

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

May 12, 2020

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

**ADJOURNED MEETING:
CLOSED SESSION**

6:30 p.m.

PAN AMERICAN ROOM

CONFERENCE WITH LABOR NEGOTIATORS – Pursuant to Government Code §54957.6

Agency Designated Representative: City Manager, Office of the City Attorney and Liebert Cassidy Whitmore, Director of Finance and Administrative Services, Deputy City Manager, Human Resources Manager, Personnel Technician

Employee Organization: Lakewood City Employees' Association

CALL TO ORDER

7:30 p.m.

INVOCATION:

PLEDGE OF ALLEGIANCE:

ROLL CALL: Mayor Todd Rogers
Vice Mayor Jeff Wood
Council Member Steve Croft
Council Member Diane DuBois
Council Member Ariel Pe

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 Meetings held June 11, and June 25, 2019

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 RESOLUTION NO. 2020-14; 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-5 RESOLUTION NO. 2020-15; A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAKEWOOD APPROVING THE TENTATIVE AGREEMENT BETWEEN THE CITY OF LAKEWOOD AND THE LAKEWOOD CITY EMPLOYEES ASSOCIATION AND ESTABLISHING EMPLOYEE BENEFITS, DEFINING THE CONDITIONS AND HOURS OF EMPLOYMENT AND ADOPTING A CLASSIFICATION AND COMPENSATION PLAN FOR CITY OFFICERS AND EMPLOYEES - Staff recommends City Council adopt proposed resolution.
- RI-6 RESOLUTION NO. 2020-16; A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAKEWOOD REPEALING RESOLUTION NO. 2019-49 PERTAINING TO HOURLY-RATED PART-TIME EMPLOYEES AND ENACTING A PERSONNEL RESOLUTION ESTABLISHING THE COMPENSATION, RULES AND REGULATIONS PERTAINING TO HOURLY-RATED PART-TIME EMPLOYEES - Staff recommends City Council adopt proposed resolution.
- RI-7 COOPERATIVE AGREEMENT TO REPLACE DEL AMO BRIDGE OVER LOS COYOTE CREEK - Staff recommends City Council authorize Mayor to execute Agreement among the Cities of Lakewood, Cerritos and La Palma, setting forth conditions to develop preliminary design and environmental review for replacement of Del Amo bridge over Coyote Creek in a form approved by the City Attorney.
- RI-8 NOTICE OF COMPLETION – PUBLIC WORKS CONTRACT 2018-7; PARAMOUNT BOULEVARD LANDSCAPING AND DRAINAGE PROJECT - Staff recommends City Council accept the work performed by Aramexx Construction in a final contract amount of \$2,119,367.28, and authorize City Clerk to file Notice of Completion for Public Works Contract 2018-7.

REPORTS:

- 3.1 COVID-19 UPDATE - Staff recommends City Council receive and file report.

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 at least 48 hours in advance to ensure that reasonable arrangements can be made to provide accessibility to the meeting.

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

Routine Items

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 12, 2020

TO: The Honorable Mayor and City Council

SUBJECT: Report of Personnel Transactions

	<u>Name</u>	<u>Title</u>	<u>Schedule</u>	<u>Effective Date</u>
1. FULL-TIME EMPLOYEES				
A. Appointments	None			
B. Changes	None			
C. Separations	None			
2. PART-TIME EMPLOYEES				
A. Appointments	Anthony Martinez	Maintenance Trainee I	B	05/04/2020
B. Changes	None			
C. Separations	None			



Thaddeus McCormack
City Manager

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

**CITY OF LAKEWOOD
FUND SUMMARY 4/23/2020**

In accordance with section 2521 of the Lakewood Municipal Code there is presented herewith a summary of obligations to be paid by voucher 97436 through 97585. Each of the following demands has been audited by the Director of Administrative Services and approved by the City Manager.

1010	GENERAL FUND	1,653,310.52
1020	CABLE TV	230.00
1030	CDBG CURRENT YEAR	3,214.08
1050	COMMUNITY FACILITY	8,105.06
1336	STATE COPS GRANT	18,926.80
1621	LA CNTY MEASURE R	41,558.19
1623	LA CNTY MEASURE W	747.50
3001	CAPITAL IMPROV PROJECT FUND	961.63
3070	PROPOSITION "C"	820.28
5010	GRAPHICS AND COPY CENTER	2,231.67
5030	FLEET MAINTENANCE	357.13
7500	WATER UTILITY FUND	752,434.83
8030	TRUST DEPOSIT	189.86
		<hr/>
		2,483,087.55

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
97436	04/23/2020	4842	A T & T CORP	247.38	0.00	247.38
97437	04/23/2020	61142	ADAMS-HILLERY SHARRON	3,199.58	0.00	3,199.58
97438	04/23/2020	4551	ACCOUNTING PRINCIPALS. INC	1,047.47	0.00	1,047.47
97439	04/23/2020	59969	BAKERSFIELD WELL & PUMP CO	697,346.93	0.00	697,346.93
97440	04/23/2020	48108	BERG. APRIL	146.25	0.00	146.25
97441	04/23/2020	1935	BREA. CITY OF	42,716.00	0.00	42,716.00
97442	04/23/2020	53983	CALIF STATE FRANCHISE TAX BOARD	200.00	0.00	200.00
97443	04/23/2020	7800	CERRITOS CITY	41,558.19	0.00	41,558.19
97444	04/23/2020	43135	CERRITOS. CITY OF	14,932.00	0.00	14,932.00
97445	04/23/2020	45894	CINTAS CORPORATION	70.44	0.00	70.44
97446	04/23/2020	4776	CORELOGIC. INC.	29.00	0.00	29.00
97447	04/23/2020	5323	COURTESY CHEVROLET CENTER	31,025.17	0.00	31,025.17
97448	04/23/2020	56889	DELTA DENTAL OF CALIFORNIA	7,833.80	0.00	7,833.80
97449	04/23/2020	3199	EDCO WASTE SERVICES LLC	419,661.50	0.00	419,661.50
97450	04/23/2020	5342	FIRST RESPONSE METERING. LLC	2,400.00	0.00	2,400.00
97451	04/23/2020	4884	FRONTIER CALIFORNIA INC.	2,837.02	0.00	2,837.02
97452	04/23/2020	4168	WEST COAST MEDIA NEWS LLC	1,870.90	0.00	1,870.90
97453	04/23/2020	65779	GOLDEN STATE WATER COMPANY	8,710.77	0.00	8,710.77
97454	04/23/2020	5257	GRANITE TELECOMMUNICATIONS. LLC	85.08	0.00	85.08
97455	04/23/2020	4688	HUNTER. JOHN L & ASSOCIATES	747.50	0.00	747.50
97456	04/23/2020	4180	JONES RICHARD D. A PROF LAW CORP	16,750.00	0.00	16,750.00
97457	04/23/2020	18300	LAKEWOOD CHAMBER OF COMMERCE	2,416.67	0.00	2,416.67
97458	04/23/2020	55469	LAKEWOOD CITY EMPLOYEE ASSOCIATION	1,940.00	0.00	1,940.00
97459	04/23/2020	18550	LAKEWOOD. CITY OF	189.86	0.00	189.86
97460	04/23/2020	18400	LAKEWOOD. CITY WATER DEPT	47,368.43	0.00	47,368.43
97461	04/23/2020	4783	LANDCARE HOLDINGS INC	7,184.28	0.00	7,184.28
97462	04/23/2020	21600	LOS ANGELES CO SHERIFFS DEPT	925,324.86	0.00	925,324.86
97463	04/23/2020	45069	LOS ANGELES CO/DEPT PW BLDG SVCS	65,388.67	0.00	65,388.67
97464	04/23/2020	36844	LA COUNTY DEPT OF PUBLIC WORKS	961.63	0.00	961.63
97465	04/23/2020	58414	MANAGED HEALTH NETWORK	344.65	0.00	344.65
97466	04/23/2020	4190	NATIONAL UNION FIRE INSURANCE CO	527.38	0.00	527.38
97467	04/23/2020	65659	PHASE II SYSTEMS INC	3,376.75	0.00	3,376.75
97468	04/23/2020	51171	PERS LONG TERM CARE PROGRAM	70.64	0.00	70.64
97469	04/23/2020	4956	ROSS AVIATION INVESTMENT. LLC	4,271.29	0.00	4,271.29
97470	04/23/2020	65297	S.T.E.A.M.	17,100.74	0.00	17,100.74
97471	04/23/2020	29400	SOUTHERN CALIFORNIA EDISON CO	84,464.23	0.00	84,464.23
97472	04/23/2020	29500	SOUTHERN CALIFORNIA GAS CO	4,070.53	0.00	4,070.53
97473	04/23/2020	50299	SPENCER. GORDON	150.00	0.00	150.00
97474	04/23/2020	37930	STANDARD INSURANCE CO UNIT 22	10,858.26	0.00	10,858.26
97475	04/23/2020	4830	TELECOM LAW FIRM PC	432.00	0.00	432.00
97476	04/23/2020	2372	TGIS CATERING SVCS INC	240.90	0.00	240.90
97477	04/23/2020	4873	TRANSAMERICA LIFE INSURANCE COMPANY	1,794.29	0.00	1,794.29
97478	04/23/2020	66245	TYLER TECHNOLOGIES MUNIS DIVISION	250.00	0.00	250.00
97479	04/23/2020	5284	UNIFIRST CORPORATION	116.08	0.00	116.08

CITY OF LAKEWOOD SUMMARY CHECK REGISTER

CHECK #	CHECK DATE	VEND #	VENDOR NAME	GROSS	DISC.	CHECK AMOUNT
97480	04/23/2020	5254	US DEPARTMENT OF EDUCATION AWG	348.76	0.00	348.76
97481	04/23/2020	4837	XEROX CORPORATION	2,231.67	0.00	2,231.67
97482	04/23/2020	61854	ZAMORA, SILVIE (WARD)	80.00	0.00	80.00
97483	04/23/2020	3699	ALVAREZ, CHRISTINA	34.00	0.00	34.00
97484	04/23/2020	3699	AMARO, SELENA	120.00	0.00	120.00
97485	04/23/2020	3699	ANDERSON, MICHELE	25.00	0.00	25.00
97486	04/23/2020	3699	AOUINO, CORA	110.00	0.00	110.00
97487	04/23/2020	3699	AVENDANO, TERESA	50.00	0.00	50.00
97488	04/23/2020	3699	BARLOW, JAMIE	478.00	0.00	478.00
97489	04/23/2020	3699	BARNETT, BEVERLY	55.00	0.00	55.00
97490	04/23/2020	3699	BAUTISTA, ROSIE	60.00	0.00	60.00
97491	04/23/2020	3699	BENNETT, TRACY	120.00	0.00	120.00
97492	04/23/2020	3699	BENOIT, KAREN	62.00	0.00	62.00
97493	04/23/2020	3699	BENOIT, MONIOUE	60.00	0.00	60.00
97494	04/23/2020	3699	BERNAL, ANGELICA	160.00	0.00	160.00
97495	04/23/2020	3699	BORBON, PATRICIA	34.00	0.00	34.00
97496	04/23/2020	3699	BROAD, MIKE	75.00	0.00	75.00
97497	04/23/2020	3699	BROWN, CAROL	55.00	0.00	55.00
97498	04/23/2020	3699	BRUMBELOW, TIA	199.00	0.00	199.00
97499	04/23/2020	3699	BURTON, SCHUYLER	30.00	0.00	30.00
97500	04/23/2020	3699	CABRERA, GINA	47.00	0.00	47.00
97501	04/23/2020	3699	CARBAJAL, JOYCE	34.00	0.00	34.00
97502	04/23/2020	3699	CARRIEL, RAMON LUIS	55.00	0.00	55.00
97503	04/23/2020	3699	CARRILLO, JOSE	50.00	0.00	50.00
97504	04/23/2020	3699	CARTER, SARAH	20.00	0.00	20.00
97505	04/23/2020	3699	CASTILLO, CARLOS	50.00	0.00	50.00
97506	04/23/2020	3699	CASTRO, JENNIFER	160.00	0.00	160.00
97507	04/23/2020	3699	CHAVEZ, PHILLIP	60.00	0.00	60.00
97508	04/23/2020	3699	COLWELL, MELANIE	34.00	0.00	34.00
97509	04/23/2020	3699	COX, ELIZABETH	44.00	0.00	44.00
97510	04/23/2020	3699	DAMP, LOUISE	24.00	0.00	24.00
97511	04/23/2020	3699	DANTEMA, MARIA	50.00	0.00	50.00
97512	04/23/2020	3699	DEL JUNCO, GEORGE	60.00	0.00	60.00
97513	04/23/2020	3699	DETRICK, JOHN	110.00	0.00	110.00
97514	04/23/2020	3699	DILEVA, JENNIFER	24.00	0.00	24.00
97515	04/23/2020	3699	DOIRON, LEONA	110.00	0.00	110.00
97516	04/23/2020	3699	DOUGHTY, SCOTT	50.00	0.00	50.00
97517	04/23/2020	3699	DRALE, REBECCA	108.00	0.00	108.00
97518	04/23/2020	3699	DUEÑAS, ROCIO	30.00	0.00	30.00
97519	04/23/2020	3699	ENDSLEY, SANDRA	165.00	0.00	165.00
97520	04/23/2020	3699	ESTANSILAO, NOEL	48.00	0.00	48.00
97521	04/23/2020	3699	FENNELL, MICHELLE	120.00	0.00	120.00
97522	04/23/2020	3699	GALLETTA, PAUL	110.00	0.00	110.00
97523	04/23/2020	3699	GARCIA, JENNIFER	80.00	0.00	80.00

CITY OF LAKEWOOD SUMMARY CHECK REGISTER

CHECK #	CHECK DATE	VEND #	VENDOR NAME	GROSS	DISC.	CHECK AMOUNT
97524	04/23/2020	3699	GARCIA, NANCY	75.00	0.00	75.00
97525	04/23/2020	3699	GARCIA, RAMIRO	75.00	0.00	75.00
97526	04/23/2020	3699	GILLILAND, JESSICA	30.00	0.00	30.00
97527	04/23/2020	3699	GONZALEZ, GRACIE	50.00	0.00	50.00
97528	04/23/2020	3699	GONZALEZ, REYNA	50.00	0.00	50.00
97529	04/23/2020	3699	GOW SHEILA	32.00	0.00	32.00
97530	04/23/2020	3699	GRANT, CHRISTINA	50.00	0.00	50.00
97531	04/23/2020	3699	GREITL, JOE	80.00	0.00	80.00
97532	04/23/2020	3699	GUERRERO, DAVID	90.00	0.00	90.00
97533	04/23/2020	3699	HAJEK, LINDA	110.00	0.00	110.00
97534	04/23/2020	3699	HESTER, NADA	55.00	0.00	55.00
97535	04/23/2020	3699	HO, MELINA	40.00	0.00	40.00
97536	04/23/2020	3699	HODGSON, JOHN	60.00	0.00	60.00
97537	04/23/2020	3699	HOFF, SHERYN	65.00	0.00	65.00
97538	04/23/2020	3699	HOOVER, VERONIKA	34.00	0.00	34.00
97539	04/23/2020	3699	HORTON, VANESSA	55.00	0.00	55.00
97540	04/23/2020	3699	INMAN, CATHY	110.00	0.00	110.00
97541	04/23/2020	3699	ISAI, LINDA	130.00	0.00	130.00
97542	04/23/2020	3699	JACKSON, JAMES	60.00	0.00	60.00
97543	04/23/2020	3699	JACKSON, JASON	50.00	0.00	50.00
97544	04/23/2020	3699	JOVANOVIC, JOANNE	68.00	0.00	68.00
97545	04/23/2020	3699	JUNIOR, GREGORY	43.00	0.00	43.00
97546	04/23/2020	3699	KELLY, JANE	40.00	0.00	40.00
97547	04/23/2020	3699	KEMP, STEVEN	60.00	0.00	60.00
97548	04/23/2020	3699	KUROIWA, JOYCE	110.00	0.00	110.00
97549	04/23/2020	3699	LANNERS, HELEN	50.00	0.00	50.00
97550	04/23/2020	3699	LEARK, JUNE	65.00	0.00	65.00
97551	04/23/2020	3699	LEHAN, DEBORAH	55.00	0.00	55.00
97552	04/23/2020	3699	LONG, KAREN	24.00	0.00	24.00
97553	04/23/2020	3699	LOPEZ, JEANETTE	75.00	0.00	75.00
97554	04/23/2020	3699	MALALUAN, ROWEN	52.00	0.00	52.00
97555	04/23/2020	3699	MAROLDA, MARSHA	110.00	0.00	110.00
97556	04/23/2020	3699	MARTINEZ, MIRELLA	60.00	0.00	60.00
97557	04/23/2020	3699	MATTIA, KARINA	42.00	0.00	42.00
97558	04/23/2020	3699	MAYS, THEO	60.00	0.00	60.00
97559	04/23/2020	3699	MCCONNELL, KIMBERLY	512.00	0.00	512.00
97560	04/23/2020	3699	MEDRANO, BRITTANY	15.00	0.00	15.00
97561	04/23/2020	3699	MENDOZA, KATHERINE	110.00	0.00	110.00
97562	04/23/2020	3699	MENDOZA, GLORIA	128.00	0.00	128.00
97563	04/23/2020	3699	MERCIER, JEFFREY	60.00	0.00	60.00
97564	04/23/2020	3699	MILLER, MAUREEN	25.00	0.00	25.00
97565	04/23/2020	3699	MOMS CLUB OF LAKEWOOD	250.00	0.00	250.00
97566	04/23/2020	3699	MORALES, SHARI	30.00	0.00	30.00
97567	04/23/2020	3699	NORVELL, JANET	43.00	0.00	43.00

**CITY OF LAKEWOOD
SUMMARY CHECK REGISTER**

CHECK #	CHECK DATE	VEND #	VENDOR NAME	GROSS	DISC.	CHECK AMOUNT
97568	04/23/2020	3699	O'DONNELL, MICHAEL	220.00	0.00	220.00
97569	04/23/2020	3699	OBANDO, STEPHANIE	110.00	0.00	110.00
97570	04/23/2020	3699	PADILLA, BLANCA	60.00	0.00	60.00
97571	04/23/2020	3699	PARAGAS, AMANDA	34.00	0.00	34.00
97572	04/23/2020	3699	PARKER, AMY	44.00	0.00	44.00
97573	04/23/2020	3699	PATEL, MAHESH	50.00	0.00	50.00
97574	04/23/2020	3699	PORTIS, CINDY	30.00	0.00	30.00
97575	04/23/2020	3699	POST, PAM	34.00	0.00	34.00
97576	04/23/2020	3699	PULVINO, JOHN	110.00	0.00	110.00
97577	04/23/2020	3699	RANDALL, KATHY	55.00	0.00	55.00
97578	04/23/2020	3699	RASDAS, RITCHEL	30.00	0.00	30.00
97579	04/23/2020	3699	REYNOLDS, ERICA	42.00	0.00	42.00
97580	04/23/2020	3699	ROBLEDO, LYDIA	44.00	0.00	44.00
97581	04/23/2020	3699	RODRIGUEZ, RON	360.00	0.00	360.00
97582	04/23/2020	3699	ROLLO, JASON	50.00	0.00	50.00
97583	04/23/2020	3699	ROVER, JENNIFER	34.00	0.00	34.00
97584	04/23/2020	3699	SERVISS, CORALYN	75.00	0.00	75.00
97585	04/23/2020	3699	SPENCER, MISSY	30.00	0.00	30.00
Totals:				<u>2,483,087.55</u>	<u>0.00</u>	<u>2,483,087.55</u>

**CITY OF LAKEWOOD
FUND SUMMARY 4/30/2020**

In accordance with section 2521 of the Lakewood Municipal Code there is presented herewith a summary of obligations to be paid by voucher 97586 through 97690. Each of the following demands has been audited by the Director of Administrative Services and approved by the City Manager.

1010	GENERAL FUND	183,797.78
1020	CABLE TV	1,145.24
1030	CDBG CURRENT YEAR	1,625.00
1050	COMMUNITY FACILITY	6,039.62
3001	CAPITAL IMPROV PROJECT FUND	22,823.99
3070	PROPOSITION "C"	345.92
5010	GRAPHICS AND COPY CENTER	1,169.79
5020	CENTRAL STORES	4,341.55
5030	FLEET MAINTENANCE	13,893.32
6020	GEOGRAPHIC INFORMATION SYSTEM	57.49
7500	WATER UTILITY FUND	67,548.82
8020	LOCAL REHAB LOAN	221.50
8030	TRUST DEPOSIT	200.00
8060	WATER FIDUCIARY FUND	5,800.70
		<hr/>
		309,010.72

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
97586	04/30/2020	4848	AFFORDABLE GENERATOR SERVICE. INC.	4,645.00	0.00	4,645.00
97587	04/30/2020	4644	AGRI-TURF DISTRIBUTING	63.33	0.00	63.33
97588	04/30/2020	4551	ACCOUNTING PRINCIPALS. INC	3,019.53	0.00	3,019.53
97589	04/30/2020	5314	ALESHIRE & WYNDER LLP	5,800.70	0.00	5,800.70
97590	04/30/2020	3211	ALL STAR GLASS	289.79	0.00	289.79
97591	04/30/2020	5179	ALS GROUP USA. CORP.	4,973.50	0.00	4,973.50
97592	04/30/2020	7500	CENTRAL BASIN MUNICIPAL WATER	6,249.83	0.00	6,249.83
97593	04/30/2020	4911	CONVERGINT TECHNOLOGIES LLC	11,657.00	0.00	11,657.00
97594	04/30/2020	4043	DIAMOND ENVIRONMENTAL SERVICES LP	301.45	0.00	301.45
97595	04/30/2020	4680	DIAZ. ISABELLE	215.00	0.00	215.00
97596	04/30/2020	43597	DIVE/CORR INC	195.00	0.00	195.00
97597	04/30/2020	5229	DUNRITE PEST CONTROL INC.	260.00	0.00	260.00
97598	04/30/2020	5242	EBC ACOUISITION LLC	1,301.10	0.00	1,301.10
97599	04/30/2020	4251	PROFIT SYSTEMS INC	2,914.42	0.00	2,914.42
97600	04/30/2020	5182	FRED ALLEN ENTERPRISES. INC.	527.78	0.00	527.78
97601	04/30/2020	5304	GDL BEST CONTRACTORS. INC.	124,763.50	0.00	124,763.50
97602	04/30/2020	58088	GEOSCIENCE SUPPORT SERVICES INC	36,886.25	0.00	36,886.25
97603	04/30/2020	64215	GOLD COAST AWARDS INC	264.72	0.00	264.72
97604	04/30/2020	52540	GONSALVES JOE A & SON	4,526.00	0.00	4,526.00
97605	04/30/2020	42031	HOME DEPOT	459.56	0.00	459.56
97606	04/30/2020	42031	HOME DEPOT	105.35	0.00	105.35
97607	04/30/2020	36589	IMMEDIATE MEDICAL CARE	285.00	0.00	285.00
97608	04/30/2020	4622	JHM SUPPLY INC	64.88	0.00	64.88
97609	04/30/2020	53311	LAKEWOOD MEALS ON WHEELS	875.00	0.00	875.00
97610	04/30/2020	18550	LAKEWOOD. CITY OF	200.00	0.00	200.00
97611	04/30/2020	58741	LANDSCAPE STRUCTURES INC	4,538.90	0.00	4,538.90
97612	04/30/2020	44733	LIEBERT CASSIDY WHITMORE	1,254.00	0.00	1,254.00
97613	04/30/2020	4482	MALTY INTERNATIONAL GROUP INC	100.49	0.00	100.49
97614	04/30/2020	4625	MERCHANT'S BUILDING MAINTENANCE LLC	950.00	0.00	950.00
97615	04/30/2020	332	MERRIMAC PETROLEUM INC	1,513.86	0.00	1,513.86
97616	04/30/2020	57391	MINI COACH INC	5,098.15	0.00	5,098.15
97617	04/30/2020	59102	MOST DEPENDABLE FOUNTAINS	449.24	0.00	449.24
97618	04/30/2020	615	MUNI SERVICES LLC	3,243.79	0.00	3,243.79
97619	04/30/2020	4443	O'REILLY AUTOMOTIVE STORES INC	419.79	0.00	419.79
97620	04/30/2020	63708	DY-JO CORPORATION	570.00	0.00	570.00
97621	04/30/2020	50512	PATHWAYS VOLUNTEER HOSPICE	750.00	0.00	750.00
97622	04/30/2020	66116	PETERSEN. LOUISE	66.30	0.00	66.30
97623	04/30/2020	5130	PROJECT ENERGY SAVERS LLC	3,148.13	0.00	3,148.13
97624	04/30/2020	4309	SAFESHRED	50.00	0.00	50.00
97625	04/30/2020	5197	SIGNAL HILL AUTO ENTERPRISES INC.	181.66	0.00	181.66
97626	04/30/2020	5230	SITEONE LANDSCAPE SUPPLY. LLC	1,097.30	0.00	1,097.30
97627	04/30/2020	5022	MWB COPY PRODUCTS. INC.	114.98	0.00	114.98
97628	04/30/2020	29400	SOUTHERN CALIFORNIA EDISON CO	16,920.96	0.00	16,920.96
97629	04/30/2020	4212	SYN-TECH SYSTEMS INC	310.76	0.00	310.76

CITY OF LAKEWOOD SUMMARY CHECK REGISTER

CHECK #	CHECK DATE	VEND #	VENDOR NAME	GROSS	DISC.	CHECK AMOUNT
97630	04/30/2020	2372	TGIS CATERING SVCS INC	438.91	0.00	438.91
97631	04/30/2020	1437	U S BANK NATIONAL ASSOCIATION	22,635.70	0.00	22,635.70
97632	04/30/2020	31800	U S POSTMASTER	1,310.00	0.00	1,310.00
97633	04/30/2020	35089	UNDERGROUND SERVICE ALERT	113.95	0.00	113.95
97634	04/30/2020	5284	UNIFIRST CORPORATION	22.06	0.00	22.06
97635	04/30/2020	4840	VERITIV OPERATING COMPANY	614.55	0.00	614.55
97636	04/30/2020	33200	WALTERS WHOLESALE ELECTRIC CO	1,573.30	0.00	1,573.30
97637	04/30/2020	3943	WATERLINE TECHNOLOGIES INC	372.13	0.00	372.13
97638	04/30/2020	17640	WAXIE ENTERPRISES INC	146.36	0.00	146.36
97639	04/30/2020	40925	WEST COAST ARBORISTS INC	603.20	0.00	603.20
97640	04/30/2020	37745	WESTERN EXTERMINATOR CO	264.00	0.00	264.00
97641	04/30/2020	35146	WILLDAN ASSOCIATES	22,823.99	0.00	22,823.99
97642	04/30/2020	4837	XEROX CORPORATION	810.39	0.00	810.39
97643	04/30/2020	3699	BONILLA, MARIA	198.00	0.00	198.00
97644	04/30/2020	3699	BRADLEY, MICHAEL	48.00	0.00	48.00
97645	04/30/2020	3699	CROSS, JOHNETTE	48.00	0.00	48.00
97646	04/30/2020	3699	DUBOIS, LOUISE	24.00	0.00	24.00
97647	04/30/2020	3699	FIELDS, TANGYIKA	43.00	0.00	43.00
97648	04/30/2020	3699	GROVES, JILL	221.50	0.00	221.50
97649	04/30/2020	3699	MANUEL, ANGELANN	538.00	0.00	538.00
97650	04/30/2020	3699	RINDEN, NICOLE	250.00	0.00	250.00
97651	04/30/2020	3699	ROBINSON, ROBERT	43.00	0.00	43.00
97652	04/30/2020	3699	SALDANA, GUADALUPE	593.00	0.00	593.00
97653	04/30/2020	3699	SCHNEBELEN, SHERRYL	50.00	0.00	50.00
97654	04/30/2020	3699	SCHUCK, DAVID	50.00	0.00	50.00
97655	04/30/2020	3699	SEPULVEDA, RUBEN	43.00	0.00	43.00
97656	04/30/2020	3699	SHAKHNAZARYAN, VAZGEN KEN	225.00	0.00	225.00
97657	04/30/2020	3699	SHEPHERD, GEORGIA	43.00	0.00	43.00
97658	04/30/2020	3699	SIMPSON, BYRON	60.00	0.00	60.00
97659	04/30/2020	3699	SOLIS, RUBEN	50.00	0.00	50.00
97660	04/30/2020	3699	SONNENBERG, ELLEN	50.00	0.00	50.00
97661	04/30/2020	3699	SOUTHERN LA COUNTY USBC	556.00	0.00	556.00
97662	04/30/2020	3699	SPENO, LINA	50.00	0.00	50.00
97663	04/30/2020	3699	SPURR & ASSOCIATES INC.	64.68	0.00	64.68
97664	04/30/2020	3699	STRANGE, LASHANTI	43.00	0.00	43.00
97665	04/30/2020	3699	SUEKAWA, VICTORIA	34.00	0.00	34.00
97666	04/30/2020	3699	SURLOW, REIKO	120.00	0.00	120.00
97667	04/30/2020	3699	SWEET, DAWN	43.00	0.00	43.00
97668	04/30/2020	3699	TAKAMIYASHIRO, ALICE	124.00	0.00	124.00
97669	04/30/2020	3699	TAYLOR, ANNA	105.00	0.00	105.00
97670	04/30/2020	3699	THOMAS, JOVITA	55.00	0.00	55.00
97671	04/30/2020	3699	TOLEDO, DOUGLAS	110.00	0.00	110.00
97672	04/30/2020	3699	TURNER, FRANKLIN	478.00	0.00	478.00
97673	04/30/2020	3699	URKOFISKY, ROBERT	75.00	0.00	75.00

CITY OF LAKEWOOD SUMMARY CHECK REGISTER

CHECK #	CHECK DATE	VEND #	VENDOR NAME	GROSS	DISC.	CHECK AMOUNT
97674	04/30/2020	3699	VAIDYANATHAN. KAVITHA	17.00	0.00	17.00
97675	04/30/2020	3699	VARELA. KAREN	60.00	0.00	60.00
97676	04/30/2020	3699	VELEZ. MARY	24.00	0.00	24.00
97677	04/30/2020	3699	VERA. YAZMIN	60.00	0.00	60.00
97678	04/30/2020	3699	VERDOORN. AMANDA	250.00	0.00	250.00
97679	04/30/2020	3699	VILLAGOMEZ. PATRICIA	60.00	0.00	60.00
97680	04/30/2020	3699	VILLEGAS. VANESSA	50.00	0.00	50.00
97681	04/30/2020	3699	VOKOUN. KATE	110.00	0.00	110.00
97682	04/30/2020	3699	VOLDEN. DONALD	55.00	0.00	55.00
97683	04/30/2020	3699	WAKER. TIFFANIE	25.00	0.00	25.00
97684	04/30/2020	3699	WALBORN-PARDUCHO. DEBBIE	32.00	0.00	32.00
97685	04/30/2020	3699	WALKER. ELLEN	110.00	0.00	110.00
97686	04/30/2020	3699	WIGGINS. SUSIE	100.00	0.00	100.00
97687	04/30/2020	3699	WILLIS. MAURICE	60.00	0.00	60.00
97688	04/30/2020	3699	WILLIS. VANESSA	40.00	0.00	40.00
97689	04/30/2020	3699	WRIGHT. MARIE	120.00	0.00	120.00
97690	04/30/2020	3699	ZUNIGA. HENRY	52.00	0.00	52.00
Totals:				<u>309,010.72</u>	<u>0.00</u>	<u>309,010.72</u>

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

ACH date	Amount	Recipient	Purpose	Period
4/1/20	6.84	EDD	State taxes-special warrant	Mar 8-21, 2020
4/2/20	93,957.77	CalPERS	PERS contribution	Mar 8-21, 2020
4/6/20	537.57	CalPERS	Replacement Benefit Contribution	April 2020
4/6/20	163,401.00	CJPIA	1 of 5 payment for ADA loan	FY 19/20
4/8/20	89,384.17	IRS via F&M	Fed taxes	Mar 22-Apr 4, 2020
4/9/20	24,861.55	EDD	State taxes	Mar 22-Apr 4, 2020
4/9/20	6,422.00	Southland C/U	employee savings account	Mar 22-Apr 4, 2020
4/9/20	3,438.50	F&A Fed C/U	employee savings account	Mar 22-Apr 4, 2020
4/10/20	1,011.56	MidAmerica	ARS aka APPLE	Mar 22-Apr 4, 2020
4/10/20	20,389.85	VOYA	VOYA 401(a)	Mar 22-Apr 4, 2020
4/10/20	5,605.64	PARS via U.S. Bank	stackable plan	Mar 22-Apr 4, 2020
4/10/20	3,425.00	PARS via U.S. Bank	excess stackable plan	Mar 22-Apr 4, 2020
4/10/20	27,632.70	VOYA	VOYA 457 & ROTH	Mar 22-Apr 4, 2020
4/10/20	96,815.91	CalPERS	PERS Health	Apr 2020
4/17/20	94,572.94	CalPERS	PERS contribution	Mar 22-Apr 4, 2020
4/22/20	91,272.47	IRS via F&M	Fed taxes	Apr 5-18, 2020
4/23/20	3,438.50	F&A Fed C/U	employee savings account	Apr 5-18, 2020
4/23/20	6,422.00	Southland C/U	employee savings account	Apr 5-18, 2020
4/23/20	25,135.88	EDD	State taxes	Apr 5-18, 2020
4/23/20	59,984.26	City Light & Power	monthly maint fee	Apr 2020
4/30/20	867.46	MidAmerica	ARS aka APPLE	Apr 5-18, 2020
4/30/20	14,665.69	VOYA	VOYA 401(a)	Apr 5-18, 2020
4/30/20	8,719.84	PARS via U.S. Bank	stackable plan	Apr 5-18, 2020
4/30/20	26,582.70	VOYA	VOYA 457 & ROTH	Apr 5-18, 2020

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

RESOLUTION NO. 2020-14

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. The City Council hereby extends such Local Emergency, on the same terms and conditions.

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

SECTION 3. If any section, subsection, subdivision, paragraph, sentence, clause or phrase in this Resolution, or any part hereof, is held invalid or unconstitutional, such decision shall not affect the validity of the remaining sections or portions of this Resolution. The City Council hereby declares that it would have adopted each section, subsection, subdivision, paragraph, sentence, clause or phrase in this Resolution irrespective of the fact that any one or more sections, subsections, subdivisions, paragraphs, sentences, clauses or phrases may be declared invalid or unconstitutional.

SECTION 4. The City Clerk shall certify to the adoption of this Resolution.

ADOPTED AND APPROVED THIS 12TH DAY OF MAY, 2020.

Mayor

ATTEST:

City Clerk

DIVIDER SHEET

RESOLUTION NO. 2020-15

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAKEWOOD APPROVING THE TENTATIVE AGREEMENT BETWEEN THE CITY OF LAKEWOOD AND THE LAKEWOOD CITY EMPLOYEES ASSOCIATION AND ESTABLISHING EMPLOYEE BENEFITS, DEFINING THE CONDITIONS AND HOURS OF EMPLOYMENT AND ADOPTING A CLASSIFICATION AND COMPENSATION PLAN FOR CITY OFFICERS AND EMPLOYEES

WHEREAS, the Lakewood City Council heretofore adopted Resolution No. 2019-48 pertaining to Employee Benefits and the Classification and Compensation of City Officers and Employees; and

WHEREAS, Resolution 2019-48 approved a Memorandum of Understanding entered into between the Lakewood City Employees Association and the City Council's representatives effective for the period July 1, 2019 through June 30, 2019; and

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

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

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

WHEREAS, representatives of said employee organization have requested that the City Council approve said Tentative Agreement as a binding contract of the city and said employee organization; and

WHEREAS, said agreement amends the terms of the Memorandum of Understanding approved in Resolution 2019-48 and is applicable fiscal year 2020-2021 commencing July 1, 2020 except as hereinafter stated otherwise, to the members of said organization; and

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

WHEREAS, the Lakewood City Council heretofore adopted Resolutions No. 2010-21 and 2008-76 implementing section 414(h)(2) of the Internal Revenue Code by making employee contributions pursuant to California Government Code section 20691 to the Public Employees' Retirement System on behalf of all of its employees who are members of the Public Employees Retirement System;

WHEREAS, the Lakewood City Council heretofore adopted Resolutions No. 94-62 and 77-75 stipulating that the City has elected to pay member contributions to CalPERS as compensation;

WHEREAS, this resolution modifies Resolutions No. 2019-48, 2019-39, 2018-57, 2010-21, 2008-76, 94-62 and 77-75 for represented City Officers and Employees by requiring that members of that group pay 3.25% of their employee contributions to the Public Employees' Retirement System, with the City paying 3.75%;

WHEREAS, the Lakewood City Council heretofore adopted Resolutions No. 2001-73 and 2005-16 authorizing establishment of supplemental retirement plans administered by Phase II Systems, PARS Trust Administrator;

WHEREAS, the Lakewood City Council entered into a contract effective February 1, 1955 as amended effective November 1, 1962, January 5, 1979 and August 22, 1999 to provide pension benefits for all eligible employees;

WHEREAS, the Tentative Agreement, attached hereto for the fiscal years 2020-2021 and 2021-2022 along with this resolution shall constitute the City of Lakewood employee benefits, definitions and conditions of employment and the classification and compensation plans for all city officers and employees within the classified service;

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

SECTION 1. Resolution No. 2002-38 and its amendments Resolution No. 2003-38, 2003-69, 2004-35, 2005-24, 2006-34, 2007-25, 2008-32, 2009-24, 2010-30, 2011-33, 2012-29, 2013-29, 2014-27, 2015-70, 2016-33, 2017-26, 2018-52, 2019-37 and 2019-48 pertaining to Employee Benefits and Classification are hereby repealed.

SECTION 2. All other recitals hereto remain in full force and effect.

SECTION 3. The employee benefits and the classification and compensation of City officers and employees, as specified in the Tentative Agreement, as specified in Attachment "A" attached, is hereby affirmed.

SECTION 4. Except as otherwise provided by resolution or ordinance, the classification and compensation plan of city officers and employees shall be in accordance with Attachment

“B” attached hereto and made a part hereof as though set forth in full. For the purposes of said classification and compensation plan the following definitions shall apply:

A. Executive Management Officers shall mean the City Manager, Assistant City Manager, Deputy City Manager and all department directors.

B. Management and Administrative Officers shall mean employees appointed as assistant directors, superintendents and managers who directly assist the head of a department.

C. Supervisory and Junior Administrative Employees are employees appointed as supervisors, professionals, analysts, specialists, program coordinators and community conservation representatives.

D. General or Miscellaneous Employees shall mean all other employees appointed to a position in the classified service.

SECTION 5. Nonclassified Officers and Employees. Except where otherwise provided in resolution or ordinance, the compensation and benefits for all other officers and employees, including part time, temporary, emergency and seasonal employees, shall be governed by a separate resolution.

SECTION 6. Employee Benefits and Duties

A. Attachment “A.”

Revisions to employee benefits and terms and conditions of employment are hereby established as those set forth in Attachment “A” for all city officers and employees set forth in Attachment “B”, except where otherwise provided in this resolution.

B. Attendance to Duty.

All officers and employees shall be in attendance at their official duties and place of work as required by this resolution or any ordinance or resolution of the city, or in accordance with the direction of the department head or City Manager. Failure on the part of any employee, absent without leave or notification to return to duty within 24 hours shall be cause for immediate discharge.

C. Hours and Days of Work.

The normal workweek for all officers and employees in the classified service shall be considered as forty (40) hours. Unless otherwise specified, each employee's regular reoccurring workweek shall be deemed to begin at the midpoint of the employee's work shift on Fridays. Those with alternative workweeks are prescribed herein. Any changes in a non-exempt employee's workweek shall be made prospectively and must be approved in writing by the Human Resources Manager.

<u>Position Title</u>	<u>Department</u>	<u>Workweek Begins</u>
Centre AV Technician (2)	Administration	Monday, 12:01 AM
Community Safety Specialist (2)	Administration	Monday, 12:01 AM
Park Maintenance Worker (Centre)	Recreation and Community Services	Sunday, 12:01 AM
Media Operations Specialist I/II	Administration	Monday, 12:01 AM
Parking Control Officer (3)	Finance & Admin Services	Monday, 12:01 AM
Sr. Park Maintenance Worker (Palms)	Recreation and Community Svcs	Tuesday, 12:01 AM

D. Fair Labor Standards Act - Exemptions

The Fair Labor Standards Act (FLSA) is a federal law which requires that most employees be paid at least the federal minimum wage for all hours worked and overtime pay at time and one-half the regular rate of pay for all hours worked over 40 hours in a workweek. Section 13(a)(1) of the FLSA, provides an exemption from both minimum wage and overtime pay for employees employed as bona fide executive, administrative, professional and outside sales employees. Section 13(a)(1) and Section 13(a)(17) also exempt certain computer employees. To qualify for exemption, employees generally must meet certain tests regarding their job duties and be paid on a salary basis at not less than \$684 per week. In order for an exemption to apply, an employee's specific job duties and salary must meet all the requirements of the Department's regulations.

Salary Basis Requirement

Being paid on a "salary basis" means an employee regularly receives a predetermined amount of compensation each pay period on a weekly, or less frequent, basis. The predetermined amount cannot be reduced because of variations in the quality or quantity of the employee's work. Subject to exceptions listed below, an exempt employee must receive the full salary for any workweek in which the employee performs any work, regardless of the number of days or hours worked. Exempt employees do not need to be paid for any workweek in which they perform no work. If the city makes deductions from an employee's predetermined salary, i.e., because of the operating requirements of the business, that employee is not paid on a "salary basis." If the employee is ready, willing and able to work, deductions may not be made for time when work is not available.

Circumstances in Which the City May Make Deductions from Pay

The city has a recognized practice of allowing partial-day deductions from the pay of exempt employees for reasons of public accountability. In accordance with the city's practice, deductions from pay are permissible:

1. when an exempt employee is absent from work for personal reasons other than sickness or disability;
2. for absences due to sickness or disability if the deduction is made in accordance with a bona fide plan, policy or practice of providing compensation for salary lost due to illness;
3. to offset amounts employees receive as jury or witness fees, or for military pay; or

4. for unpaid disciplinary suspensions of one or more full days imposed in good faith for workplace conduct rule infractions as provided for in Section 16.0 of the Personnel Rules, Regulations and Procedures.

Also, the city is not required to pay the full salary in the initial or terminal week of employment; for penalties imposed in good faith for infractions of safety rules of major significance, or for weeks in which an exempt employee takes unpaid leave under the Family and Medical Leave Act. In these circumstances, either partial day or full day deductions may be made.

City Policy

It is the city's policy to comply with the salary basis requirements of the FLSA. Therefore, all managers of the city are prohibited from making any improper deductions from the salaries of exempt employees. The city does not allow deductions that violate the FLSA.

What To Do If An Improper Deduction Occurs

If an employee believes that an improper deduction has been made to his or her salary, the employee should immediately report this information to his or her direct supervisor, or to the Human Resources Manager.

Reports of improper deductions will be promptly investigated. If it is determined that an improper deduction has occurred, the affected employee will be promptly reimbursed for any improper deduction made.

FLSA Exempt Employees

The positions designated as exempt from FLSA overtime provisions are those categorized as executive management, management and administrative officers, and supervisory and junior administrative officers and employees, excluding the following: Community Conservation Representative.

E. Mileage

When authorized, city officers and employees shall receive mileage reimbursement in an amount equivalent with the Internal Revenue Service standard mileage rate to cover the use by them in City business of their personal vehicles while performing official duties. An itemized statement on a form provided by the Director of Finance & Administrative Services shall be submitted for approval by the City Manager.

Supervisory and Junior Administrative officers and employees shall be paid the aforementioned mileage allowance and, in addition, shall receive a monthly auto allowance of \$85.00 per month for the use of their vehicle in performance of City duties, except Community Services Supervisors who shall receive a monthly auto allowance of \$135.00 per month for the use of their vehicle in performance of City duties.

Management and Administrative officers shall, in lieu of said mileage reimbursement, receive an automobile allowance of \$245.00 per month for the use of their vehicle in performance of City duties.

The following officers and employees may be assigned use of a city vehicle in performance of City duties in lieu of any monthly auto allowance.

Parks Superintendent
Water Distribution Supervisor
Facilities Maintenance Supervisor
Fleet Manager
Tree and Hardscape Supervisor
Environmental Resources Supervisor

All employees shall receive mileage reimbursement for actual and necessary use of their private vehicles to attend authorized meetings and seminars fifty (50) miles or more from Lakewood, provided the cost of alternative transportation (i.e., airfare, vehicle rental) is more than the City mileage expense.

F. Administrative Leave

Those persons holding a position in the categories heretofore designated as Executive Management Officers, Management and Administrative Officers and Supervisory and Junior Administrative Officers are eligible to receive administrative leave as follows:

- 1) Executive Management Officers – up to a maximum of 64 hours per fiscal year;
- 2) Management and Administrative Officers and Supervisory and Junior Administrative Officers – up to a maximum of 48 hours per fiscal year;

Nothing herein shall be construed as an absolute right to administrative leave, the granting of the same being discretionary with the department head or City Manager, both as to eligibility and the time for exercising said administrative leave. Payments for any earned and unused administrative leave at the end of the fiscal year shall be computed at the employee's regular rate of pay for the past pay period ending and paid in June of each year and distributed as follows. No such person, however, shall be eligible for any such cash payment that is not an employee of the city at the end of the fiscal year.

- 1) Executive Management Officers – distributions for all unused administrative leave shall be made to the employee's 401(a) Plan account. For the City Manager, distributions for all unused administrative leave shall be paid out in cash.
- 2) Management and Administrative Officers and Supervisory and Junior Administrative Officers – distributions for all unused administrative leave shall be based upon age. Until age 40, payments shall be made in cash to eligible employees. Payments made after the employee has achieved age 40 shall be paid 33% to the employee's 401(a)

Plan account and 67% in cash; after age 45, annual distribution shall be 67% to the employee's 401(a) Plan account and 33% to employee in cash; and after age 50, the entire administrative leave payment shall be deposited in the employee's 401(a) Plan account.

Administrative Leave Payoff at Termination: Upon termination, whether or not concurrently retiring under CalPERS, benefits shall be paid to the employee's 401(a) Plan account as follows:

- 1) Executive Management Officers shall receive a lump sum amount equal to the number of hours of administrative leave accrued at termination of employment multiplied by the 401(a) Plan Participant's Hourly Pay Rate at the time of termination.
- 2) Management and Administrative Officers and Supervisory and Junior Administrative Employees who are separating, but not retiring shall receive a lump sum amount equal to the sum of administrative leave and compensatory time accrued at termination of employment multiplied by the 401(a) Plan Participant's Hourly Rate of Pay at the time of termination.

G. Executive Management Compensation

The provision of this resolution relating to assignment of officers and employees to pay rate steps and to pay step advancement shall apply to Executive Management Officers in the Wage, Salary and Classification Plan attached herein. Said officers and employees shall be reviewed by the City Manager and placed at a level of compensation within the applicable salary schedule which has been designated by this resolution for said officer of the employee's position for the first pay period ending in July.

Executive Management Officers are also entitled to a merit pay/performance bonus annually on July 1st not to exceed a total of six percent (6%) in any six (6) month period and a total of eight percent (8%) in any twelve (12) month period provided they have met the performance goals and objectives set for them by the City Manager.

H. Compensatory Time for Supervisory and Junior Administrative Employees

Supervisory and exempt Junior Administrative employees shall be compensated for time worked in excess of forty (40) hours in their normal workweek at the rate of one hour of compensatory time off for each one hour worked. Non-exempt Junior Administrative employees shall be compensated for time worked in excess of forty (40) hours in their normal workweek at the rate of one and one-half hours of compensatory time off or overtime pay for each one hour worked. Executive Management, Management and Administrative Employees shall not be compensated for overtime hours worked.

Notwithstanding any provision of this section to the contrary, all overtime must be approved by the department head prior to being worked, except in the case of an emergency, which shall be reported to the City Manager on the next day of work following the emergency for the City

Manager's approval. No credit shall be given to exempt employees for less than one-half (½) hour of overtime or to non-exempt employees for less than ten (10) minutes of overtime worked in any workweek.

Compensatory Time for "Gatekeeper" Services - Supervisory and Junior Administrative Employees shall be compensated for time worked as "gatekeepers" at the rate of nine hours of gatekeeper compensatory time (GCT) earned for each weekly rotation served. Service as gatekeeper requires the employee to be available by portable electronic communication device during all off-duty hours of their gatekeeping rotation period to respond to city emergency situations occurring outside of the city's regular business hours. The assignment of employees to the rotating gatekeeping schedule shall be approved by the department head.

Compensatory Time accumulation shall not exceed sixty (60) unused compensatory time-off hours at any one time except during the three month period prior to payoff the maximum accumulation may not exceed 40 hours. All compensatory time off shall be taken within the fiscal year earned, or will be paid in cash at the end of the second pay period in June with the exception of compensatory time earned after the second pay period in June, which will be carried over into the next fiscal year. At that time, up to 20 hours of accumulated compensatory time will be paid in cash to the employee with any remaining hours deposited into the employee's 401(a) Plan account. At separation, all payment for accrued compensatory time off hours will be deposited into the employee's 401(a) Plan account.

Accumulated compensatory time off may be taken by an employee upon reasonable notice and prior approval of the department head. Nothing herein is intended to limit or restrict the authority of the city to require any employee to perform overtime or gatekeeper work.

For the purposes of this section, the following positions are non-exempt Supervisory and Junior Administrative employees: Community Conservation Representative.

I. Reservation of City Rights

Whenever any right is reserved to the city by this resolution or memorandum of understanding, said right may be exercised by the City Manager under the direction and/or control of the City Council.

J. Declared Disaster Pay Policy for Exempt Employees

In the event that a disaster or a state of emergency is declared in accordance with Ordinance 74-3, "exempt" employees (under FLSA) shall be compensated for overtime hours that they work as official emergency workers. Similarly, in the event that a disaster or a state of emergency that affects the City of Lakewood is declared by the County of Los Angeles, the State of California or the Federal Government, "exempt" employees shall be compensated for the overtime hours they work as official emergency workers. This emergency overtime shall be paid at an hourly rate equal to their currently monthly base salary divided by 173.33. "Emergency Overtime" shall be paid only for those hours actually worked in excess of forty (40) hours during their normal workweek.

K. Supplemental Retirement Savings Plans

The Director of Finance & Administrative Services is hereby authorized to make all necessary payroll withholdings, deposits and leave conversions as authorized by the Defined Contribution and Defined Benefit Supplemental Retirement Savings Plans as established in Resolutions No. 2001-73 and 2005-16.

L. Vacation Compensation

No Executive Management Officer shall accumulate vacation leave beyond 160 hours or their December 31, 2001 balance, whichever is greater. No Management or Administrative Officer or Supervisory or Junior Administrative Employee shall accumulate vacation leave beyond 270 hours or their December 31, 2001 balance, whichever is greater.

Employees' vacation leave accruals shall be capped as follows. At the end of any pay period, each employee shall have deposited by the City into their 401(a) Plan account a defined contribution amount equal to the product of their rate of pay times their current bi-weekly vacation accumulation entitlement in excess of their accrual cap.

- 1) Executive Management Officers – 160 hours
- 2) Management and Administrative Officers and Supervisory and Junior Administrative Employees – 270 hours

M. Longevity Pay

Employees shall receive annual lump sum longevity payments beginning at the completion of their 10th year of City service. Eligibility for longevity lump sum payments shall be certified by the City Manager or his designee to the Director of Finance & Administrative Services. The longevity lump sum payments shall be at the rate of 1% of annual salary on achieving 10 years of service and each year thereafter for years 11, 12, 13, and 14. Upon completing 15 years of cumulative service the rate will be increased to 2% of annual salary and continue at the rate for years 16, 17, 18, and 19. Upon reaching 20 years of service, the rate will increase to 2.5% and be paid at that rate for each year of full-time service thereafter. Annual salary, for the purposes of this section, shall be calculated at the employee's current rate of pay in their regular position on the date in which eligibility is achieved. Employee's eligibility date shall be the effective date of regular full-time employment as it appears on the employee's Personnel Action Form prepared at the time of appointment.

Longevity lump sum payment shall be paid on the next regular payday after the pay period in which the eligibility date falls and shall be distributed as follows:

- 1) Executive Management Officers – their entire annual longevity payment shall be deposited into their 401(a) Plan account;

- 2) Management and Administrative Officers and Supervisory and Junior Administrative Employees – they shall receive lump sum payments for years 10, 11, 12, 13, and 14. Beginning with year 15 and continuing through year 19, employees shall have 1% of annual salary paid in cash to the employee and 1% deposited in the employee's 401(a) Plan account. Beginning with year 20 and thereafter 1% of annual salary shall be paid in cash to the employee and 1.5% of annual salary shall be deposited into the employee's 401(a) Plan account.

If an employee, after establishing a right to longevity lump sum payment, should be terminated prior to his or her eligibility date in any subsequent year by reason of death, an industrial accident disability rating of 50% or more, illness, or a non-industrial accident preventing discharge of normal duties, said employee shall receive his pro-rated share of such longevity lump sum payment to the date of termination.

N. Sick Leave Accumulation and Payoff

Employees shall accrue eligibility for sick leave on the basis of eight (8) hours per month up to a maximum accumulation of either 240, 320 or 350 hours. Employees shall elect their sick leave accumulation cap at the time of appointment and may increase their cap to a higher level. Employees may not elect to decrease their cap. On the last payday each November, employees will be paid in cash for any accumulated and unused sick leave in excess of their elected cap on accumulation at the rate of sixty percent (60%) or seventy percent (70%) of said excess. Employees electing a 240-hour sick leave cap will be eligible for sixty percent (60%) and employees electing a 320-hour or 350-hour sick leave cap will be eligible for seventy (70%). Said cash payment shall be at the employee's rate of pay as of the payday immediately preceding the last payday in November.

Executive Management Officers shall receive 50% of any sick leave payoff they are entitled to in cash and the remaining 50% of their payoff shall be deposited into their 401(a) Plan account.

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

- 1) Retiring employee that elects a 240-hour base will be paid at the time of retirement 50% of all accumulated and unused sick leave hours. Payment shall be made at the employee's regular rate of pay.
- 2) Retiring employee that elects either the 320-hour or the 350-hour base will be paid at the time of retirement 75% of all accumulated and unused sick leave hours. Payment shall be made at the employee's regular rate of pay

All sick leave hours paid upon retirement for an Executive Management Officer, Management and Administrative Officer, or Supervisory and Junior Administrative Employee shall be deposited in the employee's 401(a) Plan account.

O. Long Term Disability Insurance

The City shall pay the premium and shall select and administer a Long Term Disability insurance plan. The benefit shall be 66% of maximum monthly base earnings up to \$8,000 and the elimination period shall be 60 days.

SECTION 7. All funds necessary to carry out the provisions of this resolution are hereby appropriated to the proper budgetary account. The compensation provided in Attachment "B" shall be effective July 1, 2020, as to all affected employees in the City's service on that date.

ADOPTED AND APPROVED THIS 12TH DAY OF MAY, 2020.

Mayor

ATTEST:

City Clerk

TENTATIVE AGREEMENT BETWEEN
CITY OF LAKEWOOD & LAKEWOOD CITY EMPLOYEES ASSOCIATION
FISCAL YEARS 2020-2021 & 2021-2022

The City of Lakewood (City) and Lakewood City Employees Association (LCEA) have met and conferred in good faith and have reached tentative agreement (TA) on the terms and conditions of employment and other issues within the scope of representation for the employees in the LCEA represented bargaining unit for the period July 1, 2020, to June 30, 2022. The following are the terms of the TA. The parties agree to recommend these terms and conditions for acceptance and ratification by the Lakewood City Council and the LCEA membership respectively. In reaching this TA the parties agree that they have fulfilled their obligations to meet and confer in good faith on all issues within the scope of representation concerning all bargaining unit employees. The parties also agree that after ratification the terms of the TA as set forth below shall be incorporated into a comprehensive memorandum of understanding (MOU) which shall thereupon be signed by the duly authorized representatives of the parties and then adopted by City Council resolution. That MOU, once ratified, shall be implemented and shall govern the relationship between the parties and establish the terms and conditions of employment of the affected employees for fiscal years 2020-2021 and 2021-2022.

Article 4. Basic Compensation Plan: Section 1. Wage and Salary Plan. Add: Effective with the first full pay period in July 2020 the City shall grant an across-the-board increase of 2.25%. Effective with the first full pay period in July 2021, the City shall grant an across-the-board increase of 2.25%.

Article 8. Standby and Call Back Pay: Revise Section 3 to read: The overtime requirement, contained in Article 5, that overtime pay shall be for all hours worked in excess of 40 hours in one work week, shall not apply to Emergency Call Back, Standby or Unscheduled Overtime. Unscheduled Overtime occurs when the employee receives less than 24 hours' notice of work beyond a regular shift.

Article 10. Work Hours and Holidays: (add new rosters of holidays for fiscal years 2020-21 and 2021-22) For FY 2020-21 employees occupying full time, regular positions shall be credited with one day of paid holiday leave, this is to be used for December 31, 2020. City Hall will be closed from December 28, 2020 to January 1, 2021. For FY 2021-22 City hall will be closed from December 27, 2021 to December 31, 2021.

Article 24. Cafeteria Benefit Plan: Revise Section 3 to read: Effective with the first paycheck in December 2020, the City shall provide an increase of \$25.00 per month for a total monthly contribution of \$1,284.02 towards cafeteria benefits. Effective with the first paycheck in December 2021, the City shall provide an increase of \$25.00 per month for a total monthly contribution of \$1,309.02 towards cafeteria benefits. The cafeteria monthly contribution is inclusive of the statutory Public Employees Medical and Hospital Care Act (PEMHCA) minimum contribution.

Article 26. Retirement System: Section 4. Retiree Medical: Update (C) to reflect revised PEHMCA rates and read: In 2020, the PEMHCA minimum employer contribution is \$139 per month. The PEMCHA minimum employer contribution for 2021 is pending.

Article 48. Memorandum of Understanding: The term of this memorandum of understanding shall be from July 1, 2020, to and concluding June 30, 2022.

City of Lakewood

By: 

Thaddeus McCormack – City Manager

Date: May 8, 2020

Lakewood City Employees Association

By: 

Ruben Reynoso – LCEA President

Date: May 8, 2020

**WAGE, SALARY AND CLASSIFICATION PLAN
FY 2020-2021
(Effective July 1, 2020)**

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

Schedule		Step 1	Step 2	Step 3	Step 4	Step 5
No.	Classification	Monthly*	Monthly*	Monthly*	Monthly*	Monthly*
1A	Intermediate Clerk Typist	3442	3613	3795	3982	4182
2A	PABX Operator/Receptionist	3532	3705	3893	4086	4292
6A	Account Clerk	3896	4088	4297	4510	4736
6A	Senior Clerk	3896	4088	4297	4510	4736
7A	Maintenance Worker	3992	4189	4400	4618	4850
8A	Administrative Clerk	4091	4298	4512	4737	4977
8A	Customer Service Liaison	4091	4298	4512	4737	4977
8A	Parking Control Officer	4091	4298	4512	4737	4977
8A	Public Utility Customer Service Representative	4091	4298	4512	4737	4977
8A	Purchasing Clerk	4091	4298	4512	4737	4977
10A	Building Clerk	4304	4517	4744	4983	5232
10A	Community Safety Specialist	4304	4517	4744	4983	5232
10A	Park Maintenance Worker	4304	4517	4744	4983	5232
10A	Senior Account Clerk	4304	4517	4744	4983	5232
12A	Special Event Assistant	4520	4746	4984	5235	5496
12A	Personnel Clerk	4520	4746	4984	5235	5496
12A	Secretary	4520	4746	4984	5235	5496
12A	Tree Trimmer I	4520	4746	4984	5235	5496
12A	Water Utility Worker	4520	4746	4984	5235	5496
13A	Accounting Technician	4631	4863	5104	5362	5630
13A	Licensed Pesticide Applicator	4631	4863	5104	5362	5630
13A	Senior Park Maintenance Worker	4631	4863	5104	5362	5630
13A	Skilled Trades Worker	4631	4863	5104	5362	5630
14A	Centre AV Technician	4746	4984	5235	5496	5771
14A	Graphics & Media Technician	4746	4984	5235	5496	5771
14A	Irrigation Repair Worker	4746	4984	5235	5496	5771
14A	Light Equipment Operator	4746	4984	5235	5496	5771
14A	Media Operations Spec. I	4746	4984	5235	5496	5771
15A	Administrative Secretary	4863	5104	5362	5630	5911
15A	Fleet Maintenance Technician	4863	5104	5362	5630	5911
15A	Personnel Technician	4863	5104	5362	5630	5911
15A	Senior Water Utility Worker	4863	5104	5362	5630	5911
15A	Tree Trimmer II	4863	5104	5362	5630	5911
16A	Maintenance Carpenter	4987	5238	5498	5775	6063
16A	Maintenance Painter	4987	5238	5498	5775	6063
16A	Maintenance Plumber	4987	5238	5498	5775	6063
18A	Fleet Maintenance Lead Worker	5240	5502	5778	6066	6372
18A	Media Operations Spec. II	5240	5502	5778	6066	6372
18A	Park Maintenance Lead Worker	5240	5502	5778	6066	6372
18A	Parking Control Lead Worker	5240	5502	5778	6066	6372
18A	Public Works Technician	5240	5502	5778	6066	6372
18A	Pump Station Operator	5240	5502	5778	6066	6372
18A	Skilled Trades Lead Worker	5240	5502	5778	6066	6372
18A	Tree Lead Worker	5240	5502	5778	6066	6372
19A	Printing Services Lead Worker	5373	5640	5921	6220	6530
20A	Deputy City Clerk	5502	5778	6066	6372	6689
20A	Water Distribution Lead Worker	5502	5778	6066	6372	6689
23A	Water Production Lead Worker	5929	6225	6536	6863	7206
24A	Public Works Inspector	6077	6380	6701	7035	7387
26A	Maintenance Electrician	6380	6700	7038	7386	7758
29A	Helicopter Pilot I	6890	7233	7596	7976	8373

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

WAGE, SALARY AND CLASSIFICATION PLAN
FY 2020-2021
(Effective July 1, 2020)

SUPERVISORY AND JUNIOR ADMINISTRATIVE EMPLOYEES

Schedule		Step 1	Step 2	Step 3	Step 4	Step 5
No.	Classification	Monthly*	Monthly*	Monthly*	Monthly*	Monthly*
15B	Management Aide	4863	5105	5362	5630	5911
16B	Administrative Assistant I	4995	5246	5508	5785	6074
16B	Planning Technician	4995	5246	5508	5785	6074
16B	Recreation Programs Assistant	4995	5246	5508	5785	6074
18B	Accountant	5249	5512	5789	6077	6382
20B	Recreation Program Coordinator	5513	5791	6078	6384	6701
20B	Video Producer	5513	5791	6078	6384	6701
22B	Administrative Assistant II	5792	6081	6387	6707	7040
22B	Assistant Project Manager	5792	6081	6387	6707	7040
22B	Executive Secretary	5792	6081	6387	6707	7040
22B	Parking Control Supervisor	5792	6081	6387	6707	7040
24B	Assistant Planner	6085	6391	6712	7048	7401
24B	Community Conservation Representative	6085	6391	6712	7048	7401
24B	Community Services Supervisor	6085	6391	6712	7048	7401
24B	Community Transportation Supervisor	6085	6391	6712	7048	7401
24B	Human Resources Analyst	6085	6391	6712	7048	7401
24B	Media Services Coordinator	6085	6391	6712	7048	7401
24B	Public Information Specialist	6085	6391	6712	7048	7401
26B	Housing Specialist	6401	6722	7055	7409	7780
26B	Project Manager	6401	6722	7055	7409	7780
26B	Senior Management Analyst	6401	6722	7055	7409	7780
27B	Environmental Resources Supv.	6555	6884	7228	7590	7969
27B	Facilities Maint. Supervisor	6555	6884	7228	7590	7969
27B	Fleet Manager	6555	6884	7228	7590	7969
27B	Tree & Hardscape Supervisor	6555	6884	7228	7590	7969
28B	Community Relations Manager	6719	7054	7408	7776	8170
28B	Senior Producer	6719	7054	7408	7776	8170
28B	Water Distribution Supervisor	6719	7054	7408	7776	8170
29B	Associate Planner	6890	7233	7596	7976	8373
29B	Environmental Programs Manager	6890	7233	7596	7976	8373
29B	GIS Analyst	6890	7233	7596	7976	8373
29B	Water Administration Manager	6890	7233	7596	7976	8373
31B	Community Services Manager	7239	7598	7980	8381	8796
31B	Senior Accountant	7239	7598	7980	8381	8796
31B	Senior Human Resources Analyst	7239	7598	7980	8381	8796
33B	Helicopter Pilot II	7597	7979	8380	8794	9235
38B	Purchasing Officer	8597	9029	9478	9952	10451

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

WAGE, SALARY AND CLASSIFICATION PLAN
FY 2020-2021
(Effective July 1, 2020)

MANAGEMENT AND ADMINISTRATIVE OFFICERS

Schedule		Step 1	Step 2	Step 3	Step 4	Step 5
No.	Classification	Monthly*	Monthly*	Monthly*	Monthly*	Monthly*
32B	Public Safety Manager	7420	7791	8179	8588	9019
32B	Community Development Coordinator	7420	7791	8179	8588	9019
34B	Neighborhood Preservation Manager	7787	8179	8586	9016	9468
35B	Senior Planner	7981	8382	8800	9238	9700
36B	IT Services Manager	8181	8592	9020	9470	9944
36B	Senior Project Manager	8181	8592	9020	9470	9944
36B	Finance Manager	8181	8592	9020	9470	9944
38B	Assistant to the City Manager	8597	9029	9478	9952	10451
38B	Parks Superintendent	8597	9029	9478	9952	10451
40B	Asst. Director, Rec. & Community Services	9041	9494	9970	10466	10989
40B	Asst. Director, Finance & Admin Services	9041	9494	9970	10466	10989
40B	Asst. Director, Comm. Dev.	9041	9494	9970	10466	10989
40B	Asst. Director, Public Works	9041	9494	9970	10466	10989
40B	Asst. Director of Water Resources	9041	9494	9970	10466	10989
40B	City Clerk	9041	9494	9970	10466	10989
40B	Human Resources Manager	9041	9494	9970	10466	10989
40B	Public Information Officer	9041	9494	9970	10466	10989

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WAGE, SALARY AND CLASSIFICATION PLAN
FY 2020-2021
(Effective July 1, 2020)

EXECUTIVE MANAGEMENT OFFICERS

Schedule		Step 1	Step 2	Step 3	Step 4	Step 5
No.	Classification	Monthly*	Monthly*	Monthly*	Monthly*	Monthly*
EDPS	Director of Public Safety	10734	11273	11836	12426	13059
EDCM	Deputy City Manager	13809	14501	15225	15986	16787
EDCD	Director of Community Development	13809	14501	15225	15986	16787
EDRS	Director of Recreation and Community Services	13809	14501	15225	15986	16787
EDWR	Director of Water Resources	14010	14710	15445	16217	17028
EACM	Assistant City Manager	14732	15469	16241	17054	17907
EDPW	Director of Public Works	14732	15469	16241	17054	17907
EDAS	Director of Finance & Administrative Services	16260	17075	17926	18823	19764
CMGR	City Manager	20643				

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**WAGE, SALARY AND CLASSIFICATION PLAN
FY 2021-2022
(Effective July 1, 2021)**

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

Schedule No.	Classification	Step 1 Monthly*	Step 2 Monthly*	Step 3 Monthly*	Step 4 Monthly*	Step 5 Monthly*
1A	Intermediate Clerk Typist	3520	3695	3880	4072	4276
2A	PABX Operator/Receptionist	3611	3789	3980	4178	4389
6A	Account Clerk	3983	4180	4393	4612	4843
6A	Senior Clerk	3983	4180	4393	4612	4843
7A	Maintenance Worker	4082	4283	4499	4722	4960
8A	Administrative Clerk	4183	4395	4613	4844	5089
8A	Customer Service Liaison	4183	4395	4613	4844	5089
8A	Parking Control Officer	4183	4395	4613	4844	5089
8A	Public Utility Customer Service Representative	4183	4395	4613	4844	5089
8A	Purchasing Clerk	4183	4395	4613	4844	5089
10A	Building Clerk	4400	4619	4851	5095	5350
10A	Community Safety Specialist	4400	4619	4851	5095	5350
10A	Park Maintenance Worker	4400	4619	4851	5095	5350
10A	Senior Account Clerk	4400	4619	4851	5095	5350
12A	Special Event Assistant	4622	4853	5096	5353	5619
12A	Personnel Clerk	4622	4853	5096	5353	5619
12A	Secretary	4622	4853	5096	5353	5619
12A	Tree Trimmer I	4622	4853	5096	5353	5619
12A	Water Utility Worker	4622	4853	5096	5353	5619
13A	Accounting Technician	4736	4972	5219	5482	5757
13A	Licensed Pesticide Applicator	4736	4972	5219	5482	5757
13A	Senior Park Maintenance Worker	4736	4972	5219	5482	5757
13A	Skilled Trades Worker	4736	4972	5219	5482	5757
14A	Centre AV Technician	4853	5096	5353	5619	5901
14A	Graphics & Media Technician	4853	5096	5353	5619	5901
14A	Irrigation Repair Worker	4853	5096	5353	5619	5901
14A	Light Equipment Operator	4853	5096	5353	5619	5901
14A	Media Operations Spec. I	4853	5096	5353	5619	5901
15A	Administrative Secretary	4972	5219	5482	5757	6045
15A	Fleet Maintenance Technician	4972	5219	5482	5757	6045
15A	Personnel Technician	4972	5219	5482	5757	6045
15A	Senior Water Utility Worker	4972	5219	5482	5757	6045
15A	Tree Trimmer II	4972	5219	5482	5757	6045
16A	Maintenance Carpenter	5099	5356	5622	5905	6200
16A	Maintenance Painter	5099	5356	5622	5905	6200
16A	Maintenance Plumber	5099	5356	5622	5905	6200
18A	Fleet Maintenance Lead Worker	5358	5626	5908	6203	6515
18A	Media Operations Spec. II	5358	5626	5908	6203	6515
18A	Park Maintenance Lead Worker	5358	5626	5908	6203	6515
18A	Parking Control Lead Worker	5358	5626	5908	6203	6515
18A	Public Works Technician	5358	5626	5908	6203	6515
18A	Pump Station Operator	5358	5626	5908	6203	6515
18A	Skilled Trades Lead Worker	5358	5626	5908	6203	6515
18A	Tree Lead Worker	5358	5626	5908	6203	6515
19A	Printing Services Lead Worker	5494	5767	6055	6360	6677
20A	Deputy City Clerk	5626	5908	6203	6515	6839
20A	Water Distribution Lead Worker	5626	5908	6203	6515	6839
23A	Water Production Lead Worker	6062	6365	6683	7017	7368
24A	Public Works Inspector	6214	6524	6852	7193	7553
26A	Maintenance Electrician	6524	6851	7196	7552	7933
29A	Helicopter Pilot I	7045	7396	7766	8155	8561

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WAGE, SALARY AND CLASSIFICATION PLAN
FY 2021-2022
(Effective July 1, 2021)

SUPERVISORY AND JUNIOR ADMINISTRATIVE EMPLOYEES

Schedule		Step 1	Step 2	Step 3	Step 4	Step 5
No.	Classification	Monthly*	Monthly*	Monthly*	Monthly*	Monthly*
15B	Management Aide	4973	5219	5483	5757	6044
16B	Administrative Assistant I	5108	5364	5632	5915	6211
16B	Planning Technician	5108	5364	5632	5915	6211
16B	Recreation Programs Assistant	5108	5364	5632	5915	6211
18B	Accountant	5367	5636	5919	6214	6525
20B	Recreation Program Coordinator	5637	5921	6215	6528	6852
20B	Video Producer	5637	5921	6215	6528	6852
22B	Administrative Assistant II	5922	6218	6531	6858	7199
22B	Assistant Project Manager	5922	6218	6531	6858	7199
22B	Executive Secretary	5922	6218	6531	6858	7199
22B	Parking Control Supervisor	5922	6218	6531	6858	7199
24B	Assistant Planner	6222	6535	6863	7207	7568
24B	Community Conservation Representative	6222	6535	6863	7207	7568
24B	Community Services Supervisor	6222	6535	6863	7207	7568
24B	Community Transportation Supervisor	6222	6535	6863	7207	7568
24B	Human Resources Analyst	6222	6535	6863	7207	7568
24B	Media Services Coordinator	6222	6535	6863	7207	7568
24B	Public Information Specialist	6222	6535	6863	7207	7568
26B	Housing Specialist	6545	6873	7214	7576	7955
26B	Project Manager	6545	6873	7214	7576	7955
26B	Senior Management Analyst	6545	6873	7214	7576	7955
27B	Environmental Resources Supv.	6703	7039	7390	7761	8148
27B	Facilities Maint. Supervisor	6703	7039	7390	7761	8148
27B	Fleet Manager	6703	7039	7390	7761	8148
27B	Tree & Hardscape Supervisor	6703	7039	7390	7761	8148
28B	Community Relations Manager	6870	7213	7575	7951	8354
28B	Senior Producer	6870	7213	7575	7951	8354
28B	Water Distribution Supervisor	6870	7213	7575	7951	8354
29B	Associate Planner	7045	7396	7766	8155	8561
29B	Environmental Programs Manager	7045	7396	7766	8155	8561
29B	GIS Analyst	7045	7396	7766	8155	8561
29B	Water Administration Manager	7045	7396	7766	8155	8561
31B	Community Services Manager	7402	7769	8160	8569	8993
31B	Senior Accountant	7402	7769	8160	8569	8993
31B	Senior Human Resources Analyst	7402	7769	8160	8569	8993
33B	Helicopter Pilot II	7768	8158	8568	8992	9443
38B	Purchasing Officer	8791	9232	9691	10176	10686

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

WAGE, SALARY AND CLASSIFICATION PLAN
FY 2021-2022
(Effective July 1, 2021)

MANAGEMENT AND ADMINISTRATIVE OFFICERS

Schedule		Step 1	Step 2	Step 3	Step 4	Step 5
No.	Classification	Monthly*	Monthly*	Monthly*	Monthly*	Monthly*
32B	Public Safety Manager	7587	7966	8363	8781	9222
32B	Community Development Coordinator	7587	7966	8363	8781	9222
34B	Neighborhood Preservation Manager	7962	8363	8779	9219	9681
35B	Senior Planner	8161	8571	8998	9446	9918
36B	IT Services Manager	8365	8785	9223	9683	10167
36B	Senior Project Manager	8365	8785	9223	9683	10167
36B	Finance Manager	8365	8785	9223	9683	10167
38B	Assistant to the City Manager	8791	9232	9691	10176	10686
38B	Parks Superintendent	8791	9232	9691	10176	10686
40B	Asst. Director, Rec. & Community Services.	9244	9708	10194	10701	11237
40B	Asst. Director, Finance & Admin Services	9244	9708	10194	10701	11237
40B	Asst. Director, Comm. Dev.	9244	9708	10194	10701	11237
40B	Asst. Director, Public Works	9244	9708	10194	10701	11237
40B	Asst. Director of Water Resources	9244	9708	10194	10701	11237
40B	City Clerk	9244	9708	10194	10701	11237
40B	Human Resources Manager	9244	9708	10194	10701	11237
40B	Public Information Officer	9244	9708	10194	10701	11237

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

WAGE, SALARY AND CLASSIFICATION PLAN
FY 2021-2022
(Effective July 1, 2021)

EXECUTIVE MANAGEMENT OFFICERS

Schedule		Step 1	Step 2	Step 3	Step 4	Step 5
No.	Classification	Monthly*	Monthly*	Monthly*	Monthly*	Monthly*
EDPS	Director of Public Safety	10975	11527	12102	12706	13353
EDCM	Deputy City Manager	14120	14827	15568	16346	17164
EDCD	Director of Community Development	14120	14827	15568	16346	17164
EDRS	Director of Recreation and Community Services	14120	14827	15568	16346	17164
EDWR	Director of Water Resources	14325	15041	15792	16582	17411
EACM	Assistant City Manager	15064	15817	16606	17438	18310
EDPW	Director of Public Works	15064	15817	16606	17438	18310
EDAS	Director of Finance & Administrative Services	16626	17459	18330	19247	20209
CMGR	City Manager	21108				

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

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

COUNCIL AGENDA

May 12, 2020

TO: The Honorable Mayor and City Council

SUBJECT: Adoption of Resolution Repealing Resolution No. 2020-16 and Enacting a Personnel Resolution Establishing Compensation, Rules and Regulations Pertaining to Hourly-Rated Part-Time Employees

INTRODUCTION

This resolution repeals a previous resolution and enacts a personnel resolution that establishes compensation, rules and regulations pertaining to hourly-rated part-time employees, effective July 1, 2020.

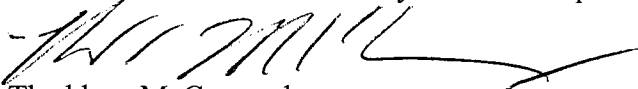
STATEMENT OF FACT

Hourly part time officers and employees are employees in the non-classified service, part-time employees, temporary, emergency and seasonal employees.

The City shall grant an increase of 2.25% to the hourly rates for Schedule A and Schedule B part time officers and employees. Part time employees shall not participate in or be entitled to any benefit program of the City as required by law.

RECOMMENDATION

It is recommended that the City Council adopt the proposed resolution.



Thaddeus McCormack
City Manager

RESOLUTION NO. 2020-16

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAKEWOOD REPEALING RESOLUTION NO. 2019-49 PERTAINING TO HOURLY-RATED PART-TIME EMPLOYEES AND ENACTING A PERSONNEL RESOLUTION ESTABLISHING THE COMPENSATION, RULES AND REGULATIONS PERTAINING TO HOURLY-RATED PART-TIME EMPLOYEES.

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

SECTION 1. Resolution No. 2019-49, a resolution of the City Council of the City of Lakewood establishing the salaries and compensation of hourly-rated part-time employees and repealing previous resolution on the same subject matter, adopted by the City Council on September 24, 2019 is hereby repealed.

SECTION 2. This resolution shall be known as the Hourly-Rated Part-Time Employee Personnel Resolution.

SECTION 3. Hourly-rated part-time officers and employees shall be those officers and employees in the non-classified service, part-time employees, temporary, emergency and seasonal employees.

1. Compensation. Hourly-rated part-time officers and employees shall be compensated for said service in accordance with the job description and hourly rates incorporated herein as Attachment A. In the event that any adjustment in any applicable minimum wage causes any such rate to be out of compliance with minimum wage requirements, then such rate shall be adjusted automatically to comply with such minimum wage requirements.

2. Benefits. Part-time employees shall not participate in or be entitled to any benefit program of the City except as required by law.

3. Pay Periods. All part-time employees shall be paid on a biweekly basis. Payday shall be during the week following the end of the biweekly pay period.

SECTION 4. This Resolution shall become effective on July 1, 2020.

ADOPTED AND APPROVED THIS 12TH DAY OF May 2020.

Mayor

ATTEST:

City Clerk

HOURLY RATED PART TIME EMPLOYEES

Schedule "A"	Job Description	EFFECTIVE DATE 7/1/2020
	Administrative Aide	13.2925
	Cashier-Clerk	14.6850
	CATV Production Assistant	18.7951
	CATV Production Intern	16.7945
	Center Event Technician	18.7951
	Clerk Typist I	15.7602
	Clerk Typist II	16.5902
	Clerk Typist III	17.3934
	Clerk Typist IV	18.2235
	Clerk Typist V	19.1355
	Clerk Typist VI	20.1017
	Crossing Guard I	15.7738
	Crossing Guard II	16.6178
	Crossing Guard III	17.4204
	Crossing Guard IV	18.3054
	DASH Dispatcher II	15.2838
	DASH Dispatcher III	17.5429
	DASH Dispatcher IV	19.4485
	DASH Transportation Driver II	15.2838
	DASH Transportation Driver III	17.5429
	DASH Transportation Driver IV	19.4485
	DASH Transportation I Driver-in-Training	13.2925
	Intern I	19.6526
	Intern II	20.6596
	Lifeguard/Swim Instructor I	15.6922
	Lifeguard/Swim Instructor II	16.4813
	Lifeguard/Swim Instructor III	17.0124
	Lifeguard/Swim Instructor IV	17.8017
	Locker Attendant	13.2925
	Maintenance Aide I	13.2925
	Maintenance Aide II	15.2838
	Maintenance Aide III	17.5430
	Media Production Center Tech A	48.6688
	Pool Manager I	20.8774
	Pool Manager II	21.9254
	Pool Manager III	23.0007
	Pool Manager IV	24.1710
	Public Works Inspector	53.6364
	Recreation Leader I	13.2925
	Recreation Leader II	15.2838
	Recreation Leader III	17.5430
	Recreation Leader IV	19.4485

Schedule "A"	Job Description	EFFECTIVE DATE 7/1/2020
	Recreation Specialist I	22.6603
	Recreation Specialist II	27.4102
	Recreation Specialist III	32.9494
	Recreation Specialist IV	38.4205
	Relief Administrative Clerk I	22.5921
	Relief Administrative Clerk II	24.8788
	Relief Administrative Clerk III	26.8250
	Relief Building Inspector	72.1866
	Relief Helicopter Pilot	41.0609
	Relief Parking Control Officer I	22.3610
	Relief Parking Control Officer II	24.7835
	Relief Parking Control Officer III	27.2470
	Relief Senior Building Inspector	94.3296
	Relief Telephone Operator	19.2716
	Senior Building Inspector	94.3296
	Senior Lifeguard I	17.0938
	Senior Lifeguard II	17.8833
	Senior Lifeguard III	18.8089
	Senior Lifeguard IV	19.7206
	Senior Relief Helicopter Pilot	45.3615
	Sports Official	22.6603
	Student Intern	13.2925
	Student Recreation Assistant	13.2925
	Tree Inspector	24.6610
	Video Operations Assistant I	21.8983
	Video Operations Assistant II	22.9733
	Video Operations Assistant III	24.1574
	Video Operations Assistant IV	25.3551
	Video Operations Assistant V	26.6344
	Video Project Specialist I	29.1931
	Video Project Specialist II	48.6688

HOURLY RATED PART TIME EMPLOYEES

Schedule "B"	Job Description	EFFECTIVE DATE 7/1/2020
	Administrative Specialist I	27.0776
	Administrative Specialist II	28.4143
	Administrative Specialist III	29.8472
	Administrative Specialist IV	31.3355
	Administrative Specialist V	32.9204
	Aquatics Safety Instructor I	14.6967
	Aquatics Safety Instructor II	15.4358
	Aquatics Safety Instructor III	15.9332
	Aquatics Safety Instructor IV	16.6725
	Aquatics Specialist I	19.6635
	Aquatics Specialist II	20.6506
	Aquatics Specialist III	21.6634
	Aquatics Specialist IV	22.7657
	Capital Project Clerk	17.6108
	Center Event Specialist	18.5340
	Community Services Leader II	14.3864
	Community Services Leader III	16.5361
	Community Services Leader IV	18.3136
	Community Services Officer I	26.9674
	Community Services Officer II	28.3040
	Community Services Officer III	29.7371
	Community Services Officer IV	31.2252
	Community Services Officer V	32.7826
	Community Services Specialist	21.3452
	Construction Inspector	54.3068
	DASH Communication Specialist I	18.3136
	DASH Communication Specialist II	21.3453
	DASH Paratransit Specialist I	18.3136
	DASH Paratransit Specialist II	21.3453
	Graphic Design Aide I	23.1489
	Graphic Design Aide II	26.3997
	Legislative Technician I	36.8614
	Legislative Technician II	40.0858
	Maintenance Services Aide I	13.2925
	Maintenance Services Aide II	14.1130
	Maintenance Services Aide III	16.1992
	Maintenance Services Aide IV	18.2171
	Maintenance Trainee I	17.3628
	Maintenance Trainee II	18.2171
	Management Trainee I	20.8490

Schedule "B"	Job Description	EFFECTIVE DATE 7/1/2020
	Management Trainee II	21.8963
	Media Aide	17.6935
	Media Production Center Tech B	45.8183
	Paratransit Communication Operator II	14.3862
	Paratransit Communication Operator III	16.5361
	Paratransit Communication Operator IV	18.3136
	Paratransit Communication Operator V	21.3453
	Paratransit Vehicle Operator I	13.2925
	Paratransit Vehicle Operator II	14.3862
	Paratransit Vehicle Operator III	16.5361
	Paratransit Vehicle Operator IV	18.3136
	Paratransit Vehicle Operator V	21.3453
	Parking Enforcement Technician I	21.0282
	Parking Enforcement Technician II	23.3295
	Project Architect	61.7963
	Project Management Assistant	23.3434
	Relief Telephone Operator/Service Receptionist	18.1620
	Senior Aquatics Guard I	16.0095
	Senior Aquatics Guard II	17.3080
	Senior Aquatics Guard III	17.6157
	Senior Aquatics Guard IV	18.4696
	Senior Aquatics Guard IV	18.4696
	Senior Community Services Specialist	31.0188
	Service Request Representative I	21.1383
	Service Request Representative II	22.1996
	Service Request Representative III	23.3434
	Support Services Clerk I	21.0558
	Support Services Clerk II	22.0893
	Support Services Clerk III	23.1915
	Support Services Clerk IV	24.3491
	Video Operations Specialist	30.2608
	Video Operations Technician I	20.6010
	Video Operations Technician II	21.6347
	Video Operations Technician III	22.7369
	Video Operations Technician IV	23.8532
	Video Operations Technician V	25.0795
	Water Resources Intern I	18.5965
	Water Resources Intern II	19.5494

HOURLY RATED PART TIME EMPLOYEES

Schedule "A"	Job Description	EFFECTIVE DATE 7/1/2021
	Administrative Aide	14.3150
	Cashier-Clerk	15.0154
	CATV Production Assistant	19.2180
	CATV Production Intern	17.1724
	Center Event Technician	19.2180
	Clerk Typist I	16.1148
	Clerk Typist II	16.9635
	Clerk Typist III	17.7847
	Clerk Typist IV	18.6335
	Clerk Typist V	19.5660
	Clerk Typist VI	20.5540
	Crossing Guard I	16.1287
	Crossing Guard II	16.9917
	Crossing Guard III	17.8124
	Crossing Guard IV	18.7172
	DASH Dispatcher II	15.6277
	DASH Dispatcher III	17.9376
	DASH Dispatcher IV	19.8861
	DASH Transportation Driver II	15.6277
	DASH Transportation Driver III	17.9376
	DASH Transportation Driver IV	19.8861
	DASH Transportation I Driver-in-Training	14.3150
	Intern I	20.0948
	Intern II	21.1245
	Lifeguard/Swim Instructor I	16.0452
	Lifeguard/Swim Instructor II	16.8521
	Lifeguard/Swim Instructor III	17.3952
	Lifeguard/Swim Instructor IV	18.2023
	Locker Attendant	14.3150
	Maintenance Aide I	14.3150
	Maintenance Aide II	15.6277
	Maintenance Aide III	17.9377
	Media Production Center Tech A	49.7639
	Pool Manager I	21.3472
	Pool Manager II	22.4187
	Pool Manager III	23.5182
	Pool Manager IV	24.7148
	Public Works Inspector	54.8432
	Recreation Leader I	14.3150
	Recreation Leader II	15.6277
	Recreation Leader III	17.9377

Schedule "A"	Job Description	EFFECTIVE DATE 7/1/2021
	Recreation Leader IV	19.8861
	Recreation Specialist I	23.1702
	Recreation Specialist II	28.0269
	Recreation Specialist III	33.6908
	Recreation Specialist IV	39.2850
	Relief Administrative Clerk I	23.1005
	Relief Administrative Clerk II	25.4385
	Relief Administrative Clerk III	27.4286
	Relief Building Inspector	73.8108
	Relief Helicopter Pilot	41.9847
	Relief Parking Control Officer I	22.8641
	Relief Parking Control Officer II	25.3411
	Relief Parking Control Officer III	27.8600
	Relief Senior Building Inspector	96.4521
	Relief Telephone Operator	19.7052
	Senior Building Inspector	96.4521
	Senior Lifeguard I	17.4784
	Senior Lifeguard II	18.2857
	Senior Lifeguard III	19.2321
	Senior Lifeguard IV	20.1644
	Senior Relief Helicopter Pilot	46.3821
	Sports Official	23.1702
	Student Intern	14.3150
	Student Recreation Assistant	14.3150
	Tree Inspector	25.2159
	Video Operations Assistant I	22.3910
	Video Operations Assistant II	23.4902
	Video Operations Assistant III	24.7009
	Video Operations Assistant IV	25.9256
	Video Operations Assistant V	27.2337
	Video Project Specialist I	29.8499
	Video Project Specialist II	49.7639

HOURLY RATED PART TIME EMPLOYEES

Schedule "B"	Job Description	EFFECTIVE DATE 7/1/2021
	Administrative Specialist I	27.6869
	Administrative Specialist II	29.0536
	Administrative Specialist III	30.5187
	Administrative Specialist IV	32.0406
	Administrative Specialist V	33.6611
	Aquatics Safety Instructor I	15.0274
	Aquatics Safety Instructor II	15.7831
	Aquatics Safety Instructor III	16.2917
	Aquatics Safety Instructor IV	17.0476
	Aquatics Specialist I	20.1059
	Aquatics Specialist II	21.1153
	Aquatics Specialist III	22.1508
	Aquatics Specialist IV	23.2779
	Capital Project Clerk	18.0071
	Center Event Specialist	18.9511
	Community Services Leader II	14.7101
	Community Services Leader III	16.9081
	Community Services Leader IV	18.7256
	Community Services Officer I	27.5742
	Community Services Officer II	28.9409
	Community Services Officer III	30.4061
	Community Services Officer IV	31.9278
	Community Services Officer V	33.5202
	Community Services Specialist	21.8255
	Construction Inspector	55.5287
	DASH Communication Specialist I	18.7256
	DASH Communication Specialist II	21.8256
	DASH Paratransit Specialist I	18.7256
	DASH Paratransit Specialist II	21.8256
	Graphic Design Aide I	23.6697
	Graphic Design Aide II	26.9937
	Legislative Technician I	37.6908
	Legislative Technician II	40.9877
	Maintenance Services Aide I	14.3150
	Maintenance Services Aide II	14.4305
	Maintenance Services Aide III	16.5636
	Maintenance Services Aide IV	18.6269
	Maintenance Trainee I	17.7534
	Maintenance Trainee II	18.6269
	Management Trainee I	21.3181

Schedule "B"	Job Description	EFFECTIVE DATE 7/1/2021
	Management Trainee II	22.3890
	Media Aide	18.0916
	Media Production Center Tech B	46.8492
	Paratransit Communication Operator II	14.7099
	Paratransit Communication Operator III	16.9081
	Paratransit Communication Operator IV	18.7256
	Paratransit Communication Operator V	21.8256
	Paratransit Vehicle Operator I	14.3150
	Paratransit Vehicle Operator II	14.7099
	Paratransit Vehicle Operator III	16.9081
	Paratransit Vehicle Operator IV	18.7256
	Paratransit Vehicle Operator V	21.8256
	Parking Enforcement Technician I	21.5014
	Parking Enforcement Technician II	23.8544
	Project Architect	63.1867
	Project Management Assistant	23.8686
	Relief Telephone Operator/Service Receptionist	18.5706
	Senior Aquatics Guard I	16.3697
	Senior Aquatics Guard II	17.6974
	Senior Aquatics Guard III	18.0121
	Senior Aquatics Guard IV	18.8852
	Senior Aquatics Guard IV	18.8852
	Senior Community Services Specialist	31.7167
	Service Request Representative I	21.6140
	Service Request Representative II	22.6991
	Service Request Representative III	23.8686
	Support Services Clerk I	21.5296
	Support Services Clerk II	22.5863
	Support Services Clerk III	23.7133
	Support Services Clerk IV	24.8970
	Video Operations Specialist	30.9417
	Video Operations Technician I	21.0645
	Video Operations Technician II	22.1214
	Video Operations Technician III	23.2485
	Video Operations Technician IV	24.3899
	Video Operations Technician V	25.6438
	Water Resources Intern I	19.0149
	Water Resources Intern II	19.9892

DIVIDER SHEET

COUNCIL AGENDA

May 12, 2020

TO: The Honorable Mayor and City Council

SUBJECT: Cooperative Agreement to Replace Del Amo Bridge over Los Coyote Creek

INTRODUCTION

The existing Del Amo Boulevard bridge over Coyote Creek has only one traffic lane in each direction and is skewed. Del Amo has two lanes approaching and departing the bridge. The boundary of four cities, Lakewood, Cerritos, La Palma and Cypress come together at the bridge. The cities have combined efforts to acquire funding and engineering to replace the bridge, straighten the alignment and have two lanes in each direction. The City of Cerritos has agreed to be the lead agency. La Palma and Cypress have a separate agreement wherein La Palma will act on behalf of Cypress. The City of Lakewood needs to enter into a cooperative agreement with Cerritos and La Palma for replacement of the bridge.

STATEMENT OF FACT


The proposed Agreement is to obtain preliminary design and environmental review at an estimated cost of \$3.7 million to be funded by LA MTA Measure M (60%) and Orange County OCTA Measure M for their 40% share.

The consensus is, that in order to be competitive when applying for upcoming grants, a set of “shovel ready” bid documents is an advantage. The goal of this phase of the project is to develop plans and specifications that are ready for project bidding. The estimated construction cost is \$18 million. A future agreement will be needed for the construction phase.

RECOMMENDATION

That the City Council:

1. Authorize the Mayor to execute an Agreement among the Cities of Lakewood, Cerritos and La Palma, setting forth the conditions to develop preliminary design and environmental review for replacement of the Del Amo bridge over Coyote Creek in a form approved by the City Attorney.

Lisa Ann Rapp 
Director of Public Works


Thaddeus McCormack
City Manager

DEL AMO BRIDGE REPLACEMENT PROJECT

COOPERATIVE AGREEMENT

(Environmental Clearance and Design Phase)

THIS AGREEMENT, dated this ____ day of _____ 2020 (“**Effective Date**”), for purposes of identification, is made and entered into, by and among the CITY OF CERRITOS, a municipal corporation (“**Cerritos**”), the CITY OF LAKEWOOD, a municipal corporation (“**Lakewood**”), and the CITY OF LA PALMA (“**La Palma**”). Cerritos, Lakewood, and La Palma are sometimes referred to individually as “**Party**” and collectively as “**Parties**” herein.

RECITALS

A. The Parties desire to replace the Del Amo Boulevard Bridge (Caltrans Bridge No. 53C-0792, Los Angeles County Bridge No. 1495) over Coyote Creek, between Los Angeles and Orange Counties (“**Bridge**”). Sixty percent of the Bridge is located in Los Angeles County, while the remainder is located in Orange County. The Bridge was constructed in 1965 and has become structurally deficient. The Bridge is currently listed on the Eligible Bridge List of the Local Federal Highway Bridge Replacement and Rehabilitation Program.

B. The Bridge is approximately 37 feet wide, so the four traffic lanes along Del Amo Boulevard approaching the Bridge from either side must be reduced to two lanes to cross the Bridge. The reduction in traffic lanes, pronounced horizontal curvature in the roadway, merging vehicles, and reduced vehicular speeds, create potential safety hazards approaching, crossing, and leaving the Bridge.

C. The Bridge does not provide sufficient pedestrian or bicyclist access, as the narrow width of the Bridge provides only for a narrow four-foot wide elevated sidewalk along the north side of the Bridge. The Bridge is also not compliant with standards under the Americans for Disabilities Act (“**ADA**”) and provides insufficient accommodations for persons with disabilities.

D. Del Amo Boulevard is considered by both the Metropolitan Transportation Authority of Los Angeles County (“**MTA**”) and the Orange County Transportation Authority (“**OCTA**”) as a principal arterial. Based on the current average daily traffic (“**ADT**”) of 21,000 vehicles as of 2018, with a 1.25% annual growth, the future ADT along Del Amo Boulevard is 24,400 vehicles by 2030. As a result, the two-lane roadway along Del Amo Boulevard at the Bridge is inadequate, and the minimum number of lanes for current and future ADT, as measured by both MTA and OCTA, is a four-lane roadway.

E. As a result of the structural deficiencies, traffic and potential safety hazards, ADA noncompliance, and insufficient roadway width, the Parties desire to demolish and reconstruct the Bridge with a four-lane bridge, and related improvements, including traffic signalization along Del Amo Boulevard from the I-605 to the Bridge.

F. The total cost of the complete project is expected to be \$22 million, including preliminary design and environmental review, with an expected cost of approximately \$3.7 million. A portion of the cost of the Project (as defined below) is to be paid from MTA’s Measure

M funds and OCTA's Measure M funds allocated to each Party. Each Party is willing to fund its respective portion of the Project.

G. Cerritos is willing to take the lead in performing contract administration for the design and environmental review, which will yield final permitted construction documents for the demolition and reconstruction of the Bridge and related improvements.

H. La Palma has entered into a separate cooperative agreement dated July 7, 2009, with the City of Cypress, a municipal corporation located in Orange County ("**Cypress**"), whereby Cypress has authorized, and La Palma has agreed, that La Palma will act on behalf of Cypress regarding all matters related to the demolition and reconstruction of the Bridge and related improvements.

I. This Agreement memorializes the Parties' cooperation in administration and funding of the design and environmental review for the demolition and reconstruction of the Bridge and related improvements.

NOW, THEREFORE, in consideration of the mutual benefits to be derived by the Parties and of the promises herein contained, it is hereby agreed as follows:

I. DEFINITIONS

A. "**Project**" shall mean all environmental clearance and design related to the demolition and reconstruction of the Bridge, including the elimination of the existing horizontal curvature and realignment with the existing roadway approaches on either side of the Bridge, enhancement of the pedestrian and bicyclist access through the installation of sidewalks and a separate, dedicated bikeway, bringing the Bridge into compliance with current ADA standards, and traffic signal synchronization along Del Amo Boulevard from the I-605 to the Bridge. The project shall include review and approval of final plans by all applicable regulatory agencies that have oversight responsibilities over this project and will result in the creation of a "shovel-ready" set of construction documents. A list of the environmental clearance and design tasks for the Project, along with a breakdown of the costs of the Project, is included in the Scope of Work attached hereto as Exhibit "A" and incorporated by reference. For purposes of this Agreement, the term "**Project**" does not include actual construction work related to the Bridge and related improvements. The Parties agree to negotiate in good faith on separate cooperative agreement relating to the actual construction work of the Bridge and related improvements.

B. "**Business Day**" shall mean any day except, Saturday, Sunday, and any major public holiday.

C. "**Cost of the Project**" shall mean the costs of the Project, including design, environmental review, engineering review, and surveys related to the Bridge and related improvements, as detailed in Exhibit "A". The allocation of each Party's pro-rata share of the Cost of the Project is attached hereto as Exhibit "B" and incorporated by reference.

II. OBLIGATIONS OF CERRITOS

A. Contract Administration

Cerritos is hereby designated as the implementing agency to carry out the Project, including all aspects of the Project design. Cerritos is hereby authorized to do and perform all acts necessary or required in order to complete the Project, including execution and delivery of all documents necessary or required in connection with the Project.

In compliance with all applicable law, Cerritos will advertise for the design, engineering, and environmental review proposals related to the Project, award all related contract(s), and will act on behalf of the Parties in all negotiations pertaining thereto. Cerritos will inform the Parties prior to award of the contract(s) for the Project and provide a status update as necessary during the administration of the Project.

Additionally, written consent from the Parties shall be required prior to authorization of change orders in the amount of more than ten percent (10%) of each contract. Any objection or comment from a Party regarding a change order must be received within fourteen (14) business days of the date of the notice thereof, or the change order shall be deemed to be accepted by the Party.

B. Invoices; Cost Allocation

Cerritos shall prepare and present, from time to time, invoices of completion of work on the Project or a portion thereof to the Parties, and each Party shall pay in full its pro-rata share of the invoices within forty-five (45) calendar days of receipt. Any inquiry, comment, or objection from a Party regarding the work or payment of an invoice for the Project must be received within fourteen (14) business days of the date of receipt of the invoice, or the invoice shall be deemed to be accepted by the Party. Upon receipt of any inquiry, comment, or objection, Cerritos shall endeavor to furnish a response within a reasonable amount of time prior to the payment due date. No payment shall be due or owing to Cerritos until five (5) business days following a Party's acceptance of a response from Cerritos.

Furthermore, Cerritos shall keep an accounting of the Cost of the Project and each Party's pro-rata share thereof. Cerritos shall provide to each Party a detailed accounting of the costs and expenditures on the Project and funds on deposit, if any, on a periodic basis, and shall provide, within one hundred twenty (120) calendar days after final payment for the Project, a final accounting of the total Cost of the Project and each Party's pro-rata share thereof.

Failure of Cerritos to provide any such accounting shall not excuse each Party's duty to perform any act, including the duty to make full and timely payments or deposits required under this Agreement. Any Party may question or challenge any use of funds set forth in the accounting and may appeal same to the Cerritos City Council for a determination.

C. Project Plans

Cerritos shall submit all plans, specifications, estimates, reports, and other documentation on the Project to the Parties for review and approval, which approval shall not unreasonably be withheld.

III. OBLIGATIONS OF LAKEWOOD AND LA PALMA

A. Cooperation

Each Party authorizes Cerritos to procure, manage, and implement all aspects of the Project and agrees to cooperate with Cerritos in implementing the Project. Each Party further appoints Cerritos as its attorney-in-fact for the purpose of representing each Party in all negotiations pertaining to the advertisement, award, and administration of contract(s), and in all things proper to complete the Project, provided that Cerritos' actions are in compliance with this Agreement and applicable laws.

Cerritos will provide a status update as necessary during the administration of the Project. Additionally, prior written consent from the Parties shall be required prior to authorization of any change orders in the amount of more than ten percent (10%) of each contract. Any Party objecting to or commenting on a change order must provide written notice to Cerritos within fourteen (14) business days of the date of the notice thereof, or the change order shall be deemed to be accepted by the Party.

B. Payment

Each Party shall be responsible for, or shall request and obtain from MTA or OCTA (as the case may be), the appropriate funding for its pro-rata share of the Cost of the Project.

Each Party agrees to remit payment for its pro-rata share of the completion of work on the Project or a portion thereof within forty-five (45) calendar days of receipt of an invoice from Cerritos. If a Party has an inquiry, comment, or objection regarding the work or payment of an invoice, said Party shall provide notice to Cerritos within fourteen (14) business days of the date of receipt of the invoice, or the invoice shall be deemed to be accepted by the Party. Upon receipt of any inquiry, comment, or objection, Cerritos shall endeavor to furnish a response within a reasonable amount of time prior to the payment due date. No payment shall be due or owing to Cerritos until five (5) business days following a Party's acceptance of a response from Cerritos.

In addition, each Party agrees to deposit with Cerritos, from time to time within thirty (30) calendar days of a demand by Cerritos, sufficient funds to pay for each Party's pro-rata share of the Project or a portion thereof, based upon the approved plans and awarded contract(s) for the Project. Said demands will consist of a billing invoice prepared by Cerritos.

C. Party Documents; Review and Approval of Project Documents

Each Party shall provide all applicable plans, specifications, maps, and other documentation of the Party's rights-of-way, utilities, and other facilities necessary for Cerritos, or its agents, employees, officials, or contractors to complete the Project.

Each Party shall also review all plans, specifications, estimates, reports, and other documentation on the Project provided by Cerritos and approve the same by the time requested, which approval shall not unreasonably be withheld. Whenever any change or revision in any plan, estimate, report, or specification is provided to each Party for review and approval, each Party shall review and approve such change or revision on a timely basis by the time requested, which approval shall not unreasonably be withheld.

IV. GENERAL OBLIGATIONS

A. Good Faith

The Parties will each work together in good faith, using reasonable efforts to resolve any unforeseen issues and disputes arising out of the performance of this Agreement.

B. Conflicts of Interest

1. No Financial Relationship

Each Party acknowledges the requirements of Government Code Sections 1090 *et seq.* (the “**1090 Laws**”) and represents and warrants that it has not entered into any financial or transactional relationships or arrangements that would violate the 1090 Laws, nor shall any Party solicit, participate in, or facilitate a violation of the 1090 Laws.

2. Each Party’s Representations and Warranties

Each Party further represents and warrants that it has not entered into any arrangement to pay financial consideration to, and has not made any payment to, any other Party’s official, agent, or employee that would create a legally cognizable conflict of interest as defined in the Political Reform Act (California Government Code sections 87100 *et seq.*).

C. Lakewood and La Palma Acknowledgements

Subject to the reimbursement obligations set forth in this Agreement, Lakewood and La Palma each acknowledge and agree that, with respect to the work concerning the Project:

- (a) Cerritos has sole discretion to select which of its employees, consultants, and contractors are assigned to the work.
- (b) Cerritos has sole discretion to direct the work and evaluate the performance of the employees, consultants, and contractors assigned to the work, and Cerritos retains the right to terminate or replace at any time any such person.
- (c) Cerritos has sole discretion to determine the amount of compensation paid to employees, consultants, or contractors assigned to the work.
- (d) Cerritos shall pay employees, consultants, and contractors assigned to the work from a Cerritos account.
- (e) Lakewood and La Palma, individually, shall not attempt to direct, influence, or otherwise control the consultants, contractors, or other parties selected by Cerritos on this Project. Any questions or concerns each Party may have regarding any services shall be directed to Cerritos.

D. Indemnification and Hold Harmless

1. Agreement Not Liability

The Parties acknowledge that there may be challenges to the legality, validity, and adequacy of this Agreement, or the Project itself. If such challenges are successful, such challenges could delay or prevent the performance of this Agreement, or completion of the Project. Each Party shall have no liability whatsoever for the inability to complete the Project, as the result of any judicial determination that some or all of this Agreement or the Project is invalid, inadequate, or otherwise not in compliance with the law. No official, officer, employee, or agent of any Party shall be personally liable hereunder to any extent.

2. Indemnification.

The Parties wish to provide for contribution or indemnification upon any liability arising out of the Agreement.

- (a) Each Party, shall indemnify, defend and hold harmless the non-indemnifying Party(-ies) and its/their elected and appointed officers, employees, and agents from and against all liability, including but not limited to demands, claims, actions, fees, costs and expenses (including attorney and expert witness fees), arising from or connected with anything done or omitted to be done by said Party, its respective officers, employees, agents, contractors, or subcontractors (collectively “**Indemnifying Party**”), under or in connection with any work, authority, or jurisdiction delegated to Indemnifying Party under this Agreement. Such indemnification shall not cover any claim due to the sole negligence or willful misconduct of the non-indemnifying Party(-ies). All obligations under this provision are to be paid by the Indemnifying Party as they are incurred by the non-indemnifying Party(-ies).
- (b) Cerritos shall require in any agreement with a consultant or contractor for the Project that the consultant or contractor defend, indemnify, and hold harmless each Party, including each Party’s officers, employees, agents, contractors, and subcontractors, as set forth in this provision.

3. Period of Indemnification.

The indemnification obligations under this Section IV(D) shall begin upon the Effective Date and shall survive termination or expiration of this Agreement.

V. MISCELLANEOUS PROVISIONS

A. Term; Termination

This Agreement continues from the Effective Date until the Project is completed, or five (5) years, whichever is earlier. A non-defaulting Party may terminate this Agreement for a material breach by a defaulting Party following notice after a material breach remains uncured for at least fourteen (14) business days.

B. Default

Any breach in the material terms of this Agreement constitutes a default. If Lakewood or La Palma is in default, notice shall be provided by Cerritos to the defaulting Party, with a copy to the other non-defaulting Party. If Cerritos is in default, notice shall be provided by either

Lakewood or La Palma to Cerritos, with a copy to the other non-defaulting Party. Notice of default shall be provided within ten (10) business days and shall provide the timeframe in which the defaulting Party may cure the default, which timeframe shall be no less than fourteen (14) business days.

C. Relationship Between the Parties

The Parties agree that this Agreement does not operate to create the relationship of partnership, joint venture, or agency between the Parties.

D. Notices

All notices, demands, invoices, and communications shall be in writing and delivered to the following addresses or such other addresses as the Parties may designate by written notice:

To Cerritos	City of Cerritos 18125 Bloomfield Ave. PO Box 3130 Cerritos, CA 90703 Attn: _____ Email: _____	with a copy to:	_____ _____ _____ Attn: _____ Email: _____
To Lakewood	City of Lakewood _____ _____ _____ Attn: _____ Email: _____	with a copy to	_____ _____ _____ Attn: _____ Email: _____
To La Palma	City of La Palma 7822 Walker Street La Palma, CA 90623 Attn: Community Services Director Email: mikeb@cityoflapalma.org	with a copy to	City of La Palma 7822 Walker Street La Palma, CA 90623 Attn: City Engineer Email: cityengineer@cityoflapalma.org

Each such notice shall be deemed delivered to the Party to whom it is addressed and shall be deemed given and delivered in the following manner: (i) if personally served or delivered, upon delivery; (ii) if given by registered or certified mail, return receipt requested, deposited with the United States mail postage prepaid, seventy-two (72) hours after such notice is deposited with the United States mail; (iii) if given by overnight courier, with courier charges prepaid, twenty-four (24) hours after delivery to said overnight courier; or (iv) if given by any other means, upon delivery at the address specified in this Section.

E. Cooperation; Further Acts

The Parties shall fully cooperate with one another, and shall take any additional acts or sign any additional documents as may be necessary, appropriate, or convenient to attain the purposes of this Agreement.

F. Construction; References; Captions

The Parties agree that they or their agents have participated in the preparation of this Agreement, and therefore, the language of this Agreement shall be construed simply, according to its fair meaning, and not strictly for or against any Party. Unless otherwise specified, any term referencing time, days, or period for performance shall be deemed calendar days and not business days, provided, however that any deadline that falls on a weekend or holiday or other day in which the Party is not open for business shall be extended to the next business day. All references to a Party include all personnel, employees, agents, and contractors, except as otherwise specified in this Agreement. The captions of the various paragraphs are for convenience and ease of reference only, and do not define, limit, augment, or describe the scope, content, or intent of this Agreement.

G. Amendment; Modification

No supplement, modification, or amendment of this Agreement shall be binding unless executed in writing and signed by all Parties.

H. Waiver

No waiver of any default shall constitute a waiver of any other default or breach, whether of the same or other covenant or condition. No waiver, benefit, privilege, or service voluntarily given or performed by a Party shall give another Party any contractual right by custom, estoppel, or otherwise.

I. Binding Effect

Each and all of the covenants and conditions shall be binding on and shall inure to the benefit of the Parties, and their successors, heirs, personal representatives, or assigns. This Section shall not be construed as an authorization for any Party to assign any right or obligation.

J. No Third Party Beneficiaries

There are no intended third party beneficiaries of any right or obligation assumed by the Parties.

K. Invalidity; Severability

If any portion of this Agreement is declared invalid, illegal, or otherwise unenforceable by a court of competent jurisdiction, the remaining provisions shall continue in full force and effect, and shall be construed so as to effectuate the intent of the Parties.

L. Consent to Jurisdiction and Venue

This Agreement shall be construed in accordance with and governed by the laws of the State of California. Any legal action or proceeding brought to interpret or enforce this Agreement, or which in any way arises out of the Parties' activities undertaken pursuant to this Agreement,

shall be filed and prosecuted in the appropriate California State Court in the County of Los Angeles, California.

M. Time is of the Essence

Time is of the essence with respect to this Agreement.

N. Counterparts

This Agreement may be signed in counterparts, each of which shall constitute an original and which collectively shall constitute one instrument.

O. Entire Agreement

This Agreement contains the entire agreement among the Parties with respect to the subject matter of this Agreement and supersedes any prior oral or written statements or agreements with respect to the subject matter of this Agreement.

P. Authority

The persons executing this Agreement on behalf of each Party hereto warrant that: (i) the Party is duly organized and existing; (ii) they are duly authorized to execute and deliver this Agreement on behalf of the Party; (iii) by so executing this Agreement, the Party is formally bound to the provisions of this Agreement; and (iv) the entering into of this Agreement does not violate any provision of any other agreement to which the Party is bound.

[signatures on following page]

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed on the dates hereinafter respectively set forth.

CITY OF CERRITOS	CITY OF LAKEWOOD
<hr/>	<hr/>
Art Gallucci, City Manager	Name/Title:
Attest:	Attest:
<hr/>	<hr/>
Vida Barone, City Clerk	Name, City Clerk
Approved as to form:	Approved as to form:
<hr/>	<hr/>
Mark Steres, City Attorney	Name, City Attorney
	CITY OF LA PALMA
	<hr/>
	Peter L. Kim, Mayor
	Attest:
	<hr/>
	Kimberly Kenney, City Clerk, CMC
	Approved as to form:
	<hr/>
	Ajit Thind, City Attorney

EXHIBIT “A”

SCOPE OF WORK

[Insert Consultant’s Fee Proposal]

DRAFT

EXHIBIT “B”

ALLOCATION OF COSTS

	Los Angeles County (60%)		Orange County (40%)
	Cerritos	Lakewood	La Palma
Project Design	30%	30%	40%
Environmental Review	30%	30%	40%

DRAFT

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

COUNCIL AGENDA

May 12, 2020

TO: The Honorable Mayor and City Council

SUBJECT: Notice of Completion – Public Works Contract 2018-07
Paramount Boulevard Landscaping and Drainage Project

INTRODUCTION

Aramexx Construction, the Contractor on Public Works Contract 18-07, has substantially completed the conversion of the landscaping on the two side panels on Paramount Blvd. from Greenmeadow Road to Deerford Street. The work generally consists of site demolition and site improvements including use of drought tolerant landscape, drip irrigation, other related improvements required by the contract documents, and excavation and installation of bio-infiltration basins and dry well units to improve on-street drainage for urban runoff and stormwater to infiltrate into the side panels.

STATEMENT OF FACT

On April 9, 2019 Council awarded Public Works Contract 2018-07 to Aramexx Construction in the amount of \$2,099,255.00. One change order was issued during the construction period in the amount of \$5,160.28, and a second change order has been offered for additional trees and root water systems in the amount of \$14,952.00, that would result in a final contract amount of \$2,119,367.28.

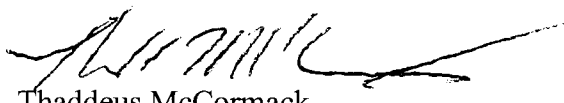
The construction work was considered to be substantially complete on December 13, 2019, which then began the required contractual maintenance period. Since that time, city staff has been inspecting the work site for completion of punch list items, some of which still remain uncompleted. In addition, a dispute for additional payment has developed between the contractor and the city, which staff is attempting to resolve. It is necessary to file the Notice of Completion at this time in order to start the 35 day time clock for any subcontractors or vendors who may wish to file a stop payment notice, and to enable the release of any final funds due to the contractor, once a resolution is reached.

RECOMMENDATION

It is the recommendation of Staff that the City Council:

- (1) Accept the work performed by Aramexx Construction in a final contract amount of \$2,119,367.28, and authorize the City Clerk to file the Notice of Completion for Public Works Contract 2018-07.

Lisa Ann Rapp 
Director of Public Works


Thaddeus McCormack
City Manager

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

Reports

COUNCIL AGENDA

May 12, 2020

TO: The Honorable Mayor and City Council

SUBJECT: COVID-19 Update

INTRODUCTION

This report provides an update on the latest on COVID-19 in the wake of recent guidance issued by the Federal, State and County governments.

STATEMENT OF FACT

As of May 7, 2020, the total number of coronavirus cases in Los Angeles County is 29,427 cases with 1,418 known deaths. In Lakewood, there are 95 known cases.

On May 6, the County laid out the first steps toward easing the current “Safer at Home” orders imposed almost two months ago. Florists, car dealers, toy stores, sporting goods stores, bookstores and music stores are allowed to open for curbside pickup only beginning Friday, May 8. In-store shopping is still not permitted.

Recreational amenities such as golf courses and trails are also allowed to reopen on May 8. People partaking in those activities are still required to adhere to physical distancing requirements and wear face coverings when they are in close proximity with others.

These recent actions are part of Stage 2 of a plan that the County calls the “Roadmap to Recovery.” We are currently in Stage 1. This five-stage reopening plan is based on risk and provides goalposts for reopening as safely as possible. Other aspects of Stage 2 that will be authorized “soon” include the reopening of low risk businesses (manufacturing, office, and retail), essential health care, outdoor recreation and libraries and museums, cultural centers and galleries. Later stages, which do not have a target date, include the reopening of higher risk businesses, schools and universities and sporting and spectator events.

Similarly, the State developed a multi-stage “Resilience Roadmap” that phases in the eventual end of the statewide Stay at Home order. Based on achieving key public health metrics (surge capacity, personal protective equipment availability, testing capacity, stability of hospitalizations, contact tracing capability and having a public health guidance in place) the state moved to Stage 2 on the roadmap. Like the County, this allowed the gradual reopening of certain retail (curbside only), manufacturing and logistics. The latter part of Stage 2 will allow relaxation of retail restrictions, reopening of schools, child care, offices and limited hospitality and personal services.

City response

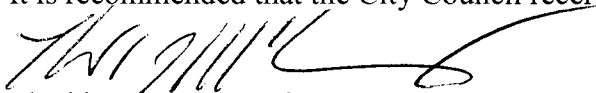
- The City has been communicating with the representatives from Lakewood Center and the Chamber of Commerce to assist businesses that can and wish to avail themselves of the opportunity to reopen on May 8. As of this writing, it is not clear which businesses will do so.
- The City will reopen the West San Gabriel River Nature Trail and post signage reminding hikers to take safety precautions, including practicing social distancing, use face coverings, and to avoid gathering in groups.

The City is also planning for the eventual reopening of parks and facilities, including City Hall. The timing of when parks and facilities will open will be based on the County updating their Roadmap to authorize the latter aspects of Stage 2, as well as the details of the anticipated extension of the over-arching Safer at Home order. It is likely and expected that the “re-opening” of City Hall will be done in a gradual and phased manner, with adherence to the County’s reopening protocols that address the following areas of concern:

- Protecting and supporting employee and customer health and safety
- Ensuring appropriate physical distancing
- Ensuring proper infection control
- Communicating with the public
- Ensuring equitable access to services for vulnerable populations

RECOMMENDATION

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



Thaddeus McCormack
City Manager

Attachments

Update on California Pandemic Roadmap
County of Los Angeles Roadmap to Recovery



ROADMAP TO RECOVERY

A Phased Approach to Reopening Safely

Barbara Ferrer, PhD, MEd



COUNTY OF LOS ANGELES
Public Health



COUNTY OF LOS ANGELES
Public Health

TABLE OF CONTENTS

I. Recovery Safeguards

II. Recovery Process

III. Stages for Reopening

IV. Reopening Guidelines

V. Recovery Metrics



SAFEGUARDS IN PLACE BEFORE OPENING



Ensuring health care system capacity:

- Adequate health care staffing, testing, ventilators and PPE, along with surge capacity



Protecting vulnerable populations:

- Adequate PPE and staffing to manage effective care and positive cases in institutional settings
- Adequate COVID-19 testing for residents and workers in institutional settings



Ensuring public health capacity to test, trace and isolate:

- Adequate capacity to test those in priority groups and those in congregate living and healthcare facilities
- Capacity to trace and isolate individuals with positive COVID-19 tests and to quarantine close contacts
- Collect data electronically from providers and labs, including race/ethnicity data

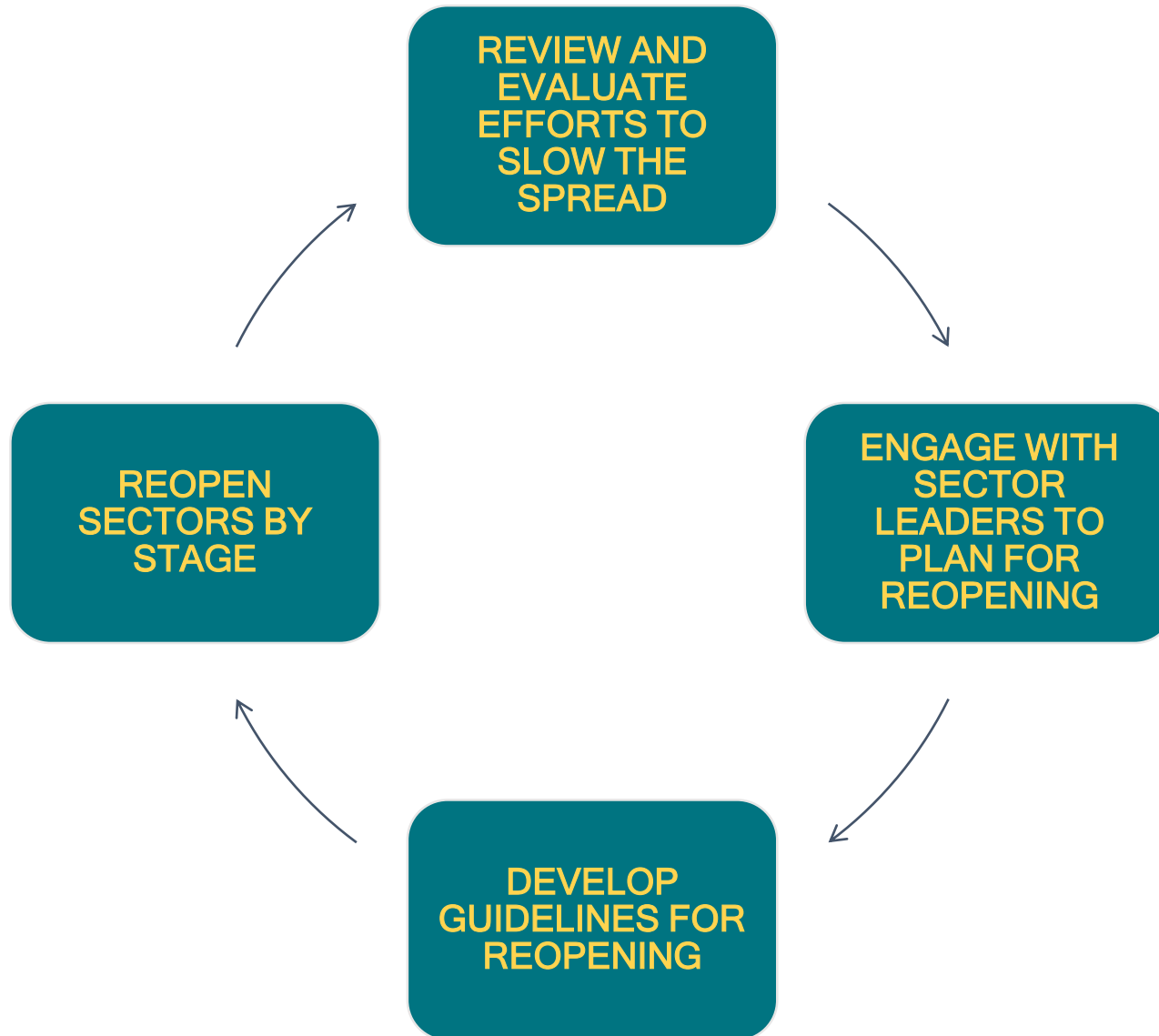


Developing protocols to keep workers and residents safe:

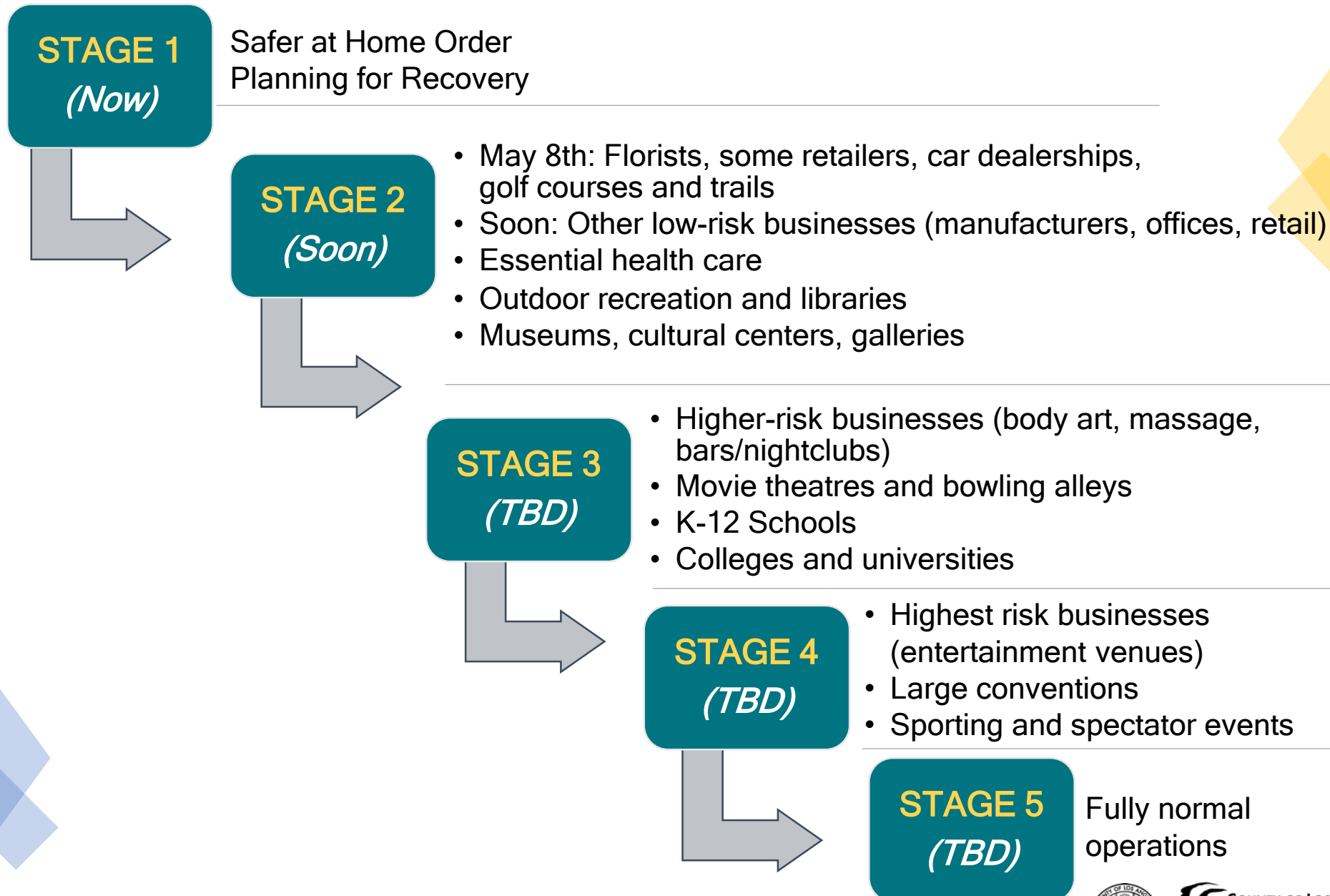
- Protocols in place to ensure safe reopening of businesses and institutions, including attention to physical distancing and infection control measures



PROCESS FOR STAGED REOPENING



FIVE-STAGE REOPENING PROCESS BASED ON RISK



MAY 8TH REOPENING

A limited number of businesses will be able to open on May 8th with appropriate safeguards in place

Florists, Toy Stores, Book Stores, Clothing Stores, Music Stores, and Sporting Goods Stores

- Curbside pick-up only
- Must adhere to physical distancing and infection control protocols

Car dealership showrooms

- Must adhere to physical distancing and infection control protocols

Golf courses

- Pro shops closed
- Concession stands and restaurants are take-out only
- Must adhere to physical distancing and infection control protocols

Trails

- Must adhere to physical distancing
- Must use cloth face covering



PLANNING FOR SAFE REOPENING

Each sector will have a safe reopening guidelines that addresses the following areas of concern:

Protecting and supporting worker health and safety

- Limit in-person work and ensure that vulnerable workers have alternative assignments
- Supply and require use of face coverings and personal protective equipment
- Develop policies that enable employees to stay at home when they are sick

Ensuring appropriate physical distancing

- Limit occupancy in accordance with Safe Reopening protocols
- Ensure 6-foot distance between individuals as much as possible
- Manage employees' schedules to enable physical distancing

Ensuring proper infection control

- Follow strict cleaning and sanitation standards
- Frequently clean high-touch surfaces

Communicating with the public

- Post clear signage to communicate protocols to visitors

Ensuring equitable access to services for vulnerable populations

- Prioritize access to critical services
- Move transactions and services online as feasible



ARE WE SLOWING THE SPREAD?

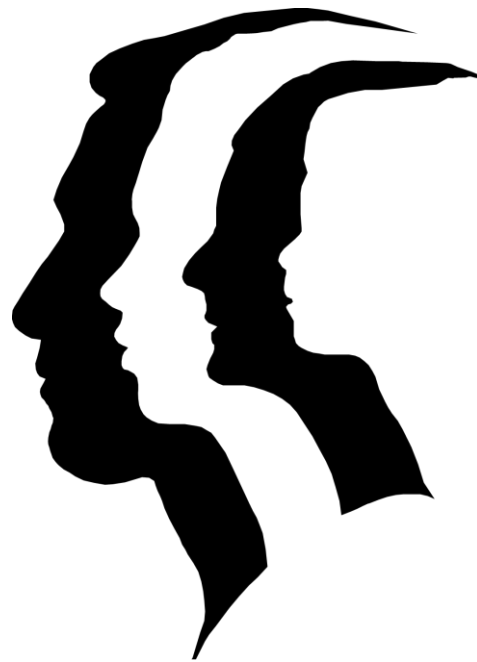
How capable are we of slowing the spread?

- Do we have sufficient hospital capacity, including ventilators and ICU beds?
- Is the supply of PPE adequate for all health care workers?
- Do we have sufficient testing capacity and testing supplies?
- Do we have sufficient case and contact tracing capacity?

How effective are we in slowing the spread?

- Are mortality rates by age, poverty status, and race/ethnicity relatively stable?
- Are hospitalization rates by age, poverty status, and race/ethnicity relatively stable?
- Do all high-risk populations have adequate access to testing?





THANK YOU



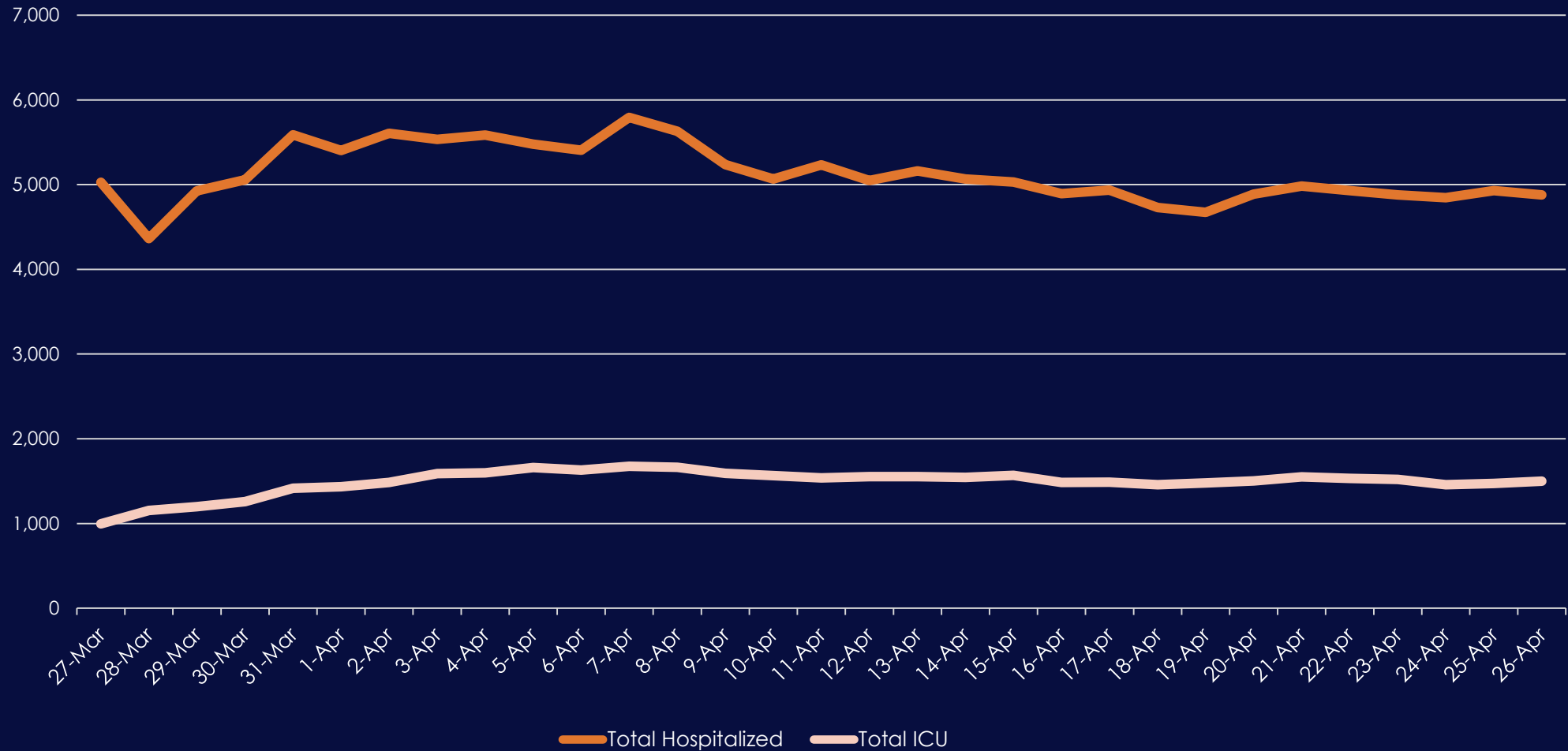


Update on California's Pandemic Roadmap

6 Indicators for Modifying Stay-at-Home Order

- Ability to test, contact trace, isolate, and support the exposed
- Ability to protect those at high risk for COVID-19
- Surge capacity for hospital and health systems
- Therapeutic development to meet the demand
- Ability of businesses, schools, and childcare facilities to support physical distancing
- Determination of when to reinstitute measures like Stay-At-Home

California Hospitalization Trend Lines



Total includes both COVID-19 confirmed positive hospitalizations as well as COVID-19 suspect hospitalizations.

The Basics



COVID-19 is not going away soon.



Modifications to Stay-At-Home Order must be guided by health risk and a commitment to equity.



Taking responsibility is key at all levels – individual, business, and government.

Resilience Roadmap Stages

STAGE 1: Safety and Preparedness

Making essential workforce environment as safe as possible.

STAGE 2: Lower Risk Workplaces

Creating opportunities for lower risk sectors to adapt and re-open.

Modified school programs and childcare re-open.

STAGE 3: Higher Risk Workplaces

Creating opportunities for higher risk sectors to adapt and re-open.

STAGE 4: End of Stay-At-Home Order

Return to expanded workforce in highest risk workplaces.

Requires
Therapeutics.

Stage 1: Safety and Preparedness

This is where we are now.

- **Continue to build out testing, contact tracing, PPE, and hospital surge capacity.**
- **Continue to make essential workplaces as safe as possible.**
 - Physical and work flow adaption
 - Essential workforce safety net
 - Make PPE more widely available
 - Individual behavior changes
- **Prepare sector-by-sector safety guidelines for expanded workforce.**

Stage 2: Lower Risk Workplaces

Gradually opening some lower risk workplaces with ADAPTATIONS:

- Retail (e.g. curbside pickup)
- Manufacturing
- Offices (when telework not possible)
- Opening more public spaces

Expanded Workforce Safety Net:

- Wage replacement so workers can stay home when sick

Stage 2: Lower Risk Workplaces

Schools and Childcare Facilities with Adaptations:

- Summer programs and next school year potentially starting sooner (July/August)
- Childcare facilities to provide more care
- Address learning gaps
- Ensure students and staff are protected
- Allow broader workforce to return to work

Actions needed to get from Stage 1 to Stage 2



Government Actions

- Policies that allow people to stay home when they're sick
- Guidance provided on how to reduce risk



Business Actions

- Wage replacement so workers can stay home when sick
- Implement adaptations to lower-risk workplaces NOW
- Employees continue to work from home when possible



Individual Actions

- Safety precautions – physical distancing, face coverings, etc.
- Avoid all non-essential travel
- Support and care for people who are at high risk

When are we ready for Stage 2?

Key indicator considerations to move to Stage 2:

- Hospitalization and ICU trends stable.
- Hospital surge capacity to meet demand.
- Sufficient PPE supply to meet demand.
- Sufficient testing capacity to meet demand.
- Contact tracing capacity statewide.

Transition to Stage 2 will occur through a statewide modification to the Stay-At-Home Order.

Opportunity for Regional Variations

During Stage 2, counties may choose to relax stricter local orders at their own pace.

Following Stage 2, once a statewide COVID-19 surveillance system is made possible through testing, further regional variations could be supported.

State will consult and collaborate closely with local governments.

Stage 3: Higher Risk Workplaces

Open higher risk environments with adaptations and limits on size of gatherings:

- Personal care (hair and nail salons, gyms)
- Entertainment venues (movie theaters, sports without live audiences)
- In-person religious services (churches, weddings)

Stage 4: End of Stay-At-Home Order

Re-open highest risk workplaces with all indicators satisfied once therapeutics have been developed:

- Concerts
- Convention Centers
- Live audience sports

Be Part of the Solution

Stay Home. Practice Physical Distancing.

We are enlisting all Californians to help inform the development of guidance for sectors across our economy.

This guidance will provide a framework for how to safely re-open.

CALIFORNIA
ALL

**Your Actions
Save Lives**

covid19.ca.gov

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

Housing Successor

**CITY OF LAKEWOOD SUCCESSOR AGENCY - HOUSING
FUND SUMMARY 4/30/2020**

In accordance with section 2521 of the Lakewood Municipal Code there is presented herewith a summary of obligations to be paid by voucher 379 through 380. Each of the following demands has been audited by the Director of Administrative Services and approved by the City Manager.

3901	HOUSING SUCCESSOR AGENCY	21,175.00
		<hr/> 21,175.00

Council Approval

Date

City Manager

Attest

City Clerk

Director of Administrative Services

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

CHECK #	CHECK DATE	VEND #	VENDOR NAME	GROSS	DISC.	CHECK AMOUNT
379	04/30/2020	5357	GALLARDO, BLANCA & MARCELINA	18,000.00	0.00	18,000.00
380	04/30/2020	2177	SINDAHA SAMIR	3,175.00	0.00	3,175.00
Totals:				<u>21,175.00</u>	<u>0.00</u>	<u>21,175.00</u>