacement Benefit Contribution	Apr 2021
4/7/21	\$99,911.92	IRS via F&M	Fed taxes	Mar 21- Apr 3, '21
4/8/21	\$3,580.00	F&A Fed C/U	employee savings account	Mar 21- Apr 3, '21
4/8/21	\$6,422.00	Southland C/U	employee savings account	Mar 21- Apr 3, '21
4/8/21	\$28,645.74	EDD	State taxes	Mar 21- Apr 3, '21
4/8/21	\$1,936.16	MidAmerica	ARS aka APPLE	Mar 21- Apr 3, '21
4/8/21	\$25,459.64	VOYA	VOYA 401(a)	Mar 21- Apr 3, '21
4/8/21	\$3,425.00	PARS via U.S. Bank	excess stackable plan	Mar 21- Apr 3, '21
4/8/21	\$5,596.33	PARS via U.S. Bank	stackable plan	Mar 21- Apr 3, '21
4/8/21	\$28,835.70	VOYA	VOYA 457 & ROTH	Mar 21- Apr 3, '21
4/14/21	\$105,820.04	CalPERS	PERS contribution	Mar 21- Apr 3, '21
4/21/21	\$24,951.94	MidAmerica	HRA aka CEMRB	Apr 2021
4/21/21	\$98,081.88	IRS via F&M	Fed taxes	Apr 4-17, 2021
4/22/21	\$3,580.00	F&A Fed C/U	employee savings account	Apr 4-17, 2021
4/22/21	\$6,422.00	Southland C/U	employee savings account	Apr 4-17, 2021
4/22/21	\$27,041.32	EDD	State taxes	Apr 4-17, 2021
4/22/21	\$2,158.58	MidAmerica	ARS aka APPLE	Apr 4-17, 2021
4/22/21	\$17,029.03	VOYA	VOYA 401(a)	Apr 4-17, 2021
4/22/21	\$8,639.79	PARS via U.S. Bank	stackable plan	Apr 4-17, 2021
4/22/21	\$29,235.70	VOYA	VOYA 457 & ROTH	Apr 4-17, 2021
4/23/21	\$59,984.26	City Light & Power	monthly maint fee	Apr 2021
4/26/21	\$109,425.71	CalPERS	PERS Health	May 2021

Council Approval

\_\_\_\_\_

Date

\_\_\_\_\_

City Manager

Attest:

\_\_\_\_\_

City Clerk

\_\_\_\_\_

Director of Finance & Administrative Services

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



## **COUNCIL AGENDA**

May 11, 2021

**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 committees: Capital Improvement Plan, Public Safety, and Water Resources Committees.

### **STATEMENT OF FACT**

#### **On April 5, 2021, the Capital Improvement Plan Committee met and discussed:**

Staff has developed an internal website for tracking CIP projects and budget. It includes a spreadsheet of project updates. Also noted are the annual maintenance and minor repair projects. Features of the website include the ability to view scope of work, photos, schedule, budget, and a location map.

Staff provided status updates to the committee members on the following:

- San Martin Park Project and Rynerson Park picnic shelters.
- The Mayfair Park picnic shelter reroof – now completed.
- Infrastructure improvement design concepts – previously approved by City Council, staff has met with the various consultants. The electrical improvements, HVAC improvements, and roof replacements will each be bid collectively for the facilities affected, and all consultants will complete the work together.
- Staff will meet with the contractor to discuss the needs for the Weingart Senior Center remodel and ADA improvements.
- The Lakewood Equestrian Center demolition contract will go out to bid in May.
- A geotechnical study is being planned for the Nixon Yard site improvement plan.
- Staff is considering which consultants to use for proposals for the site improvement plans for the parks.

Staff is developing guidelines for signage to notify the public about projects that are utilizing Measure L funds.

Staff provided status updates to the committee members on playground replacements:

- There is \$764,070 available to the city for park improvements through Los Angeles County's Measure A Per Capita Funding Program. Similarly, through the state's Prop 68 Per Capita Funding Program, there is \$226,876 available to the city to fund park improvements. The two funding sources combined totals \$990,946 for park improvements. The city can expect

to receive at least \$250,000 annually from Measure A's Per Capita Funding Program. The Prop 68 Per Capita Fund is a one-time allocation and requires a 20% match if the project is not completed in an underserved community. Both funding sources will provide reimbursement to the city after completion of the pre-approved project.

- Staff proposed using the per capita funding sources from Measure A and Prop 68 to complete playground replacement projects at Boyar Park (School-Age and Tot Lot), Biscailuz Park (Tot Lot) and Del Valle Park (Tot Lot).
- Staff also proposed applying for Measure A's competitive grant opportunity, the awards of which are expected to be up to \$1 million per project. Staff discussed the pros and cons of various potential projects, including; bicycle pump track, Frisbee golf course, skate park, basketball court standard replacements at all city parks, new picnic shelters, playgrounds and wading pool improvements at Palms Park, and improvements at the Lakewood Equestrian Center.
- Both Committee Members indicated their preference to apply for a competitive grant to complete facility improvements at the Lakewood Equestrian Center. They referred their recommendation to the Park Development Committee.

City Manager Thaddeus McCormack provided an update on available funding through the American Recovery Act.

**On April 6, 2021, the Public Safety Committee met and discussed:**

Community Organizations Firework Stands Update

Finance and Administrative Services staff reported that 23 of 25 organizations have chosen to operate a firework stand in 2021. A lottery will be conducted from the wait list if responses are not received from the remaining organizations.

Crime Trends and Statistics

Sergeant Pacheco reported Part 1 crimes throughout the city in January/February 2021 increased compared to numbers the previous year. Increased numbers in GTAs (grand theft autos) reflect a nationwide trend. Use of the suppression vehicle to deter theft has had a positive impact. Areas with high activity were monitored. Lakewood Center Mall crimes were down in January/February 2021 compared to last year.

Abatement Deputy Update

Deputy Nowotny reported updates on continued outreach efforts and clean-up locations within the city. Citations were issued for various violations. The committee thanked Deputy Nowotny for being proactive and responsive on a daily basis.

Public Outreach

Staff provided updates on community education and noted heavy publicity will be placed on upcoming virtual public safety meetings, distracted driver awareness, and home burglary prevention. Illegal fireworks prevention banners will be installed mid-April.

#### Public Safety Update

Public Safety staff reported special events have been rigorously promoted on social media to engage interest. Updates on current and upcoming events were provided. The new Public Safety Program Coordinator, Jennifer Schmid, was introduced to the committee. Installation of radios on new vehicles is nearly complete. They will be debuted to the city in a small, ribbon-cutting ceremony at a later date.

#### 2021 Fireworks Plan Update

Targeted enforcement is scheduled to begin as the Fourth of July nears. A briefing covering safety precautions and a variety of topics will be held with organization representatives as fireworks booths proceed with the registration process. Updates were provided on legislative bills relating to fireworks.

Staff reported that due to the ongoing COVID-related health orders, the much anticipated return of the Block Party as conducted prior to the pandemic would not be possible. In lieu of the traditional format, a city-sponsored fireworks show with three sites (similar to what the city did in December) was presented to the Community Promotions Committee at its most recent meeting. The Community Promotions Committee recommended moving forward in that direction.

#### Follow-up Items

- Public Works staff provided a summary report of current traffic safety projects within the city that included re-striping of crosswalks and stop legends. New project details for work on Lakewood Blvd. at Hardwick St. will be presented to the City Council at their next meeting. It was also reported that the city-wide review of traffic signal timing has been completed.
- Lakewood Sheriff's Station has been working on a tracking system for cases that have been filed under the new District Attorney's directives.
- A written response has been received from the Sheriff's Department regarding use of force policies. The letter will be reviewed and an update will be provided next meeting.
- Staff re-visited terms of conditional use permit with Round 1 before its re-opening date of April 9, 2021.

#### Miscellaneous

Member Wood acknowledged the Public Safety Department's efforts on a successful catalytic converter engraving event.

#### **On April 9, 2021, the Water Resources Committee met and discussed:**

Professional Services Agreement for Plant 27 Treatment System Rewiring.

- Staff reported on control valve issues of the treatment plant at Well 27.
- Rewiring requires expertise of the company that designed and installed the system.
- The Committee approved to recommend that City Council appropriate a not to exceed amount of \$35,000 and award a Professional Services Agreement to Pureflow Filtration Division.

## Council Committees' Activities

May 11, 2021

Page 4

### Amendment to Professional Services Agreement for SCADA System Maintenance.

- Recent increase in multiple planned projects and unforeseen issues have brought about costs not previously anticipated and expertise of the current contracted SCADA integrator is necessary.
- The Committee approved to recommend that City Council Amend the current Professional Services Agreement with Macro Automatics to a not to exceed total of \$39,000 for Fiscal Year 2020-2021 and \$50,000 for FY 2021-2022 respectively; and, appropriate \$30,000 in Water Reserve Fund for SCADA System Maintenance for FY2021-2022.

### Water Quality Report.

- Staff presented a draft copy of the 2020 annual water quality report.
- A final version of the report will be available on the city's website and printed copies upon request.

### Director's Report

- Staff provided an update on the ongoing Well 28 project.
- A surplus of about 2,500 acre-feet of Water Rights remain each year in spite of continued exercise of the storage option. Efforts to lease water have been unsuccessful as neighboring water companies have not been in need of water.
- Staff reported that beginning next week and up to May 3, billing inserts regarding new rates will go out for three billing cycles and remaining customers would receive a stand-alone letter of notification.
- Staff informed the Committee of the total dollar amount of delinquent active-account bills to date and that no definite direction on rules surrounding shut-off of past due water accounts exist.

### **On April 22, 2021, the Water Resources Committee met and discussed:**

Staff provided an oral update on the Mayfair Stormwater Capture Project including:

- All expenses and written change orders must be submitted to Caltrans by April 30.
- The project is expected to be complete by the end of May.
- Due to COVID-related delays, as well as delays associated with the extensive repairs made to the precast reservoir, staff is requesting an increase in change order authority to ensure that the resultant increased costs are included in the final budget reimbursements.
- The total of current expenses along with the proposed change orders will still come in under the \$15 million maximum Caltrans approved for spending on the project.
- The committee approved the staff's recommendation that City Council authorize staff to approve the proposed change orders.

### 2020 Urban Water Management Plan (UWMP) Update.

- Staff presented slides and provided background on the UWMP, informing that the plan shall be updated every five years.
- New requirements to the 2020 plan include:
  - A stand-alone water shortage contingency plan.

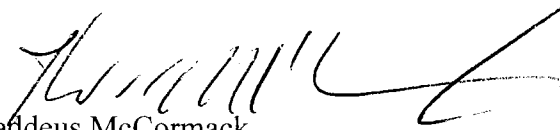
- A consecutive five-year “dry year” risk assessment.
- An energy nexus.
- Staff reported that the city was on track for the 2020 per capita per day (GPCD) consumption target of 99 GPCD set by SB X7-7 in 2009 prior to COVID.
- However, largely due to the COVID pandemic and “stay-at-home” orders, the city’s water demand in 2020 is 106 GPCD, which is about 7% above the target of 99 GPCD.
- Staff noted 6% of Lakewood’s total water supply is recycled and 58% of the city’s irrigation uses recycled water.
- Staff informed that on April 15, notices of the 2020 UWMP preparation were sent to neighboring water utilities and regulatory agencies (water stakeholders).
- June 21 is the proposed deadline for written comments, and Public Hearing & Adoption of the UWMP Final Draft is slated for June 22.
- Slides were presented with a timeline of upcoming new conservation regulations with a brand new approach to a breakdown of water budget calculation for outdoor, indoor, commercial, industrial and institutional water uses and system water loss.
- The Committee moved and approved to recommend that City Council open the public comment period at the April 27 City Council Meeting.

Other Communications.

- Staff informed that the city is ahead of other neighboring water utilities/systems with installation of smart water technology including smart meters.
- Slides were presented illustrating preliminary results in a pilot study performed by North Carolina State University using Lakewood data for possible time-of-use rate application which would benefit and change the impact to the water system regarding pressure issues and energy costs.

**RECOMMENDATION**

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



Thaddeus McCormack  
City Manager

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

RESOLUTION NO. 2021-15

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. On November 10, 2020, the City Council adopted Resolution No. 2020-58, extending such Local Emergency. On December 8, 2020, the City Council adopted Resolution No. 2020-61, extending such Local Emergency. On January 26, 2021, the City Council adopted Resolution No. 2021-3, extending such Local Emergency. On March 23, 2021, the City Council adopted Resolution No. 2021-6, 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 the expiration of the State Declaration of Emergency. 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 11TH DAY OF MAY, 2021.

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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**

May 11, 2021

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

**SUBJECT:** Adoption of Standard Specifications for Public Works Construction–2021 Edition

### **INTRODUCTION**

The Standard Specifications for Public Works Construction has been used by the City of Lakewood for many years as a standard for work within the public right-of-way. Adoption of the new 2021 edition will ensure the continued use of a recognized standard.

### **STATEMENT OF FACT**

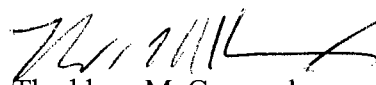
The Standard Specifications for Public Works Construction, popularly known as the “Greenbook,” was originally published in 1967. The Standard Specifications are produced by a mutual benefit corporation whose board of directors is comprised of five members representing the American Public Works Association and four from various contractor associations. The 2021 edition is the 19<sup>th</sup> edition of the book, which is updated and republished every three years. In each of the two years between publication of a new Greenbook edition, the changes which have been researched and approved during the preceding year, are published as a supplement to amend the current edition.

The Greenbook is designed to aid in furthering uniformity of plans and specifications accepted and used by those involved in public works construction and to take such other steps as are designed to promote more competitive bidding by contractors. The Greenbook provides specifications that have general applicability to public works projects and is used extensively throughout southern California. Adoption of the Standard Specifications also provides a uniform standard to be followed for permit work in the public right-of-way by private individuals and developers and the authority to require adherence to the standards.

### **RECOMMENDATION**

It is recommended that the City Council adopt the attached resolution which adopts the 2021 edition of the Standard Specifications for Public Works Construction and subsequent amending supplements.

Lisa Ann Rapp   
Director of Public Works

  
Thaddeus McCormack  
City Manager

RESOLUTION NO. 2021-16

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF  
LAKEWOOD ADOPTING THE 2021 EDITION OF THE  
STANDARD SPECIFICATIONS FOR PUBLIC WORKS  
CONSTRUCTION

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

WHEREAS, the Standard Specifications for Public Works Construction are produced by Public Works Standards, Incorporated, a mutual benefit corporation whose board of directors is comprised of five members representing the American Public Works Association and one each from the Associated General Contractors of California, the Engineering Contractors Association, the Southern California Contractors Association, and Building News, Incorporated; and

WHEREAS, the 2021 edition of the Standard Specifications for Public Works Construction has been published; and

WHEREAS, in each of the two years between publication of a new edition, the changes which have been researched and approved during the preceding year, are published as a supplement to amend the current edition; and

WHEREAS, the Standard Specifications for Public Works Construction are designed to aid in furthering uniformity of plans and specifications accepted and used by those involved in public works construction and to take such other steps as are designed to promote more competitive bidding by contractors.

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

SECTION 1. The Standard Specifications for Public Works Construction, 2021 edition, and subsequent amending supplements are adopted for use within the City of Lakewood; and

SECTION 2. The City Clerk is directed to forward a certified copy of this resolution to the Director of Public Works, County of Los Angeles.

ADOPTED AND APPROVED this 11th day of May, 2021.

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Mayor

ATTEST:

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City Clerk

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

# Public Hearings

## COUNCIL AGENDA

May 11, 2021

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

**SUBJECT:** Award of Bid for Public Works Project No. 2021-02  
Lakewood Equestrian Center Abatement and Demolition

### INTRODUCTION

On May 4<sup>th</sup>, 2021 the City Clerk received six bids for the Lakewood Equestrian Center Abatement and Demolition project. The work generally consists of removal and disposal of asbestos containing materials (ACMs) and lead based paint materials (LBPMs) and complete demolition of miscellaneous structures at the Equestrian Center, including the old hay barn, the old office, the old outhouse/restroom and septic tank, the old mini-golf course office and greens, and the old caretaker residence.

### STATEMENT OF FACT

Fifteen contractors qualified to bid this project by attending a mandatory pre-bid conference; fourteen contractors purchased plans and specifications, and six submitted a bid proposal. A bid summary is below:

RANK	BIDDER	BASE BID AMOUNT
1	Interior Demolition Inc.	\$105,530
2	UBD Inc.	\$128,444
3	Blusky Restoration Contractor, LLC	\$146,465
4	AMPCO Contracting Inc.	\$149,744
5	SJD&B, Inc.	\$158,568
6	Bayview Environmental Services, Inc.	\$205,681

The lowest responsible bidder is Interior Demolition Inc. in the lump sum base bid amount of \$105,530. Staff has verified with the State Contractors License Board that Interior Demolition Inc. is properly licensed for the work. References contacted by staff provided favorable comments on the quality of their work and they have completed similar work for various public agencies. Staff also recommends that a contingency of 20% be included, since there could be unforeseen, unexpected conditions, once the contractor begins abatement and demolition.

The City will also need to work with our environmental consultant SCS Engineers for necessary related services such as air quality monitoring and clearance during the abatement portion of the work. The proposed cost for the abatement monitoring and final abatement monitoring closeout report is \$22,780. Additional 8 hour shifts may be required as necessary, at a daily shift rate of \$1,835. Staff recommends authorizing a NTE amount that could cover additional shifts as required for the project, for a total not-to-exceed of \$38,000.

There are adequate funds in the project account for this work.


### **SUMMARY**


Bids have been received on Public Works Contract 21-02. Staff recommends the contract be awarded to the lowest responsible bidder, Interior Demolition Inc., and that \$21,000 in project funds be authorized for contingency purposes. In addition, staff recommends that Council authorize air quality monitoring and clearance services from SCS Engineers in an amount not-to-exceed \$38,000.

### **RECOMMENDATION**

Staff recommends that the City Council:

- (1) Adopt the specifications, and working details for the subject project.
- (2) Award a contract for the “Lakewood Equestrian Center Abatement and Demolition”, Public Works Contract 2021-02, in the amount of \$105,530 to the low bidder Interior Demolition Inc. and authorize the Mayor to sign the contract in a form approved by the City Attorney.
- (3) Authorize staff to approve a cumulative total of change orders, as necessary not to exceed \$21,000.
- (4) Authorize air quality monitoring and clearance services from SCS Engineers in an amount not to exceed \$38,000 under their on-call agreement, and authorize the Mayor to sign the proposal.

Lisa Ann Rapp   
Director of Public Works

  
Thaddeus McCormack  
City Manager

August 13, 2020  
Proposal No. 010781220

Via Email: (SChambers@lakewoodcity.org)

Mrs. Samantha Chambers  
City of Lakewood  
5050 Clark Avenue  
Lakewood, CA 90712  
(562) 866-9771

**Subject: Proposal to Provide Additional Asbestos-Containing Materials (ACM) and Lead Based Paint (LPB) Services, Lakewood Equestrian Center, 11369 East Carson Street, Lakewood, California 90715**

Dear Samantha:

In response to your email request, this letter serves as SCS Engineers' (SCS) proposal to perform a survey for asbestos-containing materials (ACMs) and lead-based paints (LPBs) of the Mini Golf Course and associated course greens located at the Lakewood Equestrian Center (the "Property"). In addition, as requested, this proposal provides the following optional services for the Mini Golf Course:

- Preparation of abatement specifications
- Provide as-needed ACM and LBP abatement monitoring services
- Preparation of a monitoring closeout package

Furthermore, SCS had previously conducted surveys of the caretaker residence, hay barn, office and restroom located on the Property as described in our reports dated February 1, 2018, September 20<sup>th</sup> and 30<sup>th</sup>, 2019. We have also provided our proposed scope of work and costs to prepare abatement specifications for ACM and LBP identified at the caretaker residence, hay barn, office and restroom.

As further described below, our proposed scope of services will consist of the following Tasks further described below:

- Task 1 – ACM and LBP Survey (Mini Golf Course)
- Task 2 – Preparation of Report of Findings (Mini Golf Course)
- Task 3 – Preparation of Abatement Specifications (Mini Golf Course)
- Task 4 – Preparation of Abatement Specifications (Caretaker Residence, Hay Barn, Office and Restroom)
- Task 5 – Daily Abatement Monitoring
- Task 6 – Abatement Monitoring Closeout Package

## **TASK 1 - ACM AND LBP SURVEY (MINI GOLF COURSE)**

**ACM Survey** – A State of California Division of Occupational Safety and Health (DOSH) Certified Asbestos Consultant (CAC) or Certified Site Surveillance Technician (CSST) will perform the survey for



suspect ACMs in compliance with applicable regulatory requirements (e.g. DOSH, Asbestos Hazard Emergency Response Act (AHERA), National Emissions Standard for Hazardous Air Pollutants (NESHAP), etc.). In those areas suspected of containing ACMs, SCS will collect bulk samples for laboratory analysis. Based on the information provided, we anticipate collecting a maximum of fifteen (15) samples for submittal to an accredited National Voluntary Laboratory Accreditation Program (NVLAP) laboratory for analysis via Polarized Light Microscopy (PLM, EPA/600/R-93/116). .

If additional analysis is necessary (i.e., 1,000-Point Count Analysis) for bulk samples identified with “trace” amounts of asbestos (less than 1%), SCS will obtain your approval prior to incurring any additional costs. The PLM bulk samples will be submitted for analysis on a standard 72-hour laboratory turn around. Analysis period commences upon arrival to the laboratory (samples will be shipped the day following collection). Expedited turnaround is available at additional cost.

If applicable, penetrations from core samples in roofing materials will be sealed with asphaltic mastic. SCS makes no guarantee that penetrations will be waterproof; however, we do make an effort to collect samples at locations that would minimize any water seepage (as feasible). All other suspect material samples will be collected from the most inconspicuous areas as possible.

**LBP Survey** – A State of California Department of Public Health (CDPH) Lead-Related Construction Inspector/Assessor (LRC-IA) or a DPH Lead-Related Construction Sampling Technician (LRC-ST) will conduct the survey of the structure for LBP in compliance with all applicable regulatory requirements (e.g. CDPH, United States Department of Housing and Urban Development (HUD), etc.). The assessment will involve sampling of the exterior and interior components utilizing an X-Ray Fluorescence (XRF) handheld lead paint analyzer or via paint chip sampling. In the event XRF readings are inconclusive paint chip samples will be collected. Paint chip samples (as applicable) will be submitted to a 3rd party laboratory with NVLAP recognition for analysis using EPA Method 7000B. Collected paint chip samples (as applicable) will be submitted for analysis on a standard 72-hour laboratory turn around. Analysis period commences upon arrival to the laboratory (samples will be shipped the day following collection). Expedited turnaround is available at additional cost.

## **TASK 2 - PREPARATION OF REPORT OF FINDINGS (MINI GOLF COURSE)**

The results of the ACM and LBP survey will be summarized in a report, including a description of the structure, descriptions of ACM/LBP samples and locations, a summary table of analytical laboratory results, conclusions, and recommendations. The client is responsible for providing site access for the Survey during normal business hours. Assuming site access is readily available, following appropriate authorization to proceed, the fieldwork can be scheduled within approximately one week, and the report will be completed within approximately two weeks after receipt of analytical results. The information from this survey can be used by contractors to appropriately manage the hazards associated with ACM and LBP during building demolition activities.

## **TASK 3- PREPARATION OF ABATEMENT SPECIFICATIONS (MINI GOLF COURSE)**

Preparation Effort to include ACM/LBP results in the Abatement Specifications (as needed) – Based on the ACM Survey report, a CAC will prepare specifications for the abatement of ACMs and ACCMs identified at the Site. The ACM specifications will be prepared in general accordance with Federal, State, and Local abatement regulations.

#### **TASK 4 - PREPARATION OF ABATEMENT SPECIFICATIONS (CARETAKER RESIDENCE, HAY BARN, OFFICE AND RESTROOM)**

SCS will review the proposed project scope, identify potential areas that may be impacted, prepare specifications outlining control methods to minimize the potential for a fiber release or lead-laden dust episodes and handling/removal of previously identified ACMs and LBPs associated with the "Caretaker Residence, Hay Barn, Office and Restroom." The specifications will also outline required worker training and protection programs for those individuals that may be involved with mitigating or removing ACMs, outline engineering controls and describe stabilization procedures for LBP components.

The specifications will be prepared by a State of California Division of Occupational Safety and Health (DOSH) CAC in general accordance with current Federal, State and Local regulatory requirements). In addition, a California Department of Public Health (CDPH) Certified Lead Project Monitor (LPM) will prepare specifications for abatement in general accordance with current Federal, State and Local regulatory requirements. The specifications will be limited to the scope of work as discussed with the client. Upon completion, one electronic copy of the workplan will be submitted to the client for use.

#### **TASK 5 - DAILY ABATEMENT MONITORING**

SCS will provide oversight and air monitoring services during asbestos and lead abatement of the items identified in survey reports by SCS for the Caretaker Residence, Hay Barn, Mini Golf Course, Office and Restroom dated February 1, 2018, September 20<sup>th</sup> and 30<sup>th</sup>, 2019. This proposal is based on a daily shift rate to perform abatement monitoring, since the contractor's schedule is unknown at this time, Therefore, SCS has assumed 10 working shifts.

Our scope of work for the asbestos and lead abatement will include oversight and documentation of contractor performance during abatement activities, air sampling during asbestos and lead removal, final air clearance samples following asbestos removal, lead dust wipe clearance samples following lead removal, and preparation of a final report describing site activities Abatement observation and air monitoring will be performed by SCS personnel who are California Division of Occupational Safety and Health (DOSH) Certified Asbestos Consultants (CAC) or Certified Site Surveillance Technicians (CSST), and/or California Department of Public Health (DPH) Lead-Related Construction Project Monitors.

Each day of abatement oversight inspection will include the following:

- Air sampling and analysis for asbestos and lead by 3<sup>rd</sup> party accredited laboratory
- Observation of asbestos and lead removal activities (8-hours per shift)
- Preparation of daily observation reports
- Interpretation of asbestos and lead air sample analysis results and a review of contractor's asbestos and lead sampling (as required)
- Collection of a maximum of six (6) PCM asbestos air samples per shift
- Collection of a maximum of two (2) Lead dust in air samples per shift
- Attendance at one pre-construction meeting
- Travel time and mileage

During abatement of asbestos and lead, SCS will prepare daily reports of observations and document any comments or instructions given to the abatement contractor. If situations are observed that warrant work stoppage, SCS will contact the client and make appropriate recommendations. Situations that would warrant such action include excessive (e.g., visible) airborne fiber concentrations, significant health and safety violations by the contractor and/or lack of compliance with federal, state, or local regulations with respect to asbestos and lead abatement activities.

We have assumed that the contractor will conduct appropriate personnel air sampling as part of the asbestos and lead abatement. Interior and exterior air sampling during asbestos and lead abatement will be conducted utilizing low and/or high volume air sampling pumps. Collected air samples will be analyzed by an accredited laboratory via Phase Contrast Microscopy (PCM) techniques to determine airborne fiber concentrations, and via Atomic Absorption Spectrometry (AAS) techniques to determine airborne lead dust concentrations.

## **TASK 6 – ABATEMENT MONITORING CLOSEOUT PACKAGE**

SCS will provide a clearance letter for the abatement after the work has been completed and waste disposal manifest(s) has/have been received. A final report of oversight activities will be submitted to the client as soon as all final abatement contractor submittals (as required in the contract documents) have been received by SCS. The final report will include the following:

- Asbestos and lead air monitoring results
- Lead dust wipe characterization results
- Daily inspection reports
- Abatement contractor records
- Waste disposal manifests

## **Cost Summary**

We estimate that the total time necessary to complete the Survey is approximately one (1) working shift. We anticipate being able to start work on the project immediately upon receipt of the executed contractual documents.

The lump sum cost for the Survey is summarized in the table below:

Task	Description	Fixed Fee Costs	Initial for Execution
Task 1	ACM and LBP Survey (Mini Golf Course Structure and Course Greens)	\$2,160.00	
Task 2	Report of Findings Preparation	\$1,850.00	
Task 3	Preparation effort to include findings from the Golf Course Survey into Abatement Specifications	\$1,480.00	

Mrs. Samantha Chambers  
Proposal No 010781220  
August 13, 2020  
Page 5

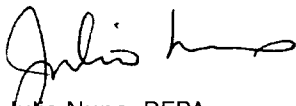
Task 4	ACM and LBP Specifications Preparation for Caretaker Residence, Hay Barn, Office and Restroom	\$5,170.00	
Task 5	ACM and LBP Abatement Monitoring  Daily shift rate for 8 hours of on-site monitoring (Include sample analysis, equipment, travel) (\$1,835.00/per daily shift)	\$18,350.00  (Assumed 10 shifts additional shifts will be billed at daily rate)	
Task 6	Asbestos and Lead Abatement Monitoring Closeout Report	\$4,430.00	

Please note, if the building use changes, the structures are instead to be renovated, or there are historical architectural considerations, etc., additional sampling and analysis may be necessary. No additional work outside the proposed level of effort will be performed without prior approval.

If this proposal meets with your approval, please sign in the space provided below, initial in space above and return a copy of this proposal to our office. Work will be conducted in accordance with the terms and conditions of our existing agreement for professional services. This proposal is valid for a period of 30 days from the date of submittal.

Should you have any questions regarding this proposal, please direct them to either of the undersigned at (562) 426-9544.

Sincerely,



Julio Nuno, REPA  
Senior Vice President  
**SCS ENGINEERS**



Steven Perez, CAC, LRC-I/A, LPM  
Project Professional  
**SCS ENGINEERS**

cc: Lisa Rapp - by email ([LRapp@lakewoodcity.org](mailto:LRapp@lakewoodcity.org))

Accepted by: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

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

*Reports*

## **COUNCIL AGENDA**

May 11, 2021

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

**SUBJECT:** Transmittal of Letter to Exercise Option to Purchase of Leased Helicopter

### **INTRODUCTION**

Lakewood currently leases one (1) Robinson R44 Raven II helicopter through Marquette Bank for the sky Knight program. The final lease payment is due August 1, 2021. Under the terms of the Lease-Purchase Agreement, the city may exercise an Option to Purchase provision of the agreement to purchase the helicopter.

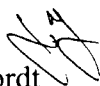
### **STATEMENT OF FACTS**

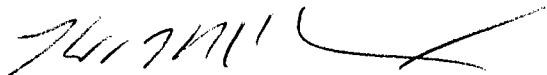
Lakewood entered into an Assignment and Assumption Agreement in July 2015 with the City of El Monte and Marquette Bank to assume an existing Lease-Purchase Agreement from El Monte for one (1) Robinson R44 Raven II helicopter. The final payment of \$49,871.80 is due on August 1, 2021.

Upon submitting the final lease payment, the agreement provides an option to purchase the helicopter for the Purchase Value of \$1.00. To exercise this option, the city must provide written notice, no less than sixty days before the final lease payment is due, of the intent to purchase the helicopter. Funds for the final lease payment and the purchase price are included in the FY2022 adopted budget.

### **STAFF RECOMMENDATION**

Staff recommends the City Council direct the City Manager to transmit written notice to Marquette Bank by June 2, 2021, expressing Lakewood's intent to exercise the Option to Purchase to purchase the helicopter for the Purchase Value of \$1.00.

  
Joshua Yordt  
Director of Public Safety

  
Thaddeus McCormack  
City Manager

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# *Housing Successor*

**CITY OF LAKEWOOD SUCCESSOR AGENCY - HOUSING  
FUND SUMMARY 4/29/2021**

In accordance with section 2521 of the Lakewood Municipal Code there is presented herewith a summary of obligations to be paid by voucher 404 through 405. Each of the following demands has been audited by the Director of Administrative Services and approved by the City Manager.

3901	HOUSING SUCCESSOR AGENCY	18,250.00
		<hr/>
		<b>18,250.00</b>

Council Approval

\_\_\_\_\_  
Date

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

Attest

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

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

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

<u>CHECK #</u>	<u>CHECK DATE</u>	<u>VEND #</u>	<u>VENDOR NAME</u>	<u>GROSS</u>	<u>DISC.</u>	<u>CHECK AMOUNT</u>
404	04/29/2021	40572	CHICAGO TITLE CO	250.00	0.00	250.00
405	04/29/2021	3699	HENRY. DARRELL & MAISHA	18,000.00	0.00	18,000.00
<b>Totals:</b>				<u>18,250.00</u>	<u>0.00</u>	<u>18,250.00</u>