

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

October 13, 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:

Front Yard Landscape Ordinance
Consideration of Interim Caretaker for Lakewood Equestrian Center

6:00 p.m.
MAPLE ROOM

CALL TO ORDER

7:30 p.m.

CALL TO ORDER

INVOCATION:

PLEDGE OF ALLEGIANCE:

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

ANNOUNCEMENTS AND PRESENTATIONS:

Presentation by Tania Whiteleather, Committee Chairperson, Lakewood Rotary Club, Regarding Project Shepherd.

ROUTINE ITEMS:

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

RI-1 MEETING MINUTES - Staff recommends City Council approve Minutes of the Meeting held May 12, 2020.

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

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

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

City Council Agenda

October 13, 2020

Page 2

ROUTINE ITEMS: - Continued

- RI-5 MEETING REPORTS AND AUTHORIZATIONS PURSUANT TO AB1234 - Staff recommends City Council approve report and authorizations.
- RI-6 REIMBURSEMENT AGREEMENT FOR LONG BEACH TRANSIT FIXED ROUTE SUBSIDY SERVICES - Staff recommends City Council authorize Mayor to sign reimbursement agreement with Long Beach Transit for fixed route bus services.
- RI-7 PURCHASE OF VARIOUS OPERATIONAL PARTS AND SUPPLIES - Staff recommends City Council authorize purchase of various operational parts and supplies at not-to exceed amounts from S&J Supply Co. (FY 2020-21: \$34,900 and FY 2021-22: \$36,100) and Ferguson Waterworks (FY 2020-21: \$28,200 and FY 2021-22: \$31,700).
- RI-8 PROFESSIONAL SERVICES AGREEMENT FOR IMPLEMENTATION AND MAINTENANCE OF UTILITY MANAGEMENT SYSTEM – Staff recommends City Council authorize the Mayor to sign an award contract in a form approved by the City Attorney to Sedaru, Inc. for implementation and maintenance of a Utility Management System.
- RI-9 ENGINEERING DESIGN SERVICES FOR RMRA AND STPL PAVEMENT REHAB – Staff recommends City Council accept Willdan’s proposal for design services in amount of \$95,000, authorize Mayor to sign proposal, authorize Senate Bill 1 RMRA funds in amount of \$50,000 to be used for project, authorize STPL Xchange funds in amount of \$45,000 to be used for project.

PUBLIC HEARINGS:

- 1.1 PURCHASE ORDER FOR WELL 13A TREATMENT SYSTEM – Staff recommends City Council appropriate \$165,000 (which includes 6.5% contingency) in Water Fund Reserves and award Purchase Order to Yardney Water Management Systems, Inc. for not-to-exceed costs of \$155,000.

LEGISLATION:

- 2.1 RESOLUTION NO. 2020-55; APPOINTMENT TO THE COMMUNITY SAFETY COMMISSION - Staff recommends City Council adopt proposed resolution.

REPORTS:

- 3.1 QUARTERLY BUDGET REPORT OF MAJOR FUNDS – AS OF SEPTEMBER 30, 2020 - Staff recommends City Council receive and file report.
- 3.2 MEASURE L CITIZENS OVERSIGHT COMMITTEE MEETING #1 UPDATE – Staff recommends City Council receive and file the report.
- 3.3 HALLOWEEN-THEMED EVENTS – Staff recommends Mayor and City Council receive and file the report.
- 3.4 REPORT ON COMMUNITY DIALOGUE

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

Study Session

COUNCIL STUDY SESSION

October 13, 2020

TO: Honorable Mayor and City Council

SUBJECT: Continued discussion of proposed ordinance pertaining to front yard standards for landscaping permeable and impermeable surfaces.

INTRODUCTION

On September 22, 2020, the City Council held a study session to discuss possible regulations related to front yard landscaping and standards for the installation of permeable and impermeable materials in the front yard. The study session was focused on a proposed ordinance pertaining to front yard standards for landscaping, permeable and impermeable surfaces. Staff believes that an ordinance is necessary to establish minimum landscape standards for front yards, but also to help with the continued control and enforcement of the City's parking regulations in these areas. Comments from the Council Members and the City Manager were received and considered in redrafting the proposed policies. The resulting regulation suggestions for inclusion in a draft ordinance are discussed in the following Policy Consideration Section.

STATEMENT OF FACTS

Currently there is no regulation prohibiting Lakewood property owners from paving or placing impermeable materials to cover 100% of the required front yard area and building permits are not required to do "flat work." Therefore, a property owner has no requirement to seek City approval for paving any or all portions of their required front yard.

The following are current excerpts from the Lakewood Municipal Code (LMC) relevant to this discussion:

Front Yard Defined

LMC 9322.4. FRONT YARD. Every lot and every parcel in the R-1 zone shall have a front yard setback of not less than twenty (20) feet from the front property line except as listed below, or not less than ten (10) feet from the front property line where said lot or parcel is located on a cul-de-sac street or on a knuckle intersection. Every lot and every parcel in the R-1 zone located within Tract No. 11600 and Tract No. 12673 (more commonly known as Lakewood Gardens) shall have a front yard setback of not less than fourteen (14) feet from the front property line.

Single-Family Residential Landscape Regulations

LMC 9322.10 and 9326.13. YARD AREAS. All yard areas not occupied by buildings, accessory structures, walkways, pools, spas, driveways, decks, or similar building or architectural devices, are to be provided with ground cover to deter erosion, dust, accumulation of water or mud, and an unsightly appearance. Ground cover is grass, trees, plants, shrubs, flowers, or permitted decorative features including bark, concrete, and rock. (Added by Ord. 2005-8)

Please note that as stated: "**Ground Cover isconcrete and rock.**" This is the wording that allows a resident to fully cover all yards or portions thereof with only concrete.

POLICY CONSIDERATIONS

The following suggested policies have been revised in response to comments received from the City Council Members at the September 22, 2020 study session:

- Front Yard Hardscape Area or “FYHA” is now defined as “...*the total area of all impermeable materials or structures located in the required Front Yard Area...*” The hardscape area is proposed to be limited to be **no more than 60% of the required front yard area**. An applicant can submit a Development Review Board (DRB) application to request approval with justification for an expansion of this percentage to address unusual situations, such as an extremely narrow lot or certain cul-de-sac situations. This standard responds to requests to further reduce front yard paving.
- Front Yard Landscaping Area or “FYLA” is now defined as “*The Front Yard Landscape Area*” or “FYLA” shall be all the remaining area in the required Front Yard Area, after excluding any areas occupied by the FYHA.” “...This means that the permeable area will be **no less than 40% of the required front yard area**, unless otherwise granted by the DRB. This is similar to some other Gateway Communities, including the adjacent City of Cerritos. Furthermore, no less than 50% of this area **is required to be planted and landscaped with organic materials**, unless otherwise approved by the DRB for such things as artificial turf. This standard responds to requests to increase front yard landscaping with organic materials and to address the capability of doing artificial turf.
- Required Driveway is now defined as “*a paved surface that provides a direct path from the property line adjacent to a public or private street, alley, or driveway from which the property is accessed to the required off-street parking spaces.*” Also in this definition the width of the required driveway is defined as “*The driveway width shall be no wider than ten (10) feet for each offsite covered parking space (e.g. garage or carport) to which it leads (e.g. 20-foot wide drive for a two-car garage or carport).*” This standard responds to requests to clarify acceptable driveway widths and it also clarifies that tandem replacement parking is allowed when state law allows the deletion of locally required parking standards.
- Front Entry Walkway is defined as “*An FYHA area no wider than six feet (6’) that leads to the front residence entry door from the public sidewalk or other site access. This walkway shall be separated from the required driveway by a turf area or other landscape planter that is three feet (3’) wide or wider.*” This can be modified by an approved Site Plan Review. This standard responds to requests to better define and separate walkways from driveways, while allowing flexibility in a discretionary case-by-case review, if needed.

This section also defines: “**Driveway Step Out Area**. An FYHA area **no more than two-feet wide** may be added adjacent to the required driveway for the purpose of passenger exiting.” This standard responds to requests to allow some modest expansion for a step out area.

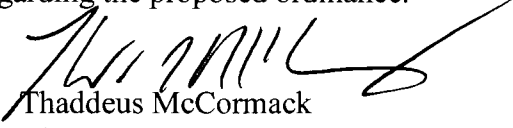
- Site Plan Review. This review is now required as follows: *“Any significant increase or redesign of the FYHA hardscape area and/or any significant reduction or redesign of the FYLA area shall be approved by the Community Development Director or designee through a site plan review* This standard responds to requests to establish a review procedure to implement this ordinance.

RECOMMENDATION:

Staff recommends that the City Council discuss the proposed ordinance amendment and options for regulations regarding front yard landscaping and permeable surfaces, then establish some preferred policy directions. Direct staff to prepare and present an ordinance in accordance with those policy directions to Planning and Environmental Commission for review. The Planning and Environment Commission shall conduct a hearing on the ordinance, as it is a land use regulation and then provide a recommendation to the City Council regarding the proposed ordinance.



Abel Avalos
Director of Community Development



Thaddeus McCormack
City Manager

DIVIDER SHEET

COUNCIL AGENDA

October 13, 2020

TO: The Honorable Mayor and City Council

SUBJECT: Consideration of Interim Caretaker for Lakewood Equestrian Center

INTRODUCTION

Since 1987, Sandie Mercer Ranch, Inc. has coordinated equestrian activities and boarding facilities for horses at the Lakewood Equestrian Center (LEC). The family-run business is currently under a lease agreement with the City through October 31, 2020. With the lease agreement scheduled to expire, staff developed a process of securing an interim caretaker to manage the property and its activities until a long-term concessionaire could be secured.

STATEMENT OF FACTS

Interim Caretaker Management Contract

Stephanie Field and Sonya Jahn, current stakeholders at the LEC, have expressed an interest to temporarily manage and maintain the equestrian center. Staff has confirmed that they have the qualifications including the experience and credentials to manage, operate and maintain existing equestrian activities at the LEC.

City staff have been in discussions with Ms. Field and Ms. Jahn to define the terms of a Caretaker Management Contract. In negotiations, Ms. Jahn notified staff that she alone would be named on the Limited Liability Company (LLC). With Ms. Jahn in the leadership seat, it has been mutually agreed upon that the term length would be one year, beginning November 1, 2020 and ending October 31, 2021. The concessionaire's monthly rent paid to the city would be 6% of gross receipts received for the first 6 months of the term and 8% for the last 6 months. Ms. Jahn has also agreed to re-engage on contract extension discussions after 6 months, on or around June 1, 2021.

Due to the short term nature of the contract, the proposed caretaker is not be able to make significant investments needed to manage the facility, mainly the purchase of a tractor and water truck. City staff recommended to the LEC Ad Hoc Committee that the city purchase or lease these pieces of equipment for use by the proposed caretaker. The purchase of a new tractor is estimated at \$50,000 and a used water truck is estimated at \$52,000. The best estimates received to rent both pieces of equipment is \$5,600 per month. If purchased, the used water truck could later be resold, thus recouping some of the city's investment and the tractor could later be reassigned to serve the city's own use.

Activities at the LEC

An equestrian facility has been on the property since 1946 when Glenn Spiller purchased the land and adorned it the Lakewood Stables. Spiller sold the property to Juan de Cordova in January 1976

and the city purchased the property from Juan de Cordova on December 28, 1979 using Land and Water Conservation Funds. Mr. de Cordova managed the LEC for several years following the city's acquisition until the city's lease agreement began with Sandie Mercer Ranch, Inc. in May of 1987.

Though many activities on the property have been closed due to the COVID-19 pandemic, the facility has a long tradition of serving the local equine community along with neighborhood youth groups. The equestrian center's primary functions are boarding and training horses and providing riding lessons.

Presently, the facility boards just over 110 horses. Through Pony Time, a sub-contracted company, the equestrian center also promotes a petting zoo, pony rides, camps, birthday parties and special events for families. Additionally, Shoestring City Ranch, an equine therapy program, helps abandoned horses and introduces youth to the technical and interpersonal skills needed to care for an animal.

Facility Improvements at the LEC

Since 2017, with approved funding, city staff initiated and completed several facility improvements, beginning with the installation of decorative white fencing along Carson Street. An office trailer and restroom trailer were also purchased and installed providing ADA accessibility and parking. In the past year, a motorized entry gate, which is powered by a solar panel, was fabricated and installed, an electrical panel was upgraded, and contracted services provided tree maintenance throughout the entire property. Presently underway is the construction of a new hay barn designed in-house by the city's architect and constructed with labor from the Conservation Corps of Long Beach (CCLB). In the coming months the demolition of several dilapidated and unsafe structures including the old management office, the old hay barn and old restroom building are planned for removal.

LEC Master Plan Process

Reimagining the city-owned property at the LEC requires time to develop a design concept and project schedule, a source of funding, and finally thoughtful consideration as to the types of facility amenities that may be of interest to residents and are appropriately suited for the surrounding neighborhood.

On behalf of the city, CCLB authored a grant application submitted to the Rivers and Mountains Conservancy (RMC) to develop a master plan for the LEC and surrounding open space, inclusive of Rynerson Park, the abutting San Gabriel River trails and the Campfire Demonstration Parcels located north of Carson Street in Long Beach. In February 2020 the RMC Board unanimously approved the allocation of \$342,320 from Proposition 68 funding to develop a master plan for the areas named.

CCLB, the Los Angeles Neighborhood Initiative (LANI) and DakeLuna Consultants who are notably regarded for landscape architecture have been working closely with city staff on the master planning process. The LEC master plan development committee began meeting in March 2020, and is working diligently to have a completed master plan in hand by November 2021. Upon completion, the master plan will provide the city with comprehensive direction and prioritization of facility upgrades as the city and future concessionaire interests continue to upgrade the aging center. Additionally, possession of the master plan bodes well for future applications for grant funding.

Long Term Plan for the Lakewood Equestrian Center

Entering into a short-term caretaker agreement with Ms. Jahn will provide city staff the time needed to complete facility improvements already underway, complete the facility master plan and work toward securing a long-term concessionaire.

Beginning in November 2020, city staff could work with Integrated Consulting Group (ICG) to create a Request for Qualifications and Interest (RQI). The RQI would be marketed on a local, state and national level through equestrian industry magazines and newsletters for at least 180 days allowing potential responders sufficient time to research the facility and determine their interest. This time frame is in congruent with the city's timed progress report with the proposed interim caretaker and provides the city adequate time to explore other options should the RQI not yield the desired results.

From the RQI submissions, ICG and city staff would identify which respondents have the interest, qualifications and financial capacity that match the city's long-term vision for the LEC. Only those qualified respondents would be invited to submit a formal proposal to the city whereby they would provide a recommendation of term length and rent along with a capital improvement plan.

The goal of the proposed plan is to secure a long-term concessionaire for the LEC and bring them onboard as early as November 2021.

SUMMARY

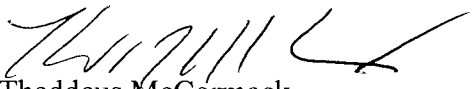
Over the past year, the city has made significant improvements to the equestrian center and has worked with an organized group of equestrian center users to make additional improvements. With the involvement of the Master Plan Development Committee, the Council Ad Hoc Committee, along with city staff and the new concessionaire, the completed master plan and implementation should provide the city with a facility the community will be proud of that is financially sustainable. . As the current concessionaire's lease agreement comes to an end, securing an interim caretaker will ensure uninterrupted facility operations and maintenance, which includes the care of over 100 horses and recreation opportunities for equestrians.

RECOMMENDATION

Staff recommends that the City Council:

1. Authorize the Mayor and the City Clerk to execute the City of Lakewood Interim Caretaker Management Contract for Lakewood Equestrian Center subject to approval of the City Attorney as to the form.
2. Appropriate funds, not to exceed \$110,000, for the purchase of a used water truck, a tractor and two tractor implements.
3. Provide staff direction in securing a long-term concessionaire to manage facility operations and maintenance and fund capital improvements at the Lakewood Equestrian Center beginning November 2021.

Valarie Frost, Director 
Recreation and Community Services


Thaddeus McCormack
City Manager

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

October 13, 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			
Elizabeth Moreno	Senior Account Clerk	10A	09/01/2020
Anthony Pacileo	Park Maintenance Worker	10A	09/20/2020
B. Changes			
Jesus Barrios	Park Maintenance Worker Senior Park Maintenance Worker	10A to 13A	08/09/2020
Michael Santillan	Water Distribution Supervisor Water Field Operations Manager	28B to 32B	09/20/2020
C. Separations			
None			
2. PART-TIME EMPLOYEES			
A. Appointments			
Destiny Smith	Community Services Leader IV	B	09/13/2020
B. Changes			
Daniel Mota	Recreation Leader II Service Request Representative I	A to B	09/28/2020
Jordan Granados	Maintenance Trainee I Maintenance Trainee II	B to B	08/23/2020
Matthew Wells	Maintenance Trainee I Maintenance Trainee II	B to B	09/20/2020

C. Separations

Donavan Morgan

Maintenance Trainee II

B

09/16/2020

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

Thaddeus McCormack
City Manager

DIVIDER SHEET

**CITY OF LAKEWOOD
FUND SUMMARY 9/24/2020**

In accordance with section 2521 of the Lakewood Municipal Code there is presented herewith a summary of obligations to be paid by voucher 99439 through 99535. Each of the following demands has been audited by the Director of Administrative Services and approved by the City Manager.

1010	GENERAL FUND	104,850.27
1020	CABLE TV	827.88
1030	CDBG CURRENT YEAR	1,500.00
1035	CASP CERTIFICATION & TRNG FUND	12.00
1050	COMMUNITY FACILITY	1,730.03
1622	LA CNTY MEASURE M	1,977.36
3070	PROPOSITION "C"	108.53
5010	GRAPHICS AND COPY CENTER	118.17
5020	CENTRAL STORES	3,141.32
5030	FLEET MAINTENANCE	7,353.89
7500	WATER UTILITY FUND	55,158.83
8020	LOCAL REHAB LOAN	9,885.00
8030	TRUST DEPOSIT	300.00
		<hr/>
		186,963.28

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
99439	09/24/2020	4113	SHAKER NERMINE	1,925.00	0.00	1,925.00
99440	09/24/2020	2701	AIRE RITE A/C & REFRIGERATION INC	6,570.98	0.00	6,570.98
99441	09/24/2020	4551	ACCOUNTING PRINCIPALS. INC	2,031.65	0.00	2,031.65
99442	09/24/2020	1700	ALLIED REFRIGERATION INC	31.07	0.00	31.07
99443	09/24/2020	443	B&M LAWN AND GARDEN INC	307.12	0.00	307.12
99444	09/24/2020	4800	BISHOP COMPANY	101.69	0.00	101.69
99445	09/24/2020	4973	BOWMAN. RYAN	493.04	0.00	493.04
99446	09/24/2020	66457	BRENNTAG PACIFIC INC	2,204.77	0.00	2,204.77
99447	09/24/2020	307	CALIF. STATE DISBURSEMENT UNIT	405.80	0.00	405.80
99448	09/24/2020	5382	CANNON CORPORATION	31,418.64	0.00	31,418.64
99449	09/24/2020	45894	CINTAS CORPORATION	60.94	0.00	60.94
99450	09/24/2020	57070	CITY LIGHT & POWER LKWD INC	3,095.64	0.00	3,095.64
99451	09/24/2020	5008	COLOR CARD ADMINISTRATOR CORP.	31.10	0.00	31.10
99452	09/24/2020	53451	COMMUNITY FAMILY GUIDANCE CTR	750.00	0.00	750.00
99453	09/24/2020	4776	CORELOGIC. INC.	16.50	0.00	16.50
99454	09/24/2020	59607	DANGELO COMPANY	979.57	0.00	979.57
99455	09/24/2020	4043	DIAMOND ENVIRONMENTAL SERVICES LP	1,864.33	0.00	1,864.33
99456	09/24/2020	27200	DICKSON R F CO INC	3,255.00	0.00	3,255.00
99457	09/24/2020	4435	ELLIOTT AUTO SUPPLY COMPANY INC	331.61	0.00	331.61
99458	09/24/2020	34845	GLASBY MAINTENANCE SUPPLY CO	151.81	0.00	151.81
99459	09/24/2020	33150	GRAINGER W W INC	182.00	0.00	182.00
99460	09/24/2020	5272	GREENE BACKFLOW	1,520.00	0.00	1,520.00
99461	09/24/2020	4886	GROH. MARK LEE	360.00	0.00	360.00
99462	09/24/2020	58838	HANSON AGGREGATES LLC	175.00	0.00	175.00
99463	09/24/2020	65575	HAP'S AUTO PARTS	6.59	0.00	6.59
99464	09/24/2020	35477	HARA M LAWNMOWER CENTER	431.49	0.00	431.49
99465	09/24/2020	49031	HDL COREN & CONE	6,383.63	0.00	6,383.63
99466	09/24/2020	34354	HI-WAY SAFETY RENTALS INC	1,601.66	0.00	1,601.66
99467	09/24/2020	4880	HODGE PRODUCTS INC.	395.22	0.00	395.22
99468	09/24/2020	41897	HOSE-MAN THE	86.26	0.00	86.26
99469	09/24/2020	4622	JHM SUPPLY INC	2,085.81	0.00	2,085.81
99470	09/24/2020	4180	JONES RICHARD D. A PROF LAW CORP	2,227.50	0.00	2,227.50
99471	09/24/2020	4180	JONES RICHARD D. A PROF LAW CORP	16,750.00	0.00	16,750.00
99472	09/24/2020	18300	LAKEWOOD CHAMBER OF COMMERCE	1,833.33	0.00	1,833.33
99473	09/24/2020	55469	LAKEWOOD CITY EMPLOYEE ASSOCIATION	1,940.00	0.00	1,940.00
99474	09/24/2020	18550	LAKEWOOD. CITY OF	300.00	0.00	300.00
99475	09/24/2020	21600	LOS ANGELES CO SHERIFFS DEPT	14,527.78	0.00	14,527.78
99476	09/24/2020	4409	MALLORY SAFETY AND SUPPLY LLC	112.81	0.00	112.81
99477	09/24/2020	23130	MC MASTER-CARR SUPPLY CO	280.32	0.00	280.32
99478	09/24/2020	332	MERRIMAC PETROLEUM INC	3,767.28	0.00	3,767.28
99479	09/24/2020	5153	MIDWEST MOTOR SUPPLY CO. INC.	748.49	0.00	748.49
99480	09/24/2020	615	MUNI SERVICES LLC	3,243.79	0.00	3,243.79
99481	09/24/2020	55607	MYRON CORP	349.00	0.00	349.00
99482	09/24/2020	5295	NOBEL SYSTEMS. INC.	2,500.00	0.00	2,500.00

CITY OF LAKEWOOD

SUMMARY CHECK REGISTER

CHECK #	CHECK DATE	VEND #	VENDOR NAME	GROSS	DISC.	CHECK AMOUNT
99483	09/24/2020	4443	O'REILLY AUTOMOTIVE STORES INC	621.70	0.00	621.70
99484	09/24/2020	47554	OFFICE DEPOT BUSINESS SVCS	587.52	0.00	587.52
99485	09/24/2020	5136	OPUS INSPECTION. INC.	153.02	0.00	153.02
99486	09/24/2020	65659	PHASE II SYSTEMS INC	2,876.75	0.00	2,876.75
99487	09/24/2020	50512	PATHWAYS VOLUNTEER HOSPICE	750.00	0.00	750.00
99488	09/24/2020	5360	PAYMENTUS CORPORATION	6,698.02	0.00	6,698.02
99489	09/24/2020	3888	UAG CERRITOS I. LLC	276.44	0.00	276.44
99490	09/24/2020	51171	PERS LONG TERM CARE PROGRAM	70.64	0.00	70.64
99491	09/24/2020	1615	PFM ASSET MANAGEMENT LLC	3,211.59	0.00	3,211.59
99492	09/24/2020	39640	RAYVERN LIGHTING SUPPLY CO INC	75.95	0.00	75.95
99493	09/24/2020	5387	RELIABLE TRANSLATIONS INC.	2,332.26	0.00	2,332.26
99494	09/24/2020	4309	SAFESHRED	25.00	0.00	25.00
99495	09/24/2020	47141	STEARNS CONRAD & SCHMIDT CONSLT ENG	1,913.00	0.00	1,913.00
99496	09/24/2020	5197	SIGNAL HILL AUTO ENTERPRISES INC.	429.98	0.00	429.98
99497	09/24/2020	5230	SITEONE LANDSCAPE SUPPLY. LLC	1,018.88	0.00	1,018.88
99498	09/24/2020	26900	SO CALIF SECURITY CENTERS INC	251.58	0.00	251.58
99499	09/24/2020	4026	SPASEFF TED C	275.00	0.00	275.00
99500	09/24/2020	4368	SPECIALTY TIRES LLC	407.88	0.00	407.88
99501	09/24/2020	49529	SPICERS PAPER INC	118.17	0.00	118.17
99502	09/24/2020	4212	SYN-TECH SYSTEMS INC	348.52	0.00	348.52
99503	09/24/2020	5278	THE TECHNOLOGY DEPOT	1,802.49	0.00	1,802.49
99504	09/24/2020	60685	TURF STAR	628.78	0.00	628.78
99505	09/24/2020	1437	U S BANK NATIONAL ASSOCIATION	2,576.87	0.00	2,576.87
99506	09/24/2020	1437	U S BANK NATIONAL ASSOCIATION	18,933.73	0.00	18,933.73
99507	09/24/2020	64024	U S POSTAL SERVICE	8,877.24	0.00	8,877.24
99508	09/24/2020	5284	UNIFIRST CORPORATION	45.88	0.00	45.88
99509	09/24/2020	4840	VERITIV OPERATING COMPANY	339.58	0.00	339.58
99510	09/24/2020	3943	WATERLINE TECHNOLOGIES INC	937.50	0.00	937.50
99511	09/24/2020	17640	WAXIE ENTERPRISES INC	69.95	0.00	69.95
99512	09/24/2020	37745	WESTERN EXTERMINATOR CO	111.00	0.00	111.00
99513	09/24/2020	3699	AGUIAR. REBECCA	401.41	0.00	401.41
99514	09/24/2020	3699	ALVARADO. A M	6.36	0.00	6.36
99515	09/24/2020	3699	ARAMEXX CONSTRUCTION & LANDSCAPE SPECIA	276.50	0.00	276.50
99516	09/24/2020	3699	ARIAS. ASHLEY ELIZABETH	61.00	0.00	61.00
99517	09/24/2020	3699	CANNON. RONNIE ARTIS	61.00	0.00	61.00
99518	09/24/2020	3699	CARBALLO. DOMINNIK	20.50	0.00	20.50
99519	09/24/2020	3699	CHEUNG. VERA	61.00	0.00	61.00
99520	09/24/2020	3699	CLAUSEN. STEVEN	64.95	0.00	64.95
99521	09/24/2020	3699	CORTES. NOEMI	21.95	0.00	21.95
99522	09/24/2020	3699	DANIEL F. HALLAHAN	9,885.00	0.00	9,885.00
99523	09/24/2020	3699	DAYRIT & HARRIS	6.11	0.00	6.11
99524	09/24/2020	3699	DEGROOT. LUCAS	13.40	0.00	13.40
99525	09/24/2020	3699	FERNANDEZ. VIRGINIA AND/OR MORA. LOUIS	128.88	0.00	128.88
99526	09/24/2020	3699	FUENTES PEREZ. MARTH YVETTE	61.00	0.00	61.00

CITY OF LAKEWOOD

SUMMARY CHECK REGISTER

CHECK #	CHECK DATE	VEND #	VENDOR NAME	GROSS	DISC.	CHECK AMOUNT
99527	09/24/2020	3699	GIUZMAN. BOBBI L.	80.50	0.00	80.50
99528	09/24/2020	3699	HENRICHSEN. PAULINE AND/OR CONCEPCION. MIC	44.32	0.00	44.32
99529	09/24/2020	3699	PALACIOS. ROCIO	94.00	0.00	94.00
99530	09/24/2020	3699	PEDERSEN. CAROL	50.83	0.00	50.83
99531	09/24/2020	3699	RASTACLAT. LLC	220.00	0.00	220.00
99532	09/24/2020	3699	SCHRYN. SPENCER	61.00	0.00	61.00
99533	09/24/2020	3699	SCHRYN. SPENCER	61.00	0.00	61.00
99534	09/24/2020	3699	SCHWENDENER. ALAN	63.43	0.00	63.43
99535	09/24/2020	3699	WILSON. LLOYD	620.00	0.00	620.00
Totals:				<u>186,963.28</u>	<u>0.00</u>	<u>186,963.28</u>

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

ACH date	Amount	Recipient	Purpose	Period
9/9/20	101,662.91	CalPERS	PERS Health	Sep 2020
9/9/20	101,417.43	CalPERS	PERS contribution	Aug 9-22, 2020
9/9/20	97,020.36	IRS via F&M	Fed taxes	Aug 23-Sep 5, 2020
9/10/20	3,888.50	F&A Fed C/U	employee savings account	Aug 23-Sep 5, 2020
9/10/20	6,422.00	Southland C/U	employee savings account	Aug 23-Sep 5, 2020
9/10/20	26,902.41	EDD	State taxes	Aug 23-Sep 5, 2020
9/11/20	1,783.23	MidAmerica	ARS aka APPLE	Aug 23-Sep 5, 2020
9/11/20	14,815.70	VOYA	VOYA 401(a)	Aug 23-Sep 5, 2020
9/11/20	5,406.73	PARS via U.S. Bank	stackable plan	Aug 23-Sep 5, 2020
9/11/20	3,425.00	PARS via U.S. Bank	excess stackable plan	Aug 23-Sep 5, 2020
9/11/20	24,412.70	VOYA	VOYA 457 & ROTH	Aug 23-Sep 5, 2020
9/16/20	74,539.03	MidAmerica	HRA aka CEMRB	Apr-Jun 2020
9/23/20	100,559.69	CalPERS	PERS contribution	Aug 23-Sep 5, 2020
9/23/20	96,700.27	IRS via F&M	Fed taxes	Sep 6-19, 2020
9/24/20	3,888.50	F&A Fed C/U	employee savings account	Sep 6-19, 2020
9/24/20	6,422.00	Southland C/U	employee savings account	Sep 6-19, 2020
9/24/20	27,058.51	EDD	State taxes	Sep 6-19, 2020
9/25/20	59,984.26	City Light & Power	monthly maint fee	Sep 2020
9/29/20	1.84	IRS via F&M	Fed taxes- special warrant	Sep 6-19, 2020
9/29/20	1,914.49	MidAmerica	ARS aka APPLE	Sep 6-19, 2020
9/29/20	20,178.22	VOYA	VOYA 401(a)	Sep 6-19, 2020
9/29/20	9,144.85	PARS via U.S. Bank	stackable plan	Sep 6-19, 2020
9/29/20	24,112.70	VOYA	VOYA 457 & ROTH	Sep 6-19, 2020

Council Approval

Date

City Manager

Attest:

City Clerk

Director of Finance & Administrative Services

**CITY OF LAKEWOOD
FUND SUMMARY 10/01/2020**

In accordance with section 2521 of the Lakewood Municipal Code there is presented herewith a summary of obligations to be paid by voucher 99536 through 99608. Each of the following demands has been audited by the Director of Administrative Services and approved by the City Manager.

1010	GENERAL FUND	1,364,370.59
1020	CABLE TV	414.97
1050	COMMUNITY FACILITY	819.35
1336	STATE COPS GRANT	27,896.58
1600	LITTER REDUCTION GRANT	115.00
1630	USED OIL GRANT	345.00
3000	AIR QUALITY IMPROVEMENT	33,016.50
3001	CAPITAL IMPROV PROJECT FUND	14,291.25
3070	PROPOSITION "C"	119.98
5010	GRAPHICS AND COPY CENTER	2,180.22
5020	CENTRAL STORES	2,679.70
5030	FLEET MAINTENANCE	19,155.26
7500	WATER UTILITY FUND	271,674.74
8030	TRUST DEPOSIT	300.00
		<hr/>
		1,737,379.14

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
99536	10/01/2020	4551	ACCOUNTING PRINCIPALS. INC	3,049.26	0.00	3,049.26
99537	10/01/2020	5391	BAILEY. ERIC	5,900.00	0.00	5,900.00
99538	10/01/2020	59969	BAKERSFIELD WELL & PUMP CO	57,385.97	0.00	57,385.97
99539	10/01/2020	39123	BACKFLOW APPARATUS & VALUE COMPANY	303.85	0.00	303.85
99540	10/01/2020	315	CALIF PUBLIC PARKING ASSOCIATION	90.00	0.00	90.00
99541	10/01/2020	5382	CANNON CORPORATION	3,974.61	0.00	3,974.61
99542	10/01/2020	7500	CENTRAL BASIN MUNICIPAL WATER	1,755.00	0.00	1,755.00
99543	10/01/2020	43135	CERRITOS. CITY OF	165,506.30	0.00	165,506.30
99544	10/01/2020	45894	CINTAS CORPORATION	70.44	0.00	70.44
99545	10/01/2020	5008	COLOR CARD ADMINISTRATOR CORP.	37.54	0.00	37.54
99546	10/01/2020	4975	AIRLINE MEDIA PRODUCTIONS. INC.	450.00	0.00	450.00
99547	10/01/2020	4361	CN SCHOOL AND OFFICE SOLUTIONS INC	438.89	0.00	438.89
99548	10/01/2020	4680	DIAZ. ISABELLE	342.33	0.00	342.33
99549	10/01/2020	3213	DIRECTV INC	39.25	0.00	39.25
99550	10/01/2020	60797	DUTHIE POWER SERVICES INC	731.19	0.00	731.19
99551	10/01/2020	4435	ELLIOTT AUTO SUPPLY COMPANY INC	427.72	0.00	427.72
99552	10/01/2020	5225	FAIRWAY FORD SALES. INC.	33,016.50	0.00	33,016.50
99553	10/01/2020	5159	FONG. ALEX	950.00	0.00	950.00
99554	10/01/2020	5182	FRED ALLEN ENTERPRISES. INC.	146.95	0.00	146.95
99555	10/01/2020	4884	FRONTIER CALIFORNIA INC.	2,841.69	0.00	2,841.69
99556	10/01/2020	34788	GEORGE CHEVROLET	676.48	0.00	676.48
99557	10/01/2020	34845	GLASBY MAINTENANCE SUPPLY CO	151.81	0.00	151.81
99558	10/01/2020	52540	GONSALVES JOE A & SON	4,526.00	0.00	4,526.00
99559	10/01/2020	33150	GRAINGER W W INC	30.74	0.00	30.74
99560	10/01/2020	35477	HARA M LAWNMOWER CENTER	151.11	0.00	151.11
99561	10/01/2020	49031	HDL COREN & CONE	745.00	0.00	745.00
99562	10/01/2020	41897	HOSE-MAN THE	53.50	0.00	53.50
99563	10/01/2020	4622	JHM SUPPLY INC	123.09	0.00	123.09
99564	10/01/2020	4180	JONES RICHARD D. A PROF LAW CORP	3,253.50	0.00	3,253.50
99565	10/01/2020	69	LAKEWOOD PROJECT SHEPHERD	100,000.00	0.00	100,000.00
99566	10/01/2020	18550	LAKEWOOD. CITY OF	200.00	0.00	200.00
99567	10/01/2020	18400	LAKEWOOD. CITY WATER DEPT	188,866.19	0.00	188,866.19
99568	10/01/2020	20300	LONG BEACH CITY GAS & WATER DEPT	1,139.97	0.00	1,139.97
99569	10/01/2020	21600	LOS ANGELES CO SHERIFFS DEPT	992,529.34	0.00	992,529.34
99570	10/01/2020	57391	MINI COACH INC	588.39	0.00	588.39
99571	10/01/2020	5033	NICHOLLS CONSULTING. INC.	736.00	0.00	736.00
99572	10/01/2020	5134	NORRIS. RICHARD	2,632.50	0.00	2,632.50
99573	10/01/2020	4443	O'REILLY AUTOMOTIVE STORES INC	1,528.89	0.00	1,528.89
99574	10/01/2020	47554	OFFICE DEPOT BUSINESS SVCS	127.97	0.00	127.97
99575	10/01/2020	5136	OPUS INSPECTION. INC.	1,405.69	0.00	1,405.69
99576	10/01/2020	4760	PUN GROUP. THE LLP	20,000.00	0.00	20,000.00
99577	10/01/2020	47285	ROTARY CORP	641.91	0.00	641.91
99578	10/01/2020	3153	SECTRAN SECURITY INC	154.10	0.00	154.10
99579	10/01/2020	47359	SIERRA DISPLAY INC	14.79	0.00	14.79

CITY OF LAKEWOOD SUMMARY CHECK REGISTER

CHECK #	CHECK DATE	VEND #	VENDOR NAME	GROSS	DISC.	CHECK AMOUNT
99580	10/01/2020	5197	SIGNAL HILL AUTO ENTERPRISES INC.	647.32	0.00	647.32
99581	10/01/2020	62286	J R SIMPLOT COMPANY	908.86	0.00	908.86
99582	10/01/2020	5135	SOLID SURFACE CARE. INC.	2,033.75	0.00	2,033.75
99583	10/01/2020	29400	SOUTHERN CALIFORNIA EDISON CO	37,412.09	0.00	37,412.09
99584	10/01/2020	4368	SPECIALTY TIRES LLC	81.80	0.00	81.80
99585	10/01/2020	4201	AUDIO MESSAGING SOLUTIONS LLC	278.64	0.00	278.64
99586	10/01/2020	4972	CHARTER COMMUNICATIONS HOLDINGS. LLC	4,398.05	0.00	4,398.05
99587	10/01/2020	2559	STANLEY CONVERGENT SECURITY	28,821.69	0.00	28,821.69
99588	10/01/2020	44104	STATE WATER RESOURCES CONTROL BOARD	120.00	0.00	120.00
99589	10/01/2020	5180	SUPERCO SPECIALTY PRODUCTS	177.94	0.00	177.94
99590	10/01/2020	5278	THE TECHNOLOGY DEPOT	5,775.99	0.00	5,775.99
99591	10/01/2020	5305	TRUMAN ARNOLD COMPANIES	13,434.17	0.00	13,434.17
99592	10/01/2020	60685	TURF STAR	68.02	0.00	68.02
99593	10/01/2020	49848	USA BLUE BOOK A DIVISION OF	929.45	0.00	929.45
99594	10/01/2020	5395	USPS-POC	25,000.00	0.00	25,000.00
99595	10/01/2020	390	WALLACE LABORATORIES. LLC	85.00	0.00	85.00
99596	10/01/2020	3943	WATERLINE TECHNOLOGIES INC	914.65	0.00	914.65
99597	10/01/2020	17640	WAXIE ENTERPRISES INC	575.58	0.00	575.58
99598	10/01/2020	50058	WHITE HOUSE FLORIST INC	100.00	0.00	100.00
99599	10/01/2020	35146	WILLDAN ASSOCIATES	14,291.25	0.00	14,291.25
99600	10/01/2020	4837	XEROX CORPORATION	2,165.43	0.00	2,165.43
99601	10/01/2020	3699	COX. TINA	15.00	0.00	15.00
99602	10/01/2020	3699	EDWARDS. BRONWEN	540.00	0.00	540.00
99603	10/01/2020	3699	HASH. ROBERT	100.00	0.00	100.00
99604	10/01/2020	3699	KAEMERLE. BRENNNA	10.00	0.00	10.00
99605	10/01/2020	3699	MURPHY-PIGHIN. CHRISTINA	70.00	0.00	70.00
99606	10/01/2020	3699	NOLAN. JENNIFER	75.00	0.00	75.00
99607	10/01/2020	3699	RODGERS. MONIOUE	605.00	0.00	605.00
99608	10/01/2020	3699	WILSON. DANIEL	10.00	0.00	10.00
Totals:				<u>1,737,379.14</u>	<u>0.00</u>	<u>1,737,379.14</u>

**CITY OF LAKEWOOD
FUND SUMMARY 10/8/2020**

In accordance with section 2521 of the Lakewood Municipal Code there is presented herewith a summary of obligations to be paid by voucher 99609 through 99692. Each of the following demands has been audited by the Director of Administrative Services and approved by the City Manager.

1010	GENERAL FUND	738,351.14
1020	CABLE TV	8,488.76
1030	CDBG CURRENT YEAR	3,224.58
1050	COMMUNITY FACILITY	1,776.87
1610	TDA ARTICLE-3 (SB821)	61,711.00
1621	LA CNTY MEASURE R	112,558.78
3001	CAPITAL IMPROV PROJECT FUND	36,798.00
3070	PROPOSITION "C"	280.54
5020	CENTRAL STORES	424.38
5030	FLEET MAINTENANCE	3,082.82
7500	WATER UTILITY FUND	14,186.54
8020	LOCAL REHAB LOAN	7,996.00
8030	TRUST DEPOSIT	3,117.84
		<hr/>
		991,997.25

Council Approval

Date

City Manager

Attest

City Clerk

Director of Administrative Services

CITY OF LAKEWOOD

SUMMARY CHECK REGISTER

CHECK #	CHECK DATE	VEND #	VENDOR NAME	GROSS	DISC.	CHECK AMOUNT
99609	10/08/2020	61307	PERRIS FENCE & SUPPLY	39.60	0.00	39.60
99610	10/08/2020	61142	ADAMS-HILLERY SHARRON	3,224.58	0.00	3,224.58
99611	10/08/2020	2701	AIRE RITE A/C & REFRIGERATION INC	23,187.22	0.00	23,187.22
99612	10/08/2020	4551	ACCOUNTING PRINCIPALS. INC	3,257.07	0.00	3,257.07
99613	10/08/2020	1700	ALLIED REFRIGERATION INC	149.70	0.00	149.70
99614	10/08/2020	4126	AUTOZONE PARTS INC	10.23	0.00	10.23
99615	10/08/2020	1813	BIOMETRICS4ALL INC	5.25	0.00	5.25
99616	10/08/2020	4800	BISHOP COMPANY	63.56	0.00	63.56
99617	10/08/2020	1935	BREA. CITY OF	41,613.75	0.00	41,613.75
99618	10/08/2020	1025	C A C E 0	500.00	0.00	500.00
99619	10/08/2020	307	CALIF. STATE DISBURSEMENT UNIT	405.80	0.00	405.80
99620	10/08/2020	45894	CINTAS CORPORATION	60.94	0.00	60.94
99621	10/08/2020	64932	CJ CONCRETE CONSTRUCTION INC	174,269.78	0.00	174,269.78
99622	10/08/2020	5214	CLEANCOR HOLDINGS LLC DBA CLEANCOR LNG L	930.00	0.00	930.00
99623	10/08/2020	5368	CAMERON WELDING SUPPLY	305.38	0.00	305.38
99624	10/08/2020	4498	DELTA DENTAL INSURANCE COMPANY	1,015.80	0.00	1,015.80
99625	10/08/2020	56889	DELTA DENTAL OF CALIFORNIA	7,642.93	0.00	7,642.93
99626	10/08/2020	27200	DICKSON R F CO INC	45,836.43	0.00	45,836.43
99627	10/08/2020	5229	DUNRITE PEST CONTROL INC.	260.00	0.00	260.00
99628	10/08/2020	4435	ELLIOTT AUTO SUPPLY COMPANY INC	337.48	0.00	337.48
99629	10/08/2020	3946	FERGUSON ENTERPRISES INC	999.95	0.00	999.95
99630	10/08/2020	66217	MAGNASYNC-MOVIOLA CORP	55.76	0.00	55.76
99631	10/08/2020	63519	FLUE STEAM INC	303.47	0.00	303.47
99632	10/08/2020	5343	GALLS PARENT HOLDINGS. LLC	2,554.28	0.00	2,554.28
99633	10/08/2020	59433	GANAHL LUMBER COMPANY	1,580.09	0.00	1,580.09
99634	10/08/2020	65779	GOLDEN STATE WATER COMPANY	28,900.99	0.00	28,900.99
99635	10/08/2020	5257	GRANITE TELECOMMUNICATIONS. LLC	85.08	0.00	85.08
99636	10/08/2020	35477	HARA M LAWNMOWER CENTER	665.48	0.00	665.48
99637	10/08/2020	49031	HDL COREN & CONE	58.02	0.00	58.02
99638	10/08/2020	49520	HINDERLITER DE LLAMAS & ASSOC	6,325.61	0.00	6,325.61
99639	10/08/2020	42031	HOME DEPOT	68.74	0.00	68.74
99640	10/08/2020	42031	HOME DEPOT	7,386.35	0.00	7,386.35
99641	10/08/2020	4622	JHM SUPPLY INC	322.56	0.00	322.56
99642	10/08/2020	59873	JJS PALOMO'S STEEL INC	81.70	0.00	81.70
99643	10/08/2020	42359	JOHNSTONE SUPPLY INC	1,443.27	0.00	1,443.27
99644	10/08/2020	4699	KEY CODE MEDIA. INC.	8,433.00	0.00	8,433.00
99645	10/08/2020	69	LAKEWOOD PROJECT SHEPHERD	52.00	0.00	52.00
99646	10/08/2020	18550	LAKEWOOD. CITY OF	200.00	0.00	200.00
99647	10/08/2020	44733	LIEBERT CASSIDY WHITMORE	228.00	0.00	228.00
99648	10/08/2020	19710	LINCOLN EQUIPMENT INC	159.84	0.00	159.84
99649	10/08/2020	3564	LONG BEACH. CITY OF	1,149.00	0.00	1,149.00
99650	10/08/2020	36844	LA COUNTY DEPT OF PUBLIC WORKS	4,431.54	0.00	4,431.54
99651	10/08/2020	59113	MACRO AUTOMATICS	8,869.50	0.00	8,869.50
99652	10/08/2020	58414	MANAGED HEALTH NETWORK	344.85	0.00	344.85

CITY OF LAKEWOOD

SUMMARY CHECK REGISTER

CHECK #	CHECK DATE	VEND #	VENDOR NAME	GROSS	DISC.	CHECK AMOUNT
99653	10/08/2020	600	MEZA. ALEJANDRO	90.00	0.00	90.00
99654	10/08/2020	4190	NATIONAL UNION FIRE INSURANCE CO	527.38	0.00	527.38
99655	10/08/2020	4443	O'REILLY AUTOMOTIVE STORES INC	731.82	0.00	731.82
99656	10/08/2020	47554	OFFICE DEPOT BUSINESS SVCS	57.13	0.00	57.13
99657	10/08/2020	4909	ORANGE CO CIRCUIT BREAKERS. INC.	80.81	0.00	80.81
99658	10/08/2020	5394	MAJEWSKY. KARLA	200.00	0.00	200.00
99659	10/08/2020	51171	PERS LONG TERM CARE PROGRAM	70.64	0.00	70.64
99660	10/08/2020	4956	ROSS AVIATION INVESTMENT. LLC	3,827.16	0.00	3,827.16
99661	10/08/2020	65297	S.T.E.A.M.	238,487.93	0.00	238,487.93
99662	10/08/2020	5036	SFG RETIREMENT PLAN CONSULTING LLC	2,400.00	0.00	2,400.00
99663	10/08/2020	5197	SIGNAL HILL AUTO ENTERPRISES INC.	284.70	0.00	284.70
99664	10/08/2020	5230	SITEONE LANDSCAPE SUPPLY. LLC	1,169.09	0.00	1,169.09
99665	10/08/2020	26900	SO CALIF SECURITY CENTERS INC	267.19	0.00	267.19
99666	10/08/2020	47054	SOUTHEAST AREA ANIMAL CONTROL AUTH	250,875.00	0.00	250,875.00
99667	10/08/2020	29400	SOUTHERN CALIFORNIA EDISON CO	22,679.53	0.00	22,679.53
99668	10/08/2020	37930	STANDARD INSURANCE CO UNIT 22	2,108.65	0.00	2,108.65
99669	10/08/2020	37930	STANDARD INSURANCE CO UNIT 22	8,863.10	0.00	8,863.10
99670	10/08/2020	55947	STOVER SEED COMPANY	1,691.77	0.00	1,691.77
99671	10/08/2020	1676	U S TELEPACIFIC CORP	1,054.45	0.00	1,054.45
99672	10/08/2020	4873	TRANSAMERICA LIFE INSURANCE COMPANY	1,771.79	0.00	1,771.79
99673	10/08/2020	60685	TURF STAR	11,559.61	0.00	11,559.61
99674	10/08/2020	35089	UNDERGROUND SERVICE ALERT	150.25	0.00	150.25
99675	10/08/2020	5284	UNIFIRST CORPORATION	45.00	0.00	45.00
99676	10/08/2020	49848	USA BLUE BOOK A DIVISION OF	229.22	0.00	229.22
99677	10/08/2020	57135	VISION SERVICE PLAN	4,225.36	0.00	4,225.36
99678	10/08/2020	33200	WALTERS WHOLESALE ELECTRIC CO	839.46	0.00	839.46
99679	10/08/2020	3943	WATERLINE TECHNOLOGIES INC	4,483.19	0.00	4,483.19
99680	10/08/2020	17640	WAXIE ENTERPRISES INC	80.66	0.00	80.66
99681	10/08/2020	40925	WEST COAST ARBORISTS INC	344.00	0.00	344.00
99682	10/08/2020	2279	AMERICAN PACIFIC PRINTERS COLLEGES	3,773.00	0.00	3,773.00
99683	10/08/2020	35146	WILLDAN ASSOCIATES	39,698.50	0.00	39,698.50
99684	10/08/2020	3699	BROTHERS HOME IMPROVEMENT	7,996.00	0.00	7,996.00
99685	10/08/2020	3699	CHILELLI. JAN	220.00	0.00	220.00
99686	10/08/2020	3699	JARAMILLO. RICHARD	70.00	0.00	70.00
99687	10/08/2020	3699	KILDOO. CHRISTOPHER	52.00	0.00	52.00
99688	10/08/2020	3699	MARIO CASTILLO ELECTRIC INC	178.96	0.00	178.96
99689	10/08/2020	3699	MILNER. L A	61.37	0.00	61.37
99690	10/08/2020	3699	OSTGAARD. GORDON	20.11	0.00	20.11
99691	10/08/2020	3699	PARKCREST CONSTRUCTION	2,597.34	0.00	2,597.34
99692	10/08/2020	3699	PARKCREST CONSTRUCTION	320.50	0.00	320.50
Totals:				<u>991,997.25</u>	<u>0.00</u>	<u>991,997.25</u>

DIVIDER SHEET

COUNCIL AGENDA

October 13, 2020

TO: The Honorable Mayor and City Council

SUBJECT: Report of City Council Committees' Activities

INTRODUCTION

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

STATEMENT OF FACT

On September 2, 2020, the Public Safety Committee met and discussed:

Crime Trends and Statistics

LASD personnel reported that overall Part 1 crimes throughout the city were down compared to the same point in time last year, however, grand theft autos (GTAs) were up and deputies made some burglary arrests that they were hopeful would match video and fingerprint evidence for GTAs in the city. Deputies recently made a significant arrest, with the help from the public and social media, of a man that was harassing children near Del Valle Park.

Theft crimes at Lakewood Mall were down over 38% and overall Part 1 crimes were down over 27%, however, LASD personnel attributed this to the interior of the mall remaining closed due to COVID-19.

Abatement Deputy Update

The Abatement Deputy gave a report on homeless matters throughout the city, which included various contacts and offerings of assistance, clean-ups, trimming of vegetation to prevent encampments, Caltrans repairing fencing, City of LA Department of Water and Power replacing broken locks, and Union Pacific Railroad beginning a large clean-up project in the Candlewood Street and Cherry Avenue area.

The Committee requested an update regarding individuals sleeping in their vehicles on the service roads of South Street near Ocana Avenue and LASD personnel reported that no overnight parking signs would be put in the area. The Committee shared their concerns that the individuals might go to other areas of the city, however, they were confident that city staff would stay on top of the matter.

Award of Valor Review

Due to COVID-19 safety regulations, city staff was making modifications to the annual Award of Valor event. The award ceremony would be a festively decorated drive through event behind The Centre for award recipients, with Council Members and key staff in attendance. Award recipients would drive up to the award area where an awaiting Council Member would hand them their award as they remained in their vehicle and were announced over a PA system. One

honoree from each incident would be interviewed by CityTV for the event's video that would be sent to each honoree and made available online in late December.

Staff shared the idea of creating a new award or category similar to a special recognition award or community service award to potentially honor members of the Interfaith Council or residents who participated in the Community Dialogue. The Committee felt that a new award or category could be appropriate for someone or an organization that did good deeds for others or the community at large, so that it could continue to be awarded on into the future after the current Community Dialogues and Interfaith Council work is completed. Staff would continue to discuss the idea of a new category or award and present a recommendation to the Committee at a future meeting.

Staff requested the Committee's input in regards to honoring deputies, city staff, and the volunteers involved in the efforts to protect and clean up Lakewood on and after the May 31 looting with an award to each organization/department. The Committee felt it would be great to honor those who did an incredible job of coming together and protecting the city. The events of that day exemplified that Lakewood was a community that cared about each other and the Committee requested that the events be detailed in the Award of Valor video.

Public Outreach

The Public Information Office was working to highlight new Public Safety staff in the upcoming "Lakewood Living Magazine" and other publications by explaining their job duties and that the positions were possible based on the new city budget and Measure L. Publicity began for National Preparedness Month and would be highlighted on a weekly basis. Illegal dumping continued to be discouraged in publications and various options for discarding items were included in the articles. The upcoming Patriot Day event would focus on honoring military service members and domestic first responders. Two Community Dialogue town hall meetings would occur in late September and an Interfaith Council meeting was scheduled for the upcoming week. The Committee requested that staff clarify to the attendees of the Community Dialogue town halls that only two Council Members would be present in order to comply with the Brown Act, however, every Council Member cared about residents' input and experiences.

Public Safety Department Update

Public Safety Department Staff shared that there would be three new Community Services Officers joining the department with two beginning training later in the month and the other beginning in 6-8 weeks. All new Public Safety staff would be formally introduced to the community at a City Council meeting on an ongoing basis.

Illegal Fireworks – Staff was researching the negative impacts illegal fireworks had on children, veterans, seniors, and pets and instances of financial liability from illegal fireworks damage for the 2021 public education campaign. Staff felt that a regional and statewide approach to combat illegal fireworks could be useful and they shared that a task force in San Bernardino and Rancho Cucamonga focused on interdiction of illegal fireworks coming in from other states and confiscated 40,000 pounds of illegal fireworks.

Council Committees' Activities

October 13, 2020

Page 3

Fumigation Burglaries – After extensive research, staff found that there was minimal existing public education on fumigation burglary prevention and there were no companies that provided fumigation burglary surveillance programs or systems. Public Safety staff created an education program on fumigation burglary prevention which included various literature, articles to be shared on social media, a webpage on the City of Lakewood website, and a CityTV special on fumigation burglary prevention. Staff also presented the option to piecemeal together a program for surveillance during home fumigations which had multiple requirements including hardware with a starting price of no less than \$1,000 per camera. The Committee felt that creating a surveillance program would be cost-prohibitive and requested that the public education program include information about using home security cameras that could alert users of movement in their homes when they were tented for fumigation. The Committee also provided feedback for the draft handouts of the education program noting that they should focus on actions to take to prevent burglaries during fumigation and suggested creating a fumigation safety checklist for residents to follow as they prepared to tent their homes.

Emergency Management – Public Safety staff continued to operate the Emergency Operations Center and participated in weekly COVID-19 briefings to relay new and updated information as necessary. Public Safety and Administrative Services continued their collaborative work on cost recovery efforts through the FEMA Request for Public Assistance Grant.

National Preparedness Month – September was National Preparedness Month and staff would publish weekly activities for families on a variety of topics to raise awareness on the importance of emergency preparedness. City employees would receive weekly challenges to promote emergency preparedness and planning in the workplace.

Public Safety and Emergency Preparedness Expo – This event was rescheduled from June to September in the hopes that public gatherings would be allowed on the later date, however, large public gatherings were still prohibited so staff recommended cancelling the event for this year and planning to have one in 2021.

Crime Prevention Programs – Public Safety staff continued to meet with block captain liaisons and encouraged them to connect with other block captains (BCs) in their reporting districts. The September Neighborhood Watch quarterly seminar was titled “Government 101 – How a City Works” and BCs were able to attend one of two in person sessions. All BCs would receive a link to the recorded presentation. The Neighborhood Watch appreciation picnic would have to become a virtual event this year and a thank you message from the City Council along with a gift card would be emailed to each BC for their great volunteer work this year. Public Safety staff and CityTV would begin producing monthly “Inside Scoop with Public Safety” videos to highlight a public safety element in Lakewood. National Night Out (NNO) was another event that could not be realized due to COVID-19 so staff would do public education so that residents could virtually participate in NNO. The Committee requested that LASD and LAFD have a prominent role, when appropriate, in virtual Public Safety events to strengthen community policing and show the human side behind the badges of deputies and firefighters.

Social Media Monitoring – Staff researched social media monitoring software that could assist in learning of adverse planned activity in the city and found that there were companies that offered “social listening” services. These services allowed the user to search for key words and phrases that could be identified on social media posts of public accounts. The social listening software included a dashboard that displayed the posts with the key information. A few city departments use HootSuite to monitor and post to multiple City of Lakewood social media sites and this platform has the ability for social listening. Public Information and Public Safety staff would work with LASD to identify key words and phrases to search for through HootSuite over the next month in hopes of preventing crime and would report the findings to the Committee at a future meeting.

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

Captain Sprengel reported that there were no current staff shortages at Lakewood Station and that there would be no layoffs for LASD. He stated that budget cuts could impact investigative units for specialized crime and that vacancies at the station were currently frozen, so no new hiring could occur. He shared his concerns that if the Los Angeles County Board of Supervisors voted to cut public safety by 10% across the board, then professional staffing could become an issue, however his staff will continue to deliver quality service to Lakewood residents no matter what happens to the budget. Funding for LASD body cameras was approved and the policy and training was being finalized so that all deployable deputies could be issued a camera. The Captain believed that the cameras would be beneficial to provide additional evidence during critical incidents and/or crime investigations.

Staff explained to the Committee that the League of California Cities Los Angeles Division sent a letter to the Board of Supervisors opposing Measure J, which would realign public safety funding to social service programs. The Committee members, who are also members of the Intergovernmental Relations Committee, were in favor of staff sending a letter to the Board of Supervisors from the city opposing Measure J, however, they requested to see the letter once it was drafted and suggested that staff consider sending a letter signed by the entire Council since it was likely that they unanimously opposed the measure. The Committee also requested that the letter include examples of how decisions to cut public safety funding could negatively impact the public.

Use of Force Policies

Staff reported that Committee Member Wood had reviewed the LASD use of force policy in detail with a deputy from Lakewood Station and that staff was working on attaining use of force data to post with the policy for residents to review. Staff is devising a plan to allow the public to review the use of force policy and make comments and recommendations. The Committee noted that it was important to let the public know that if deputies made the mistake of stepping outside of the use of force policy, then there were serious ramifications. Staff stated that they would work to gather use of force information including data, ratios/comparisons, policy, and training to publish for the public's review and would have more details at the next meeting. Captain Sprengel offered to share with staff a list of FAQs put together by LASD regarding use of force, so it could also be shared with the public.

Public Safety Enhancements

Staff discussed the job duties of the two new full time positions created for Public Safety seeking comments and feedback from the Committee. The Public Safety Supervisor's duties included direct supervision of field staff, staff evaluations, scheduling, training, hiring, and the same field work as Community Services Officers. The Public Safety Program Coordinator's duties included heading up all crime prevention programs and events, recruitment for and promotion of Neighborhood Watch, development of the Business Watch program, and being a familiar face out in the community for Public Safety at various city events. The Committee expressed their support for the new positions because staff assured that they would be essential in allowing the city to become safer and provide great Public Safety services to residents. Staff added that the positions could help strengthen bonds of community, city to resident relations, and community policing. The Committee noted that the positions could be essential in building a stronger relationship with the Los Angeles County Fire Department.

The other significant enhancement for Public Safety were the three new Ford Police Responder vehicles for staff. The Committee previously requested that the vehicles be branded to create a strong identifier for residents when the vehicles were driven throughout the city. Staff presented various options for the vehicle branding which included elements of the city logo, "Public Safety," and a tagline. The Committee preferred the larger logo and asked for consideration of the tagline "protecting our community" since this conveyed ownership of the city that staff in the vehicles were committed to protecting. Public Information staff shared their liking of the tagline "partners for a safe community" since it helped explain that Public Safety was a partnership with LASD and that residents could also be partners in creating a safer community. The Committee shared concern that there could be an officer safety element if the police responders were mistaken for LASD vehicles, however, it was agreed that there it was beneficial to having the vehicles being recognized as being part of the Public Safety team so as to command the attention needed for the serious work that Public Safety staff would be doing when using the vehicles. Captain Sprengel added that LASD was transitioning to Ford Explorers, which would help with the separation and distinction of LASD versus Public Safety vehicles. Staff noted that the "whole package" of branding for the new vehicles would include the city logo, "Public Safety" with a tagline, identifiers on the trunk and/or bumper where space permitted, vehicle identifiers on the roof for Sky Knight and law enforcement in the sky, decals to call 911 in case of emergency, and a potential advertisement for the "See Something, Say Something" campaign. The Committee stated they would be proud to see these vehicles on city streets and looked forward to final recommendations from staff at a future meeting.

RECOMMENDATION

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



Thaddeus McCormack
City Manager

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

COUNCIL AGENDA

October 13, 2020

TO: The Honorable Mayor and City Council

SUBJECT: AB 1234 Meeting Report

INTRODUCTION

Assembly Bill 1234 became effective January 1, 2006. The legislation requires members of a legislative body to provide brief reports on the meetings they attended at the expense of the local agency at the next regular meeting of the legislative body.

STATEMENT OF FACT

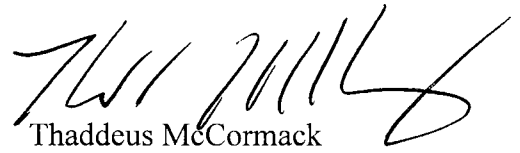
Two council members (Vice Mayor Jeff Wood and Council Member Ariel Pe) virtually attended the League of California Cities' Annual Conference that took place from October 6 to October 9, 2020. They participated in several educational sessions that were helpful to the city's interests, including: municipal revenues, virtual workforces, ethics, advancing racial equity, social media and other topics.

In addition, Council Member Pe serves as the City's voting delegate to the League of California Cities General Assembly meeting, where he participated in the discussion and voting for various resolutions.

RECOMMENDATION

That the City Council receive and file this report.

Paolo Beltran 
Deputy City Manager


Thaddeus McCormack
City Manager

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

COUNCIL AGENDA

October 13, 2020

TO: Honorable Mayor and City Council

SUBJECT: Reimbursement Agreements with Long Beach Transit Fixed Route Subsidy

INTRODUCTION

Long Beach Transit has submitted a request for renewal of the City of Lakewood's ("City") Fixed Route reimbursement agreement for the remainder of Fiscal Year 2020-2021. The current reimbursement agreement expired on September 30, 2020. Long Beach Transit is required to either secure a proportionate amount of subsidies from the jurisdictions it serves or withdraw services. Since 1984, the City has contracted with Long Beach Transit to provide a subsidy for transit services for its residents.

STATEMENT OF FACTS

Due to the impacts of COVID-19, Long Beach Transit modified the terms for their annual Fixed Route contract for Fiscal Year 2020-2021. On June 9, 2020, Long Beach Transit opted for their Fixed Route contract to be renewed on a quarterly basis. The current contract, dated July 1, 2020, through September 30, 2020 ("Q1"), has now expired.

In late September, Long Beach Transit reversed their prior decision to contract on a quarterly basis and have opted to have one contract for the remainder of Fiscal Year 2020-2021 ("Q2-Q4"). Even though the current contract has expired, Long Beach Transit stated that Fixed Route services will not be impacted and will continue until a new contract is in place.

The Fixed Route subsidy is paid for with the City's Proposition "A" funds. The total budget for Fiscal Year 2020-2021 Fixed Route services is \$135,579. The cost of the Q1 contract was \$33,026, and the proposed cost of the Q2-Q4 (October 1, 2020 – June 30, 2021) contract is not to exceed \$86,891. If approved, the total compensation for Fiscal Year 2020-2021 Fixed Route services is not to exceed \$119,917.

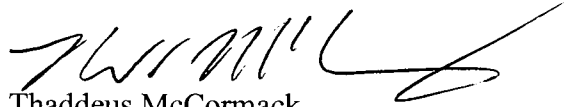
SUMMARY

Long Beach Transit has requested renewal of the reimbursement agreement with the City for subsidy of the Fixed Route services for Q2-Q4 for Fiscal Year 2020-2021. This project has been included as a part of the budget.

RECOMMENDATION

Staff recommends that the City Council authorize the Mayor to sign the reimbursement agreement with Long Beach Transit, for Fixed Route bus service. The proposed agreement has been reviewed and approved by the City Attorney as to form.


Abel Avalos
Director of Community Development


Thaddeus McCormack
City Manager

September 24, 2020

Mr. Thaddeus McCormack
City Manager
City of Lakewood
5050 Clark Avenue
Lakewood, CA 90714

Re: Amendment to Agreement of June 7, 1984 between Long Beach Transit and City of Lakewood

Dear Mr. McCormack:

This letter amends the terms of the above-referenced agreement between Long Beach Transit (LBT) and the City of Lakewood (City) for transportation services reimbursement (hereinafter "Agreement"). The COVID-19 pandemic and the current "Safer at Home" orders have resulted in modified transit services and in business disruptions, reduction in employment, school closures and anticipated slow pace of economic recovery in the region. As discussed in its May 28, 2020 letter, LBT extended its Fiscal Year (FY) 2020 budget spending levels through the first quarter of FY 2021 (July 2020- September 2020) allowing LBT to legally encumber and expend funds in the absence of an adopted FY 2021 budget. LBT officially adopted its FY 2021 budget on August 27, 2020. This Agreement is amended for the remainder of FY 2021 (October 1, 2020 – June 30, 2021) as follows:

Page 2, Section 1. Term, shall be amended as follows:

This Agreement shall be in effect when executed by the parties and shall be for the remainder of FY 2021 (October 1, 2020 – June 30, 2021). This Agreement may be terminated by either party at any time, with or without cause, by giving thirty (30) days' prior written notice of such termination. Unless the parties otherwise agree in writing, this Agreement shall terminate on the effective date of the withdrawal of Proposition A funds to City.

Page 2, Section 2. Compensation, shall be amended as follows:

City agrees to compensate LBT for public transportation services within the City for a total not to exceed \$86,891 for the remainder of FY 2021. For the remainder of FY 2021, City shall make one payment to LBT within 30 days from receipt of invoice. If this Agreement is terminated prior to June 30, 2021, said amount shall be prorated to the date of termination.

The preceding amendments shall be incorporated as terms of the Agreement. All other terms of the Agreement remain in full force and effect.

LONG BEACH TRANSIT

CITY OF LAKEWOOD

Kenneth A. McDonald
President and CEO

Thaddeus McCormack
City Manager

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

COUNCIL AGENDA

October 13, 2020

TO: Honorable Mayor and City Council

SUBJECT: Purchase of Water Utility Parts and Supplies

INTRODUCTION

The Department of Water Resources periodically orders parts and supplies needed for their day-to-day operations.

STATEMENT OF FACT

The Purchasing Officer recently solicited bids for 90 Department of Water Resources' parts and supply items that are utilized on a regular basis and included in the department's water operations budget. Staff posted required legal notices and distributed bid packages to six potential bidders. On September 28, 2020, the Purchasing Officer, in the presence of the City Clerk, opened two sealed bid responses. Subsequently, the Purchasing Officer and the Department of Water Resources' Administration Manager reviewed the responses in detail to confirm that bid specifications had been successfully met and the bid amounts presented were properly calculated.

The two responsive vendors submitted bid amounts on a per-item basis for the remainder of the current fiscal year (FY 2020-21) and separately for next fiscal year (FY 2021-22). As favorable pricing varies from item to item, staff identified the lowest bidder of the two for each of the 90 items. Subsequently, staff arrived at a not-to-exceed amount after taking into account estimated item quantities to be ordered.


Below is a summary of the not-to-exceed amounts for each vendor (not including sales tax):

	<u>FY 2020-21</u>	<u>FY 2021-22</u>
S&J Supply Co.	\$34,900	\$36,100
Ferguson Waterworks	\$28,200	\$31,700

RECOMMENDATION

That the City Council authorize the purchase of various operational parts and supplies at not-to-exceed amounts from S&J Supply Co. (FY 2020-21: \$34,900 and FY 2021-22: \$36,100) and Ferguson Waterworks (FY 2020-21: \$28,200 and FY 2021-22: \$31,700).


Jose Gomez
Director of Finance and Administrative Services


Thaddeus McCormack
City Manager

DIVIDER SHEET

COUNCIL AGENDA

October 13, 2020

TO: Honorable Mayor and City Council

SUBJECT: Professional Services Agreement (PSA) for implementation and maintenance of a Utility Management System

INTRODUCTION

In June 2013, the City Council approved a professional services agreement with ID Modeling (now Sedaru) for the implementation of, and subscription to, Sedaru, a web-based utility management system. This system provided “real-time” monitoring and data collection of the water system at the field level, a method to capture and update data on the water system, and tied this data to locations using GIS-based water infrastructure maps.

STATEMENT OF FACT

Sedaru provided a user-friendly mechanism for field personnel while exercising valves, fire hydrant testing, and water use tracking. The digital data collection allowed for storage of historical maintenance and operational information for future retrieval, eliminated paper records, shortened customer response time by communicating directly with crews in the field, and provided hydraulic information to supervisory and field staff regarding water system performance.

The transition to FATHOM and their suite of utility services in May 2017 lessened the need for the use of the Sedaru system. The transition away from FATHOM, and the elimination of the need for the Cityworks Work Order system (one of the six main platforms) creates the opportunity to reenter into an agreement with Sedaru for the use of their utility management services which is a more cost-effective solution.


FISCAL IMPACT

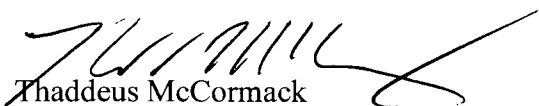
Funds are proposed in Operating Account 75008000-51080 (Utility Billing Services) for not to exceed amounts of \$23,240 (including a one-time implementation fee of \$5,940.00) in fiscal year 2020/21, and \$17,300.00 in each fiscal year of 2021/22 and 2022/23.

RECOMMENDATION

Staff recommends that the City Council:

- A. Award a contract to Sedaru, Inc. of San Dimas, CA for implementation and maintenance of a Utility Management System
- B. Authorize the Mayor to sign the contract in a form approved by the City Attorney


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


Thaddeus McCormack
City Manager

**AGREEMENT FOR
PROFESSIONAL SERVICES
FOR IMPLEMENTATION AND MAINTENANCE
OF UTILITY MANAGEMENT SYSTEM**

THIS AGREEMENT, made and entered into on October 13, 2020, by and between the CITY OF LAKEWOOD, a municipal corporation, hereinafter referred to as CITY, and SEDARU, hereinafter referred to as SERVICE PROVIDER.

W I T N E S S E T H:

WHEREAS, CITY desires to retain SERVICE PROVIDER for professional services in connection with the work hereafter described; and

WHEREAS, SERVICE PROVIDER has the necessary skills and qualifications and licenses required by law to perform the professional services required under this Agreement in connection with said work; and

NOW, THEREFORE, it is hereby agreed by and between the parties that:

1. DEFINITIONS. As used in this Agreement, the following definitions shall be applicable:
 - A. Service Provider. SERVICE PROVIDER shall mean:
Sedaru, Inc.
168 E. Arrow Hwy, Suite 101
San Dimas, CA 91773
626.244.0700
 - B. City. CITY shall mean the City of Lakewood, a municipal corporation, 5050 Clark Avenue, Lakewood, California, 90712.
 - C. Services. The Services shall mean the professional services to be performed by SERVICE PROVIDER pursuant to this Agreement.
 - D. Work. Work shall mean the implementation and maintenance of a utility management system for which the professional services are hereby authorized.
2. SCOPE OF SERVICES. SERVICE PROVIDER agrees to provide for CITY the Services as set for in SERVICE PROVIDER'S written proposal dated September 4, 2020, attached hereto and incorporated herein by reference.

3. TIME FOR PERFORMANCE. SERVICE PROVIDER agrees to diligently and reasonably pursue the performance of the Services, and that the Services shall be completed as needed from the date of the Notice to Proceed.
4. COMPENSATION FOR SERVICES. For and in consideration of the professional services performed by SERVICE PROVIDER and when approved by CITY, CITY agrees to pay to SERVICE PROVIDER a sum not to exceed \$58,000.00, on a time and material basis, at a proposed cost determined by the attached proposal, for services actually rendered.

The aforementioned consideration shall be paid to SERVICE PROVIDER upon completion of each phase and submission of SERVICE PROVIDER'S statement of time expended and the applicable rate to be charged to CITY'S Director of Water Resources. No payment shall be made until the aforementioned work has been certified by the Director of Water Resources as having been completed in accordance with the applicable rate.

5. INDEPENDENT CONTRACTOR. It is expressly understood and agreed that SERVICE PROVIDER has been retained, at its request, as an independent contractor, as distinguished from an employee or agent of CITY to perform the Services. SERVICE PROVIDER acknowledges the independent contractor relationship and releases CITY from any liability or obligation to make deductions or withholding from compensation in respect to unemployment, income taxes, disability, social security, health or pension matters.

SERVICE PROVIDER acknowledges the independent contractor's status in performing the Services, and agrees to bear the risk of property damage or loss to any property arising out of the work site, the place to work, or duties bestowed on SERVICE PROVIDER pursuant to this Agreement, and does hereby release CITY, its officers and personnel from any liability to SERVICE PROVIDER for any loss or damage thereby incurred, except where said loss or damage was caused by CITY.

In the performance of this Agreement, SERVICE PROVIDER shall comply with all applicable provisions of the California Fair Employment Practices Act (California Labor Code Sections (410 et seq.) and the applicable equal employment provisions of the Civil Rights Act of 1964 (42 U.S.C. 200e 217), whichever is more restrictive.

6. TERMINATION. CITY or SERVICE PROVIDER may terminate this Agreement at any time by giving at least thirty (30) days prior written notice. In the event of termination, CITY shall pay to SERVICE PROVIDER the total value of the services of the SERVICE PROVIDER to the final date of termination, computed in accordance with the terms and provisions of this Agreement, provided, however, that the same does not in any case exceed the maximum amount hereinbefore set forth for payment of consideration.

7. TERM. This Agreement shall be for a term commencing October 13, 2020, terminating June 30, 2023, and may be renewed by CITY, with the concurrence of the SERVICE PROVIDER for any successive one or two-year term, unless sooner terminated as hereinbefore provided.
8. ASSIGNMENT AND SUBCONTRACTING. Notwithstanding any provision of this Agreement to the contrary, SERVICE PROVIDER shall not assign, subcontract or transfer any part or portion of this Agreement, or any responsibility hereunder, without the prior written consent of CITY.
9. OWNERSHIP OF DOCUMENTS. It is further agreed by and between the parties hereto that CITY shall have full, complete and absolute title to all computer files and software prepared by SERVICE PROVIDER pursuant to this Agreement, regardless of the state of completion thereof. It is further agreed by and between the parties that CITY may make full and complete use of said materials so prepared for CITY as it desires, and within its own discretion without any liability of any kind whatsoever to SERVICE PROVIDER other than payment of compensation as provided in this Agreement.
10. LIABILITY. SERVICE PROVIDER at all times during the term of this Agreement, shall maintain and keep in full force and effect, and deposit with CITY, insurance or a Certificate of Insurance which shall evidence the fact that SERVICE PROVIDER has in full force and effect a comprehensive personal injury and property damage policy protecting SERVICE PROVIDER and CITY from liability in the following policies of insurance with minimum limits as indicated below and issued by insurers with A.M. Best ratings of no less than A-: VI: Commercial general liability at least as broad as ISO CG 0001 (per occurrence) \$1,000,000 (general aggregate) \$2,000,000; Commercial auto liability at least as broad as ISO CA 0001 (per accident) \$1,000,000; and Worker's compensation- Statutor. Said policy shall contain a provision that the same cannot be canceled without at least thirty (30) days notice to CITY thereof and shall name CITY as an additional insured.

SERVICE PROVIDER certifies that it is aware of the provisions of the Labor Code of the State of California, which require every employer to be insured against liability for workers compensation or to undertake self-insurance in accordance with the provisions of that code, and it certified that it will comply with such provisions before commencing the performance of the work of this Agreement.
11. INDEMNITY. SERVICE PROVIDER shall indemnify and save CITY, its officers and employees, harmless from any suits, claims or actions brought by any person or persons, including its agents or employees, for or on account of any injuries or damages or other loss, cost or expense caused by the negligent or wrongful act or omission of SERVICE PROVIDER, its agents and employees, or its subcontractors and the agents and employees thereof, arising out of the Services to be performed by SERVICE PROVIDER pursuant to this Agreement.

12. ASSUMPTION OF RISK. SERVICE PROVIDER does hereby assume all risks to itself, personnel, subcontractors and agents, and any employees thereof, of personal injury or death, and all risk of property damage or loss to any property, wares, vehicles, or materials owned or possessed by SERVICE PROVIDER and said SERVICE PROVIDER further releases CITY, its officers and employees, from any liability therefor.
13. PREVAILING RATE OF WAGES. CITY has obtained from the Department of Industrial Relations, State of California, the prevailing rate of per diem wage, and the general prevailing rate for holiday and overtime work in the locality in which this work is to be performed for each craft, classification or type or workmen needed to carry out this agreement. In that regard pursuant to Section 1773 of the Labor Code, holidays, upon which such rate shall be paid, need not be specified in this agreement, but shall be all holidays recognized in the collective bargaining agreement applicable to the particular craft, classification or type or workmen employed on the project. Copies of the prevailing rate of per diem wages are on file at the Public Works office, City Hall, and are available to any interested party upon request. Referenced hereto and made a part hereof as though set forth in full are rates applicable to this project and contract, and the contractor shall pay not less than the minimum thereof.
14. SAFETY. SERVICE PROVIDER shall be solely responsible for the safety of its employees. SERVICE PROVIDER shall develop and maintain an Injury and Illness Prevention Program (IIPP) in accordance with the Cal/OSHA requirements contained in the California Code of Regulations, Title 8 Section 3203 (CCR T8 Section 3203), "Injury and Illness Prevention Program." SERVICE PROVIDER shall provide safety, health, and job skills training so as to provide a safe and healthful workplace, and meet all applicable Cal/OSHA requirements. SERVICE PROVIDER shall maintain all OSHA 300 logs and records, and make them available for inspection upon request by CITY.
15. RESERVATION OF RIGHTS. Nothing in this Agreement shall be deemed to bind CITY to any course of conduct other than its obligation hereunder to pay SERVICE PROVIDER for said services as rendered. CITY reserves complete right within its discretion to reject all or any part of any recommendation made to it or submitted by SERVICE PROVIDER, and in that regard the only responsibility of CITY shall be to pay SERVICE PROVIDER for the Services as rendered. It is further understood that acceptance herein by CITY of any recommendation by SERVICE PROVIDER shall be for the purpose of compensating SERVICE PROVIDER only, and shall not be binding on CITY as to any further course of action. CITY reserves the right to authorize additional, other independent services, and it is agreed that SERVICE PROVIDER does not have any exclusive rights to perform services for CITY.

16. LICENSES. SERVICE PROVIDER shall obtain a City of Lakewood Business License and any other licenses that may be required by regulatory agencies as they relate to the scope of work set forth in this agreement.
17. NOTICE. Any notice required to be given hereunder shall be deemed to have been given by depositing said notice in the United States mail in an envelope bearing the proper amount of postage thereon, and addressed as follows:

TO CITY:

City of Lakewood
5050 Clark Avenue
Lakewood, California 90712

TO SERVICE PROVIDER:

Sedaru, Inc.
168 E. Arrow Hwy, Suite 101
San Dimas, CA 91773

IN WITNESS WHEREOF the parties hereto have caused this Agreement to be executed the day and year first above written.

CITY OF LAKEWOOD

By _____
Mayor

ATTEST:

City Clerk

SERVICE PROVIDER:

By: _____
Sedaru, Inc.

APPROVED AS TO FORM:

City Attorney

Assigned to the Director of Water Resources

September 4, 2020

Mr. Jason Wen
Water Resources Director
City of Lakewood
5812 Arbor Rd.
Lakewood, CA 90713
Phone: (562) 866-9771;2701
Email: jwen@lakewoodcity.org

Subject: Proposal for Sedaru Services

Dear Ms. Wen:

Sedaru is pleased to submit this proposal to the City of Lakewood Water Resources Department (City) for Sedaru software and services.

About this Project: Sedaru will deploy the City with its Sedaru operational asset management platform, including the below representative tasks to be achieved within the term of the software licensing and services program (as described below).

- **Sedaru Connect for Wachs**, Implementation for remote control and download of data from the Wachs valve turning machine

Sedaru will deliver these services utilizing Sedaru staffing, and work consistently with the City to support data collection, questions, and provide guidance throughout re: industry best practices.

Services: The City has elected a one-time implementation services at Sedaru's retail pricing.

Budget and Terms: Sedaru proposes services totaling \$5,940 to implement the proposed scope of work in **Exhibit A**. Services terms are referenced in **Exhibit B**.

We appreciate the opportunity to propose on this exciting project and opportunity to grow our relationship. We look forward to working together.

SEDARU, INC.	CITY OF LAKEWOOD, DEPT. OF WATER RESOURCES
By: _____ Paul Hauffen, Signature	By: _____ Jason Wen, Signature
_____ Paul Hauffen, Printed Name	_____ Jason Wen, Printed Name
_____ Title, Date	_____ City Dept. of Water Resources Director, Date

Exhibit A: Services Scope of Work & Budget

Services Scope & Budget

Implementation Task Descriptions	One-time Fee	Est. Effort @\$175/hr
1. Sedaru Connect for Wachs valve turning machine	\$5,940	34
Task 1.1 – Sedaru Intro & Project Management: Sedaru will host a kickoff meeting to introduce our teams, review project scope and schedule. Sedaru will provide an overview of the Sedaru Connect-Wachs focusing on the core product functionality.		
Task 1.2 – Connect: Sedaru will host the Customer's Esri GIS data & setup in OMNI and Fieldforce, including up to 5 standard valve OMNI KPIs.		
Task 1.3 – Build: Sedaru will implement Wachs workflow with standard Wachs form, including up to 5 read-only attributes from the customer's GIS.		
Task 1.4 – Deploy & Train: Sedaru will install the Wachs controller (remote installation). Sedaru will host (1) 90-minute online training session which will be recorded for on-going use by your team.		
Phase 1 Implementation Total*:	\$5,940	34 Hours
Phase 1 Project Total Services:	\$5,940	

Exhibit B: Services Terms

- Use of the Sedaru software requires acceptance of the Master Agreement. The terms of this Order Form shall modify, supersede, and replace any different or conflicting terms, conditions, or requirements contained or referenced in the Master Agreement.
- Except for any conflicts between this Order Form and the Master Agreement, all orders placed by the undersigned customer are subject to the Master Agreement.
- Pricing and scope within this proposal are valid for 60 days, unless agreed upon in writing.
- Implementation services fees are invoiced 75% upfront, and subsequently billed monthly as percent complete. Implementation will be billed 100% upon substantial completion of the project or before training, whichever occurs first.
- Once the implementation and rollout are complete, Sedaru Customer Success will appoint a dedicated Sedaru Success Agent (SSA) to ensure your continued growth and adoption of the software. Your SSA will provide technical support, and can be contacted via telephone, email, or a website technical support request to address questions, functionality issues, and listen to feedback, including suggestions to enhance or improve the software.

September 4, 2020

Mr. Jason Wen
Water Resources Director
City of Lakewood
5812 Arbor Rd.
Lakewood, CA 90713
Phone: (562) 866-9771;2701
Email: jwen@lakewoodcity.org

Subject: Proposal for Sedaru Software

Dear Ms. Wen:

Sedaru is pleased to submit this proposal to the City of Lakewood Water Resources Department (City) for Sedaru software and services.

About this Project: Sedaru will deploy the City with its Sedaru operational asset management platform, including the below representative tasks to be achieved within the term of the software licensing and services program (as described below).

- **Sedaru OMNI and Fieldforce** for work order management and field data collection.
- **Sedaru Connect for Wachs** for remote control and download of data from the Wachs valve turning machine
- **Testing, Training, and Rollout** of the above including supporting documentation.

Sedaru will deliver this software utilizing Sedaru staffing, and work consistently with the City to support data collection, questions, and provide guidance throughout re: industry best practices.

Budget and Terms: Sedaru proposes software totaling \$11,700/yr for licensing the proposed scope in **Exhibits A**. Software terms are referenced in **Exhibit B**.

We appreciate the opportunity to propose on this exciting project and opportunity to grow our relationship. We look forward to working together.

SEDARU, INC.	CITY OF LAKEWOOD, DEPT. OF WATER RESOURCES
By: _____ Paul Hauffen, Signature	By: _____ Jason Wen, Signature
_____ Paul Hauffen, Printed Name	_____ Jason Wen, Printed Name
_____ Title, Date	_____ City Dept. of Water Resources Director, Date

Exhibit A: Software Scope & Budget

Software	Named Users	Annual Fee
Sedaru OMNI & Fieldforce	5	\$8,100
Sedaru Connect for Wachs valve turning machine	All above	\$3,600
Software Total:		\$11,700

Exhibit B: Software

- Use of the Sedaru software requires acceptance of the Master Agreement. The terms of this Order Form shall modify, supersede, and replace any different or conflicting terms, conditions, or requirements contained or referenced in the Master Agreement.
- Except for any conflicts between this Order Form and the Master Agreement, all orders placed by the undersigned customer are subject to the Master Agreement.
- Pricing and scope within this proposal are valid for 60 days, unless agreed upon in writing.
- Fees for Sedaru software subscriptions are invoiced and the Sedaru software subscription term commences upon contract authorization, notice to proceed, or equivalent.
- Once the implementation and rollout are complete, Sedaru Customer Success will appoint a dedicated Sedaru Success Agent (SSA) to ensure your continued growth and adoption of the software. Your SSA will provide technical support, and can be contacted via telephone, email, or a website technical support request to address questions, functionality issues, and listen to feedback, including suggestions to enhance or improve the software.

September 4, 2020

Mr. Jason Wen
Water Resources Director
City of Lakewood
5812 Arbor Rd.
Lakewood, CA 90713
Phone: (562) 866-9771;2701
Email: jwen@lakewoodcity.org

Subject: Proposal for Sedaru Managed Services Program

Dear Ms. Wen:

Sedaru is pleased to submit this proposal to the City of Lakewood Water Resources Department (City) for Sedaru software and services.

About this Project: Sedaru will deploy the City with its Sedaru operational asset management platform, including the below representative tasks to be achieved within the term of the software licensing and services program (as described below).

- **Sedaru OMNI and Fieldforce** for work order management and field data collection.
- **Sedaru Connect for Wachs**, for remote control and download of data from the Wachs valve turning machine
- **Bi-annual updates of District GIS** to support Sedaru end users with updated mapping in Sedaru OMNI and Sedaru Fieldforce.
- **Testing, Training, and Rollout** of the above including supporting documentation.

Sedaru will deliver these services utilizing Sedaru staffing, and work consistently with the City to support data collection, questions, and provide guidance throughout re: industry best practices.

Services: Sedaru proposes to implement these deliverables within a Managed Services Program (MSP), allowing the City to realize cost savings while promoting continued support, form creation, integrations, and growth within the Sedaru platform. The MSP will also provide strategic consulting, and free training for newly hired staff or those that might require refresher training.

Budget and Terms: Applying the MSP as described above, Sedaru proposes software and services totaling \$5,600 license and implement the proposed scopes of work in **Exhibits A**. MSP authorization is included as **Exhibit B**. MSP terms are referenced in **Exhibit C**.

We appreciate the opportunity to propose on this exciting project and opportunity to grow our relationship. We look forward to working together.

SEDARU, INC.	CITY OF LAKEWOOD, DEPT. OF WATER RESOURCES
By: _____ Paul Hauffen, Signature	By: _____ Jason Wen, Signature
_____ Paul Hauffen, Printed Name	_____ Jason Wen, Printed Name
_____ Title, Date	_____ City Dept. of Water Resources Director, Date

Exhibit A: Services Scope of Work & Budget

Services Scope & Budget

Implementation Task Descriptions	One-time Fee	Est. Effort @ \$175/hr
1. Sedaru OMNI & Fieldforce	\$4,900	28
Task 1.1 – Sedaru will active the City’s currently deactivated Sedaru OMNI & Sedaru Fieldforce applications. Sedaru will work with City GIS to receive a new GIS geodatabase, upload to the City’s current Sedaru hosted server, and reconcile current forms and KPIs to the newly uploaded assets.		
Task 1.2 – Sedaru will support 1, 4-hour workshop with City staff to review current workflows and KPIs, to document the City’s updated requests to move forward. Sedaru will provide the City with a summary of needs and requests, including the estimated level of effort to complete.		
Task 1.3 – Sedaru will provide training for City users on Sedaru OMNI and Sedaru Fieldforce.		
2. Bi-annual updates of City GIS	\$2,100	12
Task 2.1 – Receive and Review Updated Geodatabase from District to support Sedaru end users with updated mapping in Sedaru OMNI and Sedaru Fieldforce.		
Task 2.2 – Upload Geodatabase into Sedaru hosted environment. Test, review, and validate data connections and readiness for District use. Publish to Production for District use.		
Phase 1 Implementation Total*:	\$7,000	40 Hours
Phase 1 Project Total Inc. Services:	\$7,000	

***Sedaru MSP:** As an alternative to the capital expense to implement, Sedaru offers its *Silver level Managed Services Program (MSP)* to benefit from a budget of hours at a 20% discounted Services rate of \$140/hour, strategic consulting, and 8-hours of free training each year for a 3-year term.

As comparison, the proposed implementation fee of \$7,000 converts to \$5,600 to support the 40-hours of the proposed effort above for Year 1 within the Gold level MSP, with a remaining balance of 0-hours billed at the Silver MSP services rate of \$140/hour = \$0, reducing the cost to implement significantly. See **Exhibit B** for the MSP authorization. Software, Services, and MSP terms are referenced in **Exhibit C**.

Phase 1 Project Total MSP: \$5,600

Exhibit B: Managed Services Program Authorization

Managed Services Program*		Annual Fee
<input checked="" type="checkbox"/> Silver Level MSP	<input type="checkbox"/> Platinum Level MSP	\$5,600/yr
<input type="checkbox"/> Gold Level MSP	<input type="checkbox"/> Extended Level MSP	

*Proposed Services hours are applied for project management, and can be used for GIS maintenance, integration, system configuration (forms, KPIs, etc.), hydraulic modeling, or other services. In-person training can be billed against budgeted hours, and travel incidentals expensed at-cost.

Silver Level MSP Subscription: \$5,600

- **40-hours Services/yr @\$140/hr (20% discount)**, and for additional hours required.
- **4 Free Hours of Training**, and related follow-on training support, virtually per year.
- **2 Free, Bi-annual Strategic Planning** meetings to support long-term organizational goals.
- **A \$9,000+ value**, totaling 50-hours of overall support, including Strategic Planning, Services & Project Management, Training, and preparation.

Gold Level MSP Subscription: \$10,560

- **80-hours Services/yr @\$132/hr (25% discount)**, and for additional hours required.
- **8 Free Hours of Training**, and related follow-on training support, virtually per year.
- **4 Free, Quarterly Strategic Planning** meetings to support long-term organizational goals.
- **A \$18,000+ value**, totaling 100-hours of overall support, including Strategic Planning, Services & Project Management, Training, and preparation.

Platinum Level MSP Subscription: \$14,760

- **120-hours Services/yr @\$123/hr (30% discount)**, and for additional hours required.
- **12 Free Hours of Training**, and related follow-on training support, virtually per year.
- **4 Free, Quarterly Strategic Planning** meetings to support long-term organizational goals.
- **A \$25,000+ value**, totaling 140-hours of overall support, including Strategic Planning, Services & Project Management, Training, and preparation.

Extended Level MSP Subscription: \$18,240

- **160-hours Services/yr @\$114/hr (35% discount)**, and for additional hours required.
- **16 Free Hours of Training**, and related follow-on training support, virtually per year.
- **6 Free, Bi-monthly Strategic Planning** meetings to support long-term organizational goals.
- **A \$35,000+ value**, totaling 200-hours of overall support, including Strategic Planning, Services & Project Management, Training, and preparation.

Exhibit C: Software, Services, & MSP Terms

- Use of the Sedaru software requires acceptance of the Master Agreement. The terms of this Order Form shall modify, supersede, and replace any different or conflicting terms, conditions, or requirements contained or referenced in the Master Agreement.
- Except for any conflicts between this Order Form and the Master Agreement, all orders placed by the undersigned customer are subject to the Master Agreement.
- Pricing and scope within this proposal are valid for 60 days, unless agreed upon in writing.
- Once the implementation and rollout are complete, Sedaru Customer Success will appoint a dedicated Sedaru Success Agent (SSA) to ensure your continued growth and adoption of the software. Your SSA will provide technical support, and can be contacted via telephone, email, or a website technical support request to address questions, functionality issues, and listen to feedback, including suggestions to enhance or improve the software.
- Year 1 MSP cost, and the balance of Services costs greater than the MSP budget, are billed upon authorization at the rate secured within the same MSP Level. Subsequent years are billed in advance of the MSP term.
- Extension to the MSP term can be modified in a new Order Form.
- Additional hours may be purchased at the secured rate, up to 50% of the MSP's budgeted hours.
- If additional hours are needed beyond the current MSP level, customer may upgrade subscription level in a new Order Form. Changes will take effect the beginning of the month following, with licensing and services prorated thereafter and for the balance of the term.
- Unused services, strategic meetings, and training budget do not rollover into the next year.
- MSP requires a 3-year commitment. The balance of this commitment becomes due if Sedaru Master Software License Agreement (the "Master Agreement") is terminated prior.
- MSP pricing within this proposal is valid for 60 days, unless agreed upon in writing.

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

COUNCIL AGENDA

October 13, 2020

TO: The Honorable Mayor and City Council

SUBJECT: Engineering Design Services for RMRA and STPL Pavement Rehab

INTRODUCTION

The City has Senate Bill 1, Road Maintenance and Rehabilitation Account (RMRA) funds programed for the below indicated streets. Additional funding was obtained when, in July, 2020, the City Council approved exchange of Federal STPL Funds with Metro for local Metro funds (STPL Xchange) that have less restrictions in the administration of their use.

STATEMENT OF FACT

The City has sufficient funding available and proper authorization for pavement rehab on the street segments tabulated below.

It is proposed to prepare plans for pavement rehab of the below street segments:

Street	Segment	Funding
Candlewood	Lakewood Blvd - Fidler	SB 1 (RMRA)
Harvey	Bellflower - Woodruff	SB 1 (RMRA)
Downey	Del Amo – Country Club	SB 1 (RMRA)
Del Amo	Paramount - Downey	SB 1 (RMRA)
Del Amo	Paramount - Cherry	SB 1 (RMRA)
Candlewood	Lakewood Blvd - Downey	STPL Xchange
Candlewood	Downey - Paramount	STPL Xchange
Candlewood	Paramount – 1,300LF west at City Limits	STPL Xchange
Del Amo	Studebaker - Bloomfield	STPL Xchange
Los Coyotes Blvd	Del Amo - Pioneer	STPL Xchange

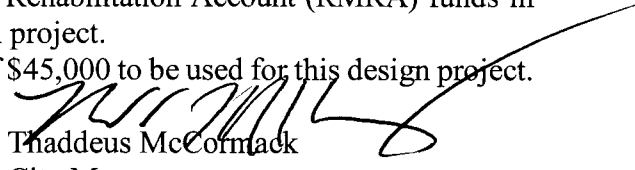
The consulting engineering firm of Willdan has an agreement with the City of Lakewood to assist with various engineering matters and has submitted a proposal for \$95,000 to provide design services for street rehabilitation for the listed streets. The timeline for start of construction is March, 2021.

RECOMMENDATION

That the City Council:

1. Accept Willdan's proposal to provide design services, under their existing Agreement for Engineering Services, for pavement rehabilitation of the listed streets, in an amount of \$95,000 and authorize the Mayor to sign the proposal.
2. Authorize Senate Bill 1, Road Maintenance and Rehabilitation Account (RMRA) funds in the amount of \$50,000 to be used for this design project.
3. Authorize STPL Xchange funds in the amount of \$45,000 to be used for this design project.

Lisa Ann Rapp 
Director of Public Works


Thaddeus McCormack
City Manager



October 2, 2020

Mr. Max Withrow, PE
Assistant Director of Public Works
City of Lakewood
5050 Clark Avenue
Lakewood, CA 90713

**Subject: Proposal to Provide Professional Engineering Design Services for
Street Improvements on Various Streets Project FY 2020/21**

Dear Mr. Withrow:

Willdan Engineering (Willdan) is pleased to submit this proposal to provide professional engineering design services for the Street Improvements on Various Streets Project FY 2020-21. The project is funded by SB1 (RMRA) and STPL Xchange Funds.

Following is the list of street segments included in the project:

SB1 (RMRA) Funded Streets

- Candlewood Street from Lakewood Boulevard to Fidler Avenue (3,400 L.F.)
- Harvey Way from Bellflower Boulevard to Woodruff Avenue (2,700 L.F.)
- Downey Avenue from Del Amo Boulevard to Country Club Drive (2,800 L.F.)
- Del Amo Boulevard from Paramount Boulevard to Downey Avenue (2,800 L.F.)
- Del Amo Boulevard from Paramount Boulevard to Cherry Avenue, (2,400 L.F.)

STPL Xchange Funded Streets

- Candlewood Street from Lakewood Boulevard to Downey Avenue (2,700 L.F.)
- Candlewood Street from Downey Avenue to Paramount Boulevard (2,700 L.F.)
- Candlewood Street from Paramount Boulevard to West City Limits (1,300 L.F.)
- Del Amo Boulevard from Studebaker Road to Bloomfield Avenue (10,700 L.F.)
- Los Coyotes Boulevard from Del Amo Boulevard to Pioneer Boulevard (1,500 L.F.)

It is our understanding that the project includes the following proposed improvements:

- Resurfacing of streets with Asphalt-Rubber Hot Mix (ARHM).
- Reconstruction of existing damaged and uplifted concrete sidewalk, curb and gutter, portion of cross gutter, and drive approaches.
- Reconstruction of existing damaged A.C. pavement.
- Installation of new access curb ramps in compliance with the Americans with Disabilities Act (ADA) requirements; including truncated domes.
- Installation of signing and striping.

The following is our scope of work, schedule and fee to complete this project:

SCOPE OF WORK

Task 1 - Design

Task 1.1 - Preliminary Engineering

1. Attend a pre-design meeting to meet with City representatives to review the project in detail and determine requirements and procedures for design, ongoing review, coordination, and meetings.
2. Research and review available information pertinent to the project, including existing survey data, as-built improvement plans, traffic data, utility information, existing pavement section information, and other available record data.
3. Perform preliminary field reconnaissance, including photography, to analyze current field conditions and to gain familiarity with the site and specific pavement conditions. This will include:
 - a. Obtaining locations of pavement to be reconstructed or repaired
 - b. Obtaining locations of curb ramps that do not meet ADA requirements and must be reconstructed
 - c. Obtaining locations of curb, gutter, and sidewalk in need of repair
 - d. Verify and document existing traffic related topographic conditions including, but not limited to, existing signs, existing striping, and any additional topographic information pertinent to the project



Task 1.2 - Pavement Engineering

1. Review and map the condition and level of distress of the existing pavement. Utilize the existing City of Lakewood Pavement Management System and staff input for pavement treatment recommendations.
2. Based on Pavement Management System and staff input, evaluate alternative pavement section thicknesses for new pavement and rehabilitation approaches for the existing pavement where needed, including any necessary localized dig-outs where warranted. The alternatives may consist of overlay and/or total removal and replacement, including ARHM and/or AC material.

Task 1.3 - Utility Coordination

1. Provide utility coordination, including notices to all utility companies in accordance with City's procedures. All documentation of contacts and responses will be copied to the City. Willdan will prepare utility notices and deliver them to the City for mailing under City letterhead. If so desired by the City, Willdan can transmit these notices under Willdan's letterhead; however, the City shall be responsible for any fees assessed to Willdan by the utility companies. In either case, all responses, questions, and correspondence from the utility companies will be addressed to Willdan's Utility Coordinator.
2. Coordinate with affected utility companies to provide for proposed utility improvements prior to pavement construction.
3. Review project scope of work with each utility company at the preconstruction conference. Identify possible conflicts and work with each utility to assure that its facilities will be protected if properly identified.

Task 1.4 - Final Plans, Specifications and Estimates (PS&E)

1. Prepare 20 sheets of signing, striping, and loop replacement plans for the project locations at a scale of 1"=40'.
2. Prepare specifications and contract documents to conform to applicable requirements of the City of Lakewood. Specifications will include the following information that will be performed by public works inspectors and design engineers:
 - a. Spreadsheet defining street resurfacing limits with Asphalt-Rubber Hot Mix (ARHM).
 - b. Spreadsheet defining areas of damaged A.C. pavement requiring reconstruction.



- c. Spreadsheet defining areas of existing damaged and uplifted concrete sidewalk, curb and gutter, portion of cross gutter, and drive approaches in need of repair within the City right-of-way.
 - d. Spreadsheet defining locations for the installation of new access curb ramps in compliance with the Americans with Disabilities Act (ADA) requirements; including truncated domes.
3. Prepare quantity calculations and construction cost estimates in accordance with City requirements utilizing current City and other local agency cost data and compare to established project budget.
4. Submit PS&E for City review at 90%, and 100% phase and incorporate comments.
5. Following the review and approval of the 100% design by the City and affected utility companies, incorporate final comments and prepare final plans, specifications, and cost estimate.
6. Submit final set of PS&E to the City.

Task 2 – Agency Coordination

Task 2.1 - Agency Coordination

1. Coordinate with City of Cerritos for the multi-jurisdictional segment of Del Amo Boulevard from Studebaker Road to Bloomfield Avenue. City boundary line presides along the centerline of Del Amo Boulevard.
2. Coordinate with Caltrans District 7 and prepare an encroachment permit for the multi-jurisdictional segment of Del Amo Boulevard from Studebaker Road to Bloomfield Avenue. This segment passes over the 605 freeway and will affect both the on-off ramps in both directions. The encroachment permit will require traffic control plans for any work within Caltrans right-of-way and accompany the project plans for the submittal.
3. Prepare up to three (3) traffic control plans at a scale of 1" = 40' for Del Amo Boulevard at the 605 freeway on-off ramps for encroachment permit processing.

SCHEDULE

We estimate the scope of services can be completed within 12 weeks from a Notice-to-Proceed. We estimate revised PS&E can be completed within 3 weeks from receipt of City comments.



FEE

We propose to provide the above engineering services for a not-to-exceed fee of **\$95,000** based on the following breakdown:

Task 1 – Design	\$86,500
Task 2 – Agency Coordination	\$ 8,500

The current estimated project cost including design, construction, and construction management is \$2,645,000.

Please indicate the City's approval and authorization to proceed by either printing out and signing two originals and returning one hard copy original to our office, or by scanning one signed original and returning it by e-mail.

Thank you for the opportunity to be of service to the City of Lakewood. We recognize the importance of this project to the City and are committed to realizing its timely and successful completion. Should you have any questions regarding this proposal, please contact Mr. Rafael Casillas at (562) 364-8480 or Ms. Vanessa Muñoz PE, TE, PTOE at (562) 368-4848.

Respectfully submitted,

WILLDAN ENGINEERING



Vanessa Muñoz, PE, TE, PTOE
Director of Engineering

Approval and Authorization to Proceed By:

CITY OF LAKEWOOD

Signature

Date

910005/WWW.00.60/P20-316_21138

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

Public Hearings

COUNCIL AGENDA

October 13, 2020

TO: Honorable Mayor and City Council

SUBJECT: Award a Purchase Order for Well 13A Treatment System

INTRODUCTION

Well 13A located at CandleVerde Park was removed from service in March 2020 due to the arsenic level exceeding the Maximum Contaminant Level (MCL) of 10 parts per billion (ppb). A treatment system is required to bring the well back in service. A pilot study was conducted in July 2020 and it determined that removal of the arsenic to below the MCL is feasible.

STATEMENT OF FACT

A Request for Proposal (RFP) for the treatment system was issued on September 14, 2020, with a total of three bids received from ATEC, Watersurplus, and Yardney by the due date of September 28, 2020, with the lowest bidder being Yardney. After a review of the three bids and reference checks, Yardney was selected to provide the treatment filter system. It is planned to purchase the treatment system first, as it will take several months to build. This early purchase will eliminate any delays in the upcoming design and construction schedule. The bid summary per specification is:

- Yardney - \$193,277.15
- ATEC - \$259,815.15
- WaterSurplus - \$299,880.00

Yardney also provided alternative options that met the specification criteria, and provided a better solution, which reduced their bid price to \$154,873.68.

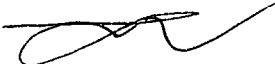
SUMMARY

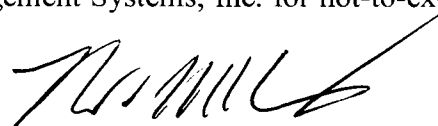
The lowest bidder has been selected for the treatment system. In the coming weeks, the design consultant will be selected and the construction phase is expected to begin early 2021 and completed by April 2021.

RECOMMENDATION

The City Council Water Resources Committee has reviewed and approved the selection in their October 5, 2020 meeting, and therefore Staff recommends that the City Council:

1. Appropriate \$165,000 (which includes a 6.5% contingency) in Water Fund Reserves for Well 13A Treatment System
2. Award a Purchase Order to Yardney Water Management Systems, Inc. for not-to-exceed costs of \$155,000


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


Thaddeus McCormack
City Manager

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

Legislation

RESOLUTION NO. 2020-55

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
LAKEWOOD APPOINTING _____
TO THE COMMUNITY SAFETY COMMISSION REPLACING
BILL BACA

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

SECTION 1. Resolution No. 2020-13 of the City Council pertaining to the appointment of members to the various commissions is amended as provided in this Resolution.

SECTION 2. Section 2 of said resolution pertaining to residents of the City of Lakewood appointed members of the Community Safety Commission for a term of two years, terminating with the second Council Meeting following the bi-annual municipal election is hereby amended by replacing Bill Baca with _____, a resident of the City of Lakewood.

SECTION 3. The appointment of _____ herein contained shall be effective upon said member taking the Constitutional Oath of Office and filing the Statement of Economic Interest within the time and manner specified in the Conflict of Interest Code of the City of Lakewood.

ADOPTED AND APPROVED THIS 13TH DAY OF OCTOBER, 2020.

Mayor

ATTEST:

City Clerk

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

Reports

TO: The Honorable Mayor and City Council

SUBJECT: Quarterly Budget Report of Major Funds – as of September 30, 2020

INTRODUCTION

The City is in the first year of a Two-Year Budget adopted in June 2020. Following is a quarterly review as of September 30, 2020 for the City's two major funds, the General Fund and the Water Utility Enterprise Fund.

In addition to scheduled formal budget reviews, Staff is consistently monitoring the year-round inflow and outflow of funds to make sure that the City continues on a sound fiscal path. Within the budget, particular attention is given to the City's two major funds (the General Fund and the Water Utility Enterprise Fund). They support the majority of the City's day-to-day operations, with the General Fund being the City's most discretionary funding source.

Given the ongoing nature of the COVID-19 pandemic, Staff also continues working to better understand and anticipate the financial consequences of this global challenge. Information will continue to be incorporated into the City's budget projections and overall fiscal outlook.

Following is the quarterly review of the General Fund and the Water Utility Enterprise Fund Budgets as of September 30, 2020:

STATEMENT OF FACT

General Fund

The General Fund is the largest City fund and its operational expenditures are trending as expected and are aligned with the adopted budget. Overall, 18% of the year's total expenditure budget has been utilized through the end of the first quarter (or 25% of the fiscal year). See expenditure summary table on the following page. Given the normal time lag in receiving and processing costs incurred, the figure seems appropriate. Employee Services and Contract Services represent the two largest expenditure categories, tracking at 26.1% and 9.9%, respectively. Employee Services is slightly higher than normal as it includes some annual lump sum costs incurred in the first quarter.

Another area worth noting is the Other Operating expenditure line item with 41.8% of the annual budget expended. It includes the City's various insurance premiums paid in lump sum during the month of July for annual coverage, similar to Employee Services. Of the \$1,130,435 year-to-date (YTD) expenditures, almost \$1 million are attributed to annual insurance premiums. Lastly, Capital Outlay expenditures are also more irregular in their spending pattern. While the YTD (23.6%) expenditure is fairly in line with 25% of the year having transpired, the nature of capital outlay expenditures may cause them to not follow incrementally. Below is a summary of the various General Fund expenditure activities:

ACCOUNT DESCRIPTION	ADOPTED BUDGET	YTD EXPENDITURES	% SPENT
EMPLOYEE SERVICES	22,311,010	\$ 5,812,741	26.1%
CONTRACT SERVICES	25,581,173	2,540,657	9.9%
FACILITIES EXPENSES	1,864,744	166,024	8.9%
OFFICE EXPENSES	151,149	27,557	18.2%
MEETING EXPENSES	99,909	7,735	6.9%
SPECIAL DEPT SUPPLIES	1,651,991	199,930	12.2%
OTHER OPERATING EXP	2,693,289	1,130,435	41.8%
INTERDEPT TRANSFERS	1,216,820	104,575	8.6%
CAPITAL OUTLAY	305,356	209,693	23.6%
TOTAL EXPENDITURES	\$ 55,875,441	\$ 10,199,347	18.0%

General Fund revenues through the first quarter are tracking as expected and according to annual seasonal trends. Not surprisingly, revenues lag expenditures in the first quarter. This delay is to be expected as larger revenue sources flow through state and county collection processes prior to receipt by the City. Additionally, some large revenues are received as single payments later in the fiscal year (i.e. SCE franchise fees and Proposition A sale of funds).

In contrast, the City's Business License Tax is mostly collected at the beginning of the fiscal year when licenses are renewed in-line with the City's fiscal year. YTD revenues (\$497,758) already exceed the budgeted amount (\$490,500), but are still lower than prior year annual amounts that are in excess of \$600,000. This year's projected Business License Tax revenue was reduced in anticipation of an adverse impact from the COVID-19 pandemic.

Sales tax revenue generated by Measure L is anticipated to be \$9,275,000 for the year. The City received \$218,127 during the quarter, representing a small revenue "advance." Actual amounts for the first quarter of the fiscal year are likely to be known in December 2020.

The following table provides a summary:

ACCOUNT DESCRIPTION	ADOPTED BUDGET	YTD REVENUES	% REC'D
PROPERTY TAXES	5,589,000	138,894	2.5%
SALES TAX - BRADLEY BURNS	13,348,000	1,247,465	9.3%
SALES TAX- MEASURE L	9,275,000	218,127	2.4%
FRANCHISE FEES	1,515,000	-	0.0%
BUSINESS LICENSE TAX	490,500	497,758	101.5%
DOCUMENTARY TRANSFER TAX	204,000	64,514	31.6%
TRANSIENT OCCUPANCY TAX	46,000	-	0.0%
UTILITY USERS TAX	2,667,500	527,320	19.8%
LICENSES & PERMITS	1,099,000	352,294	32.1%
FINES / FORFEITURES / PENALTIES	728,100	159,191	21.9%
USE OF MONEY & PROPERTY	1,217,418	291,541	23.9%
FROM OTHER AGENCIES	10,053,000	164,462	1.6%
CURRENT SERVICE CHARGE	9,020,530	1,226,634	13.6%
BUDGETED TRANSFERS	3,644,200	838,166	23.0%
TOTAL REVENUE	\$ 58,897,248	\$ 5,726,367	9.7%

Water Utility Enterprise Fund

Water expenses are tracking under budget overall. Similar to trending with General Fund expenditures, there is a time lag in receiving and processing incurred costs. As seen in the General Fund, Employee Services is slightly higher than normal as it includes some annual lump sum costs incurred in the first quarter. Below is a summary of the various Water Utility Enterprise Fund expense activities:

ACCOUNT DESCRIPTION	BUDGET	YTD EXPENSES	% SPENT
EMPLOYEE SERVICES	\$ 2,733,832	\$ 760,390	27.8%
CONTRACT SERVICES	919,020	127,890	13.9%
FACILITIES EXPENSES	2,532,260	9,074	0.4%
OFFICE EXPENSES	3,000	248	8.3%
MEETING EXPENSES	6,500	356	5.5%
SPECIAL DEPT SUPPLIES	611,643	72,891	11.9%
OTHER OPERATING EXP	4,125,120	140,439	3.4%
INTERDEPT TRANSFERS	165,363	16,819	10.2%
BUDGETED TRANSFERS	1,795,700	413,011	23.0%
TOTAL EXPENSES	\$ 12,892,438	\$ 1,541,117	12.0%

Overall water revenues are trending close to the anticipated mark. It is early in the year and a significant portion of revenues received during the first quarter were attributable to activities from the prior quarter and posted as such. Water meter sales, the largest revenue source, are highly

sensitive to weather patterns and may vary significantly depending on rainfall experienced. The following table provides a snapshot:

ACCOUNT DESCRIPTION	ADOPTED BUDGET	YTD REVENUES	% REC'D
INVESTMENT EARNINGS	\$ 200,000	\$ 46,000	23.0%
RENTS AND CONCESSIONS	56,750	13,108	23.1%
ENERGY UTILITY REBATES	11,000	0	0.0%
OTHER REVENUE	75,000	21,041	28.1%
METERED WATER SALES	11,720,000	2,100,402	17.9%
METERED WTR SALES-INTERCONNECT	1,302,000	0	0.0%
FIRE PROTECTION SERVICES	195,000	60,303	30.9%
RECLAIMED WATER	470,000	176,334	37.5%
SERVICE INITIATION FEES	46,500	7,225	15.5%
SERVICE RESTORATION CHARGES	70,000	0	0.0%
LEASE/SALE OF PUMPING RIGHTS	200,000	0	0.0%
TOTAL REVENUES	\$ 14,346,250	\$ 2,424,412	16.9%

SUMMARY

First quarter revenue and expenditure activity is line with historical seasonal trends, and more importantly, with the adopted budget. Staff will continue to monitor all activities and recommend adjustments, if necessary.

RECOMMENDATION

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



Jose Gomez
Director of Finance & Administrative Services



Thaddeus McCormack
City Manager

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

COUNCIL AGENDA

October 13, 2020

TO: The Honorable Mayor and City Council

SUBJECT: Measure L Citizens Oversight Committee Meeting #1 Update

INTRODUCTION

Measure L included a requirement that an advisory committee be created to review, on a semi-annual basis, the City's expenditure and revenues generated by the measure. On January 28, 2020, the City Council adopted Ordinance No. 2020-2 establishing the Citizens Oversight Committee (Committee).

STATEMENT OF FACT

The Committee is comprised of five residents appointed by the City Council that represents key stakeholder groups, and two members representing the Greater Lakewood Chamber of Commerce and a service organization. Members include Bradlee Crihfield of the Greater Lakewood Chamber of Commerce, Cassandra Chase of the Lakewood Jaycees, Crystal Jones-Duncan representing senior groups, Cindy Jarvis representing youth groups, Ron Piazza representing business groups, Mina Carrasco representing Neighborhood Watch and Jeannie Clark being an at-large member. Council Members Steve Croft and Vicki Stuckey served as the City Council liaisons as members of the City Council's Audit Committee.

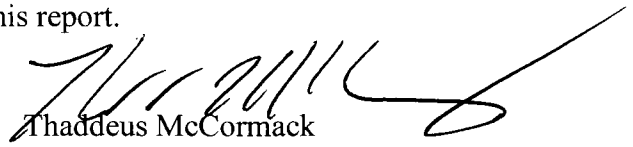
The Committee held its first meeting on October 6, 2020. City staff provided Committee members a primer on the Ralph M. Brown Act, a presentation on municipal finances, a discussion of the city budget for fiscal years 2020-22, impacts of Measure L and the city's infrastructure needs.

Going forward, the Committee will meet in the March and August timeframes so that they can review the Comprehensive Annual Financial Report and the adopted budget.

RECOMMENDATION

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

Paolo Beltran 
Deputy City Manager


Thaddeus McCormack
City Manager

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

COUNCIL AGENDA

October 13, 2020

TO: The Honorable Mayor and City Council

SUBJECT: Halloween-Themed Events

INTRODUCTION

This year, in place of Lakewood's storied Halloween carnivals, the City of Lakewood will offer several alternatives to help residents celebrate the spooky holiday. A series of drive-in movies at Lakewood Center are slated for Fridays, October 23 and 30 and Saturday, October 31. On Saturday, October 24 a drive-thru pumpkin patch and treat bag distribution is also scheduled to take place at Lakewood Center. In addition to these scheduled events, residents can participate in a fun and "Spooktacular" Halloween Photo Contest over the Halloween weekend.

STATEMENT OF FACT

The City of Lakewood has fostered celebration of Halloween since 1956 when Mayfair Park hosted the first city-wide carnival. Due to the COVID-19 pandemic, Halloween carnivals are not presently permitted by the Los Angeles County Department of Public Health (Public Health), therefore the Recreation and Community Services Department created several safe alternatives within Public Health guidelines.

The first newly created Halloween event is a series of drive-in movies at Lakewood Center. The opening movie is scheduled on Friday, October 23, featuring the *Addams Family* (2019), followed by *Beetlejuice* on Friday, October 30, and concluding with *Casper* on Saturday, October 31. The movies will begin at 7 p.m. with car staging beginning at 6 p.m. All 100 cars – the maximum capacity of vehicles for each movie - will receive a free goody bag to enjoy. Goody bags are sponsored by community organizations including the Lakewood Lions Club and the Lakewood Family YMCA.

Secondly, the city has partnered with Lakewood Center, Assembly Member Anthony Rendon, the Lakewood Family YMCA and Rotary Club of Lakewood to present a drive-thru pumpkin patch and Halloween treat bag distribution event on Saturday, October 24, at Lakewood Center. Participants will drive through a maze of unique Halloween themed displays put together by city staff at recreation facilities and volunteers from the event partners. Themes for each display are listed below:

- Welcome/Check-in – Burns Community Center
- Looney Toons – Biscailuz Park
- Finding Nemo – Bolivar Park
- Jack O'Lanterns – Lakewood Center

- Onward – Mayfair Park
- Despicable Me – San Martin Park
- Pirates – Lakewood Family YMCA
- Scooby Doo – Del Valle Park
- Haunted Halloween – Mae Boyar Park
- Pet Cemetery – Rotary Club of Lakewood
- Trolls 2 – Bloomfield Park
- DC vs. Marvel – Palms Park
- TBD – Lakewood Lions Club
- Red Ribbon/Treat Bag – Weingart Senior Center
- Pumpkin Patch –Assembly Member Anthony Rendon

Each family will receive one pumpkin and one treat bag for each child in the car at the conclusion of the maze. Registration is limited to the first 1,000 and only one vehicle per family per household may sign up.

Lastly, Lakewood residents can participate in a fun “Spooktacular” Halloween Photo Contest via email at lakewoodfun@lakewoodcity.org and on Instagram at #LakewoodFun. Entries may be submitted between Friday, October 30 and Sunday, November 1. The photo contest invites costumed participants to submit photos in the following categories: spookiest, most original, grandparent/grandchild duo, and best dressed pet. For those not dressing up, a best decorated house contest and a pumpkin carving contest are available. Prizes will be awarded to the top winners in each category. There is no entry limit, but only one winner may be selected per household, per category and only Lakewood residents are eligible to receive a prize.

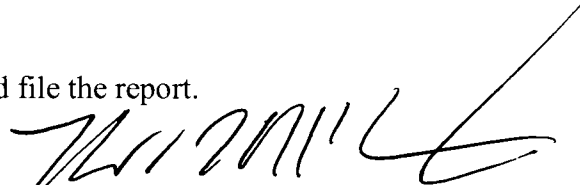
SUMMARY

Offering safe alternatives for celebrating Halloween maintains Lakewood’s tradition of hosting Halloween themed events. As in year’s past, marketing of Halloween events will inform residents of the alternatives to celebrating Halloween amid the current COVID-19 pandemic.

RECOMMENDATION

Staff recommends the mayor and City Council receive and file the report.

Valarie Frost, Director 
Recreation and Community Services


Thaddeus McCormack
City Manager

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

Item 3.4 – Report on Community Dialogue
will be an oral presentation.