

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

August 14, 2018, 7:30 p.m.

**CALL TO ORDER**

**INVOCATION:** Pastor Tim Buzbee, Life Center Church

**PLEDGE OF ALLEGIANCE:** Boy Scout Troop 140

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

**ANNOUNCEMENTS AND PRESENTATIONS:**

Presentation by Girl Scout Troop 4893 Regarding Pet Adoption

**ROUTINE ITEMS:**

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

- RI-1 MEETING MINUTES - Staff recommends City Council approve minutes of the meetings of June 26, 2018.
- 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 REPORT OF CITY COUNCIL COMMITTEES' ACTIVITIES - Staff recommends City Council approve report of City Council Committees' activities.
- RI-5 MEETING REPORTS AND AUTHORIZATIONS PURSUANT TO AB1234 - Staff recommends City Council approve meeting reports and authorizations.
- RI-6 MONTHLY REPORT OF INVESTMENT TRANSACTIONS -Staff recommends City Council approve monthly report of investment transactions for June 2018.
- RI-7 QUARTERLY SCHEDULE OF INVESTMENTS - Staff recommends City Council approve quarterly schedule of investments.
- RI-8 RESOLUTIONS OF DESTRUCTION FOR OBSOLETE CITY RECORDS MORE THAN TWO YEARS OLD IN ACCORDANCE WITH STATE LAW, RESOLUTIONS NO. 2018-43 THROUGH NO. 2018-50 - Staff recommends City Council adopt proposed resolutions.

## **City Council Agenda**

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

RI-9 INSTALLATION OF DISABLED PARKING SPACE AT 11703 WALCROFT STREET, RESOLUTION NO. 2018-51 - Staff recommends City Council adopt proposed resolution.

RI-10 ESTABLISHING EMPLOYEE BENEFITS, DEFINING CONDITIONS AND HOURS OF EMPLOYMENT AND ADOPTING A CLASSIFICATION AND COMPENSATION PLAN FOR CITY OFFICERS AND EMPLOYEES; RESOLUTION NO. 2018-52 - Staff recommends City Council adopt proposed resolution.

RI-11 ADDING A JOB CLASSIFICATION TO SCHEDULE B OF RESOLUTION NO. 2018-38 PERTAINING TO HOURLY-RATED PART-TIME EMPLOYEES AND ENACTING A PERSONNEL RESOLUTION ESTABLISHING THE COMPENSATION, RULES AND REGULATIONS PERTAINING TO HOURLY-RATED PART-TIME EMPLOYEES, RESOLUTION NO. 2018-53 - Staff recommends City Council adopt proposed resolutions.

RI-12 SALE OF FORMER SKY KNIGHT HELICOPTER - Staff recommends City Council approve the sale of the surplus Schweizer helicopter to Oklahoma Helicopter for \$119,000 and authorize staff to complete the sale and delivery.

RI-13 PURCHASE TWO 2019 DASH BUSES - Staff recommends City Council authorize purchase of two El Dorado-Aerotech buses from Creative Bus Sales at a contract price of \$174,074.42 utilizing Proposition A Transportation Funds.

### **PUBLIC HEARINGS:**

1.1 REPORT OF DELINQUENT FEES FOR GARBAGE, WASTE AND REFUSE COLLECTION AND DISPOSAL, RESOLUTION NO. 2018-54 - Staff recommends City Council hold a public hearing, consider report of delinquent fees and adopt proposed resolution.

1.2 APPEAL OF DECISION OF THE PLANNING AND ENVIRONMENT COMMISSION REGARDING CONDITIONAL USE PERMIT NO. 939, 4125 SOUTH STREET, RESOLUTION NO. 2018-55 - Staff recommends City Council hold a public hearing, consider actions pertaining to CUP 939 and adopt proposed resolution.

1.3 ORDINANCE NO. 2018-2; AMENDING THE LAKEWOOD MUNICIPAL CODE AND THE ZONING ORDINANCE PERTAINING TO STANDARDS FOR ACCESSORY DWELLING UNITS (ADU'S) - Staff recommends City Council hold a public hearing and introduce proposed ordinance to establish standards and regulations for accessory dwelling units along with related Categorical Exemption.

1.4 ORDINANCE NO. 2018-3; AMENDING ARTICLE IX OF THE LAKEWOOD MUNICIPAL CODE PERTAINING TO NON-FREESTANDING IDENTIFICATION SIGNS FOR BUILDINGS IN THE C-4 (GENERAL COMMERCIAL), M-1 (LIGHT MANUFACTURING), AND M-2 (HEAVY MANUFACTURING) ZONES - Staff recommends City Council hold a public hearing and introduce proposed ordinance and adopt the related Categorical Exemption.

1.5 CONGESTION MANAGEMENT PROGRAM CONFORMANCE SELF-CERTIFICATION PROCESS, RESOLUTION NO. 2018-56 - Staff recommends City Council hold a public hearing and adopt proposed resolution.

## **City Council Agenda**

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### **REPORTS:**

- 3.1 SERVICE REQUEST AND CODE ENFORCEMENT CASE MANAGEMENT SYSTEM AGREEMENT - Staff recommends City Council approve agreement for Service Request and Code Enforcement Case Management System with GOGovApps, Inc. in an amount not to exceed \$29,500.

### **AGENDA**

#### **LAKEWOOD HOUSING SUCCESSOR AGENCY**

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

### **ORAL COMMUNICATIONS:**

### **ADJOURNMENT**

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

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

# Routine Items

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

# DIVIDER SHEET

**COUNCIL AGENDA**

August 14, 2018

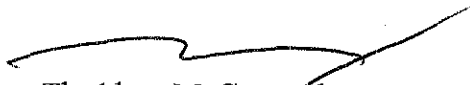
**TO:** The Honorable Mayor and City Council**SUBJECT:** Report of Personnel Transactions

<u>Name</u>	<u>Title</u>	<u>Schedule</u>	<u>Effective Date</u>
<b>1. FULL-TIME EMPLOYEES</b>			
<b>A. Appointments</b> Matthew Perea	Community Services Supervisor	24B	07/15/2018
<b>B. Changes</b> Jason Hammer	Senior Water Utility Worker Pump Station Operator	15A to 18A	07/29/2018
Dana Landan	Skilled Trades Worker Maintenance Carpenter	13A to 16A	07/15/2018
Robert Tovar	Water Utility Worker Senior Water Utility Worker	12A to 15A	07/29/2018
Michelle Williams	Administrative Clerk Administrative Secretary	08A 15A	07/29/2018
<b>C. Separations</b> None			
<b>2. PART-TIME EMPLOYEES</b>			
<b>A. Appointments</b> None			
<b>B. Changes</b> Tiffany Bullock	Community Services Leader IV Community Services Leader III	B to B	07/29/2018
Jose Cervantes	Maintenance Services Aide I Maintenance Services Aide II	B to B	07/15/2018
John Dumandan	Maintenance Trainee I Maintenance Trainee II	B to B	07/01/2018
Orlando Gallardo	Maintenance Services Aide II Maintenance Services Aide III	B to B	07/15/2018

Jose Guzman	Aquatics Specialist III Aquatics Specialist IV	B to B	07/15/2018
Ann Moloney	Support Services Clerk II Support Services Clerk III	B to B	07/01/2018
Romaldo Perez	Maintenance Services Aide III Maintenance Services Aide IV	B to B	07/15/2018

**C. Separations**

Art De La Rosa	Maintenance Services Aide II	B	07/14/2018
Gerald Eberly	Paratransit Vehicle Operator IV	B	07/25/2018
Ivan Hernandez	Graphic Design Aide	B	07/17/2018
Dion Holston	Maintenance Services Aide II	B	07/11/2018
Casey Willingham	Maintenance Services Aide II	B	07/05/2018



Thaddeus McCormack  
City Manager



# DIVIDER SHEET

**CITY OF LAKEWOOD  
FUND SUMMARY 7/12/2018**

In accordance with section 2521 of the Lakewood Municipal Code there is presented herewith a summary of obligations to be paid by voucher 88349 through 88501. Each of the following demands has been audited by the Director of Administrative Services and approved by the City Manager.

1010	GENERAL FUND	568,637.55
1030	CDBG CURRENT YEAR	1,958.33
1050	COMMUNITY FACILITY	4,066.20
3001	CAPITAL IMPROV PROJECT FUND	31,757.72
3060	PROPOSITION "A"	14,718.00
5010	GRAPHICS AND COPY CENTER	2,541.49
5020	CENTRAL STORES	365.64
5030	FLEET MAINTENANCE	1,158.13
7500	WATER UTILITY FUND	541,851.33
8030	TRUST DEPOSIT	300.00
		<hr/>
		<b>1,167,354.39</b>

Council Approval

\_\_\_\_\_  
Date

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

Attest

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

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

# CITY OF LAKEWOOD

## SUMMARY CHECK REGISTER

CHECK #	CHECK DATE	VEND #	VENDOR NAME	GROSS	DISC.	CHECK AMOUNT
88349	07/12/2018	61307	PERRIS FENCE & SUPPLY	862.57	0.00	862.57
88350	07/12/2018	2701	AIRE RITE A/C & REFRIGERATION INC	6,622.11	0.00	6,622.11
88351	07/12/2018	4551	ACCOUNTING PRINCIPALS. INC	550.00	0.00	550.00
88352	07/12/2018	36885	SPCLTY ALLIED MUFFLER OF BELLFLOWER	175.93	0.00	175.93
88353	07/12/2018	1700	ALLIED REFRIGERATION INC	2,145.23	0.00	2,145.23
88354	07/12/2018	4684	AMAZON.COM LLC	1,148.02	0.00	1,148.02
88355	07/12/2018	4878	B.R. BREWER SIGN & GRAPHICS	758.84	0.00	758.84
88356	07/12/2018	5026	BARRON. MARK MAURICE	200.00	0.00	200.00
88357	07/12/2018	39123	BACKFLOW APPARATUS & VALUE COMPANY	378.16	0.00	378.16
88358	07/12/2018	59748	BIG STUDIO INC	2,166.78	0.00	2,166.78
88359	07/12/2018	5132	CALIFORNIA COMMERCIAL POOLS. INC.	8,478.75	0.00	8,478.75
88360	07/12/2018	7800	CERRITOS CITY	616.25	0.00	616.25
88361	07/12/2018	51331	CERRITOS POOL SUPPLY	185.71	0.00	185.71
88362	07/12/2018	59274	CERTIFIED PLANT GROWERS INC	139.89	0.00	139.89
88363	07/12/2018	64932	CJ CONSTRUCTION INC	9,000.00	0.00	9,000.00
88364	07/12/2018	3778	COMMERCIAL AOUATIC SERVICES INC	6,200.86	0.00	6,200.86
88365	07/12/2018	53451	COMMUNITY FAMILY GUIDANCE CTR	750.00	0.00	750.00
88366	07/12/2018	4996	CONSOLIDATED ELECTRICAL DISTRIBUTORS. INC	5,433.89	0.00	5,433.89
88367	07/12/2018	59607	DANGELO COMPANY	8,769.08	0.00	8,769.08
88368	07/12/2018	10475	DU BOIS. DIANE	253.21	0.00	253.21
88369	07/12/2018	5140	ENDRESS & HAUSER INC.	1,311.84	0.00	1,311.84
88370	07/12/2018	4411	EPOWER NETWORK INC	630.72	0.00	630.72
88371	07/12/2018	5030	FATHOM WATER MANAGEMENT INC.	417,725.44	0.00	417,725.44
88372	07/12/2018	63519	FLUE STEAM INC	303.40	0.00	303.40
88373	07/12/2018	5006	FREMONTIA HORTICULTURAL. INC	350.40	0.00	350.40
88374	07/12/2018	4884	FRONTIER CALIFORNIA INC.	2,526.75	0.00	2,526.75
88375	07/12/2018	4955	G2 CONSTRUCTION INC	32,000.00	0.00	32,000.00
88376	07/12/2018	3188	GALLS LLC/OUARTEMASTER LLC	598.44	0.00	598.44
88377	07/12/2018	3820	PLAYCORE WISCONSIN INC	2,211.69	0.00	2,211.69
88378	07/12/2018	59433	GANAHL LUMBER COMPANY	34.99	0.00	34.99
88379	07/12/2018	3346	HAMMER. JASON	122.00	0.00	122.00
88380	07/12/2018	4910	HARDY. CHARLES G INC	149.34	0.00	149.34
88381	07/12/2018	42031	HOME DEPOT	1,668.82	0.00	1,668.82
88382	07/12/2018	3959	HORIZON MECHANICAL CONTRACTORS	870.00	0.00	870.00
88383	07/12/2018	41897	HOSE-MAN THE	162.77	0.00	162.77
88384	07/12/2018	5031	HSU. THOMAS	169.00	0.00	169.00
88385	07/12/2018	65891	HUMAN SERVICES ASSOCIATION	458.33	0.00	458.33
88386	07/12/2018	4622	JHM SUPPLY INC	868.95	0.00	868.95
88387	07/12/2018	59873	JJS PALOMO'S STEEL INC	696.24	0.00	696.24
88388	07/12/2018	4755	JOHNSON. APRIL	145.06	0.00	145.06
88389	07/12/2018	18550	LAKEWOOD. CITY OF	990.00	0.00	990.00
88390	07/12/2018	18400	LAKEWOOD. CITY WATER DEPT	55,329.47	0.00	55,329.47
88391	07/12/2018	43017	LARSEN. DEBRA	323.88	0.00	323.88
88392	07/12/2018	2409	LIFTECH ELEVATOR SERVICES INC	522.00	0.00	522.00

# CITY OF LAKEWOOD

## SUMMARY CHECK REGISTER

CHECK #	CHECK DATE	VEND #	VENDOR NAME	GROSS	DISC.	CHECK AMOUNT
88393	07/12/2018	3564	LONG BEACH. CITY OF	544.13	0.00	544.13
88394	07/12/2018	45069	LOS ANGELES CO/DEPT PW BLDG SVCS	62,595.94	0.00	62,595.94
88395	07/12/2018	36844	LA COUNTY DEPT OF PUBLIC WORKS	13,324.65	0.00	13,324.65
88396	07/12/2018	59113	MACRO AUTOMATICS	8,802.00	0.00	8,802.00
88397	07/12/2018	4482	MALTY INTERNATIONAL GROUP INC	46.29	0.00	46.29
88398	07/12/2018	52588	MILLER DON & SONS	1,572.96	0.00	1,572.96
88399	07/12/2018	4443	O'REILLY AUTOMOTIVE STORES INC	14.17	0.26	13.91
88400	07/12/2018	47554	OFFICE DEPOT BUSINESS SVCS	271.80	0.00	271.80
88401	07/12/2018	4909	ORANGE CO CIRCUIT BREAKERS. INC.	317.86	0.00	317.86
88402	07/12/2018	3940	ORANGE COUNTY TANK TESTING INC	550.73	0.00	550.73
88403	07/12/2018	35124	PARAMOUNT SAW CORP	318.91	0.00	318.91
88404	07/12/2018	50512	PATHWAYS VOLUNTEER HOSPICE	750.00	0.00	750.00
88405	07/12/2018	4719	JOYCE LOU. INC.	1,263.50	0.00	1,263.50
88406	07/12/2018	5019	WGJ ENTERPRISES. INC.	6,874.01	0.00	6,874.01
88407	07/12/2018	1615	PFM ASSET MANAGEMENT LLC	3,090.63	0.00	3,090.63
88408	07/12/2018	64796	OUARTO. ROBERT	257.33	0.00	257.33
88409	07/12/2018	65297	S.T.E.A.M.	14,993.40	0.00	14,993.40
88410	07/12/2018	5044	SHARP ELECTRONICS CORPORATION	2,541.49	0.00	2,541.49
88411	07/12/2018	62286	J R SIMPLOT COMPANY	1,686.30	0.00	1,686.30
88412	07/12/2018	52279	SMART & FINAL INC	1,289.40	0.00	1,289.40
88413	07/12/2018	26900	SO CALIF SECURITY CENTERS INC	57.78	0.00	57.78
88414	07/12/2018	29400	SOUTHERN CALIFORNIA EDISON CO	26,396.75	0.00	26,396.75
88415	07/12/2018	37930	STANDARD INSURANCE CO UNIT 22	2,482.50	0.00	2,482.50
88416	07/12/2018	37930	STANDARD INSURANCE CO UNIT 22	9,585.03	0.00	9,585.03
88417	07/12/2018	4581	STEIN. ANDREW T	5,533.36	0.00	5,533.36
88418	07/12/2018	2995	STRICTLY BACKFLOW INC	765.00	0.00	765.00
88419	07/12/2018	5137	TECHNISOIL GLOBAL INC.	550.00	0.00	550.00
88420	07/12/2018	59212	TETRA TECH INC	8,200.00	0.00	8,200.00
88421	07/12/2018	2372	TGIS CATERING SVCS INC	600.87	0.00	600.87
88422	07/12/2018	5142	THE PUBLIC RESTROOM COMPANY	116,187.00	0.00	116,187.00
88423	07/12/2018	4873	TRANSAMERICA LIFE INSURANCE COMPANY	2,254.10	0.00	2,254.10
88424	07/12/2018	47854	TRUESDAIL LABORATORIES INC	2,720.50	0.00	2,720.50
88425	07/12/2018	3733	TT TECHNOLOGIES. INC.	1,321.92	0.00	1,321.92
88426	07/12/2018	57989	U S BANK	3,467.00	0.00	3,467.00
88427	07/12/2018	35089	UNDERGROUND SERVICE ALERT	138.70	0.00	138.70
88428	07/12/2018	49848	USA BLUE BOOK A DIVISION OF	223.38	0.00	223.38
88429	07/12/2018	4907	VARSITY BRANDS HOLDING CO INC	512.46	0.00	512.46
88430	07/12/2018	64652	CELLCO PARTNERSHIP	250.80	0.00	250.80
88431	07/12/2018	3134	VIRTUAL GRAFFITI INC	1,965.53	0.00	1,965.53
88432	07/12/2018	33200	WALTERS WHOLESALE ELECTRIC CO	199.78	0.00	199.78
88433	07/12/2018	61019	CHRISTMAN WILLIAM B	175.00	0.00	175.00
88434	07/12/2018	3943	WATERLINE TECHNOLOGIES INC	1,612.71	0.00	1,612.71
88435	07/12/2018	17640	WAXIE ENTERPRISES INC	234.46	0.00	234.46
88436	07/12/2018	62628	WELLS C. PIPELINE MATERIALS	363.12	0.00	363.12

# CITY OF LAKEWOOD

## SUMMARY CHECK REGISTER

CHECK #	CHECK DATE	VEND #	VENDOR NAME	GROSS	DISC.	CHECK AMOUNT
88437	07/12/2018	4501	WEST COAST SAND AND GRAVEL. INC.	602.49	0.00	602.49
88438	07/12/2018	35146	WILLDAN ASSOCIATES	31,366.34	0.00	31,366.34
88439	07/12/2018	5149	ADVANCED FLIGHT	565.00	0.00	565.00
88440	07/12/2018	3876	ALCANTAR. GILBERT	275.00	0.00	275.00
88441	07/12/2018	860	ALLIANT INSURANCE SERVICES	5,741.00	0.00	5,741.00
88442	07/12/2018	860	ALLIANT INSURANCE SERVICES	16,910.00	0.00	16,910.00
88443	07/12/2018	50841	AWWA CA-NV SECTION	390.00	0.00	390.00
88444	07/12/2018	5026	BARRON. MARK MAURICE	1,375.00	0.00	1,375.00
88445	07/12/2018	5026	BARRON. MARK MAURICE	1,375.00	0.00	1,375.00
88446	07/12/2018	51721	C A P I O	225.00	0.00	225.00
88447	07/12/2018	7600	CENTRAL BASIN WATER ASSN	4,766.00	0.00	4,766.00
88448	07/12/2018	45894	CINTAS CORPORATION	54.41	0.00	54.41
88449	07/12/2018	59434	CONTRACT LAW FUND	25.00	0.00	25.00
88450	07/12/2018	4975	AIRLINE MEDIA PRODUCTIONS. INC.	450.00	0.00	450.00
88451	07/12/2018	4498	DELTA DENTAL INSURANCE COMPANY	1,296.07	0.00	1,296.07
88452	07/12/2018	56889	DELTA DENTAL OF CALIFORNIA	7,773.12	0.00	7,773.12
88453	07/12/2018	42248	DISNEYLAND RESORT TICKET	14,000.00	0.00	14,000.00
88454	07/12/2018	58692	GATEWAY CITIES COUNCIL OF GOV'TS	24,150.00	0.00	24,150.00
88455	07/12/2018	2551	GOV'T FINANCE OFFICERS ASSOC	50.00	0.00	50.00
88456	07/12/2018	49843	INOUE. MICHAEL JOHN	143.00	0.00	143.00
88457	07/12/2018	18550	LAKEWOOD. CITY OF	100.00	0.00	100.00
88458	07/12/2018	19450	LEAGUE OF CALIFORNIA CITIES	1,412.25	0.00	1,412.25
88459	07/12/2018	41075	LERN	395.00	0.00	395.00
88460	07/12/2018	44733	LIEBERT CASSIDY WHITMORE	3,775.00	0.00	3,775.00
88461	07/12/2018	271	LOS ANGELES CO DEPT OF HEALTH SVCS	4,758.00	0.00	4,758.00
88462	07/12/2018	4643	BRODERICK JAY	549.25	0.00	549.25
88463	07/12/2018	58414	MANAGED HEALTH NETWORK	342.76	0.00	342.76
88464	07/12/2018	4190	NATIONAL UNION FIRE INSURANCE CO	625.59	0.00	625.59
88465	07/12/2018	4443	O'REILLY AUTOMOTIVE STORES INC	98.57	1.81	96.76
88466	07/12/2018	4797	PASCAL & LUDWIG CONSTRUCTORS	74,271.25	0.00	74,271.25
88467	07/12/2018	5039	PHAIRAS. MATT	1,200.00	0.00	1,200.00
88468	07/12/2018	63364	REEVES NORM HONDA	72.27	0.00	72.27
88469	07/12/2018	29300	S C A G	7,794.00	0.00	7,794.00
88470	07/12/2018	1841	SAFETY DRIVER'S ED. LLC	87.75	0.00	87.75
88471	07/12/2018	4761	SANCHEZ. EUGENE	400.00	0.00	400.00
88472	07/12/2018	3086	SCHICORA. MICHAEL	117.70	0.00	117.70
88473	07/12/2018	89	SHAKESPEARE BY THE SEA	1,200.00	0.00	1,200.00
88474	07/12/2018	4618	SIMONE. DEAN	1,200.00	0.00	1,200.00
88475	07/12/2018	3186	CORAL BAY HOME LOANS	442.00	0.00	442.00
88476	07/12/2018	4026	SPASEFF TED C	400.00	0.00	400.00
88477	07/12/2018	4201	AUDIO MESSAGING SOLUTIONS LLC	247.51	0.00	247.51
88478	07/12/2018	44104	STATE WATER RESOURCES CONTROL BOARD	60.00	0.00	60.00
88479	07/12/2018	59852	OAKSTONE PUBLISHING LLC	1,372.82	0.00	1,372.82
88480	07/12/2018	66245	TYLER TECHNOLOGIES MUNIS DIVISION	27,312.63	0.00	27,312.63

# CITY OF LAKEWOOD

## SUMMARY CHECK REGISTER

CHECK #	CHECK DATE	VEND #	VENDOR NAME	GROSS	DISC.	CHECK AMOUNT
88481	07/12/2018	57989	U S BANK	1,833.00	0.00	1,833.00
88482	07/12/2018	64024	U S POSTAL SERVICE	5,992.27	0.00	5,992.27
88483	07/12/2018	54727	UNIVERSAL STUDIOS LLP	10,950.00	0.00	10,950.00
88484	07/12/2018	3134	VIRTUAL GRAFFITI INC	1,313.81	0.00	1,313.81
88485	07/12/2018	57135	VISION SERVICE PLAN	4,565.49	0.00	4,565.49
88486	07/12/2018	7400	WATER REPLENISHMENT DISTRICT OF	16,758.22	0.00	16,758.22
88487	07/12/2018	1939	WAYNE HARMEIER INC	147.83	0.00	147.83
88488	07/12/2018	4447	SAN BERNARDINO CO HUMAN RESOURCES	1,800.00	0.00	1,800.00
88489	07/12/2018	3699	BRENT. ALEXUS	250.00	0.00	250.00
88490	07/12/2018	3699	DAVIS. CAROLYN	100.00	0.00	100.00
88491	07/12/2018	3699	FAWCETT. WHANITA	250.00	0.00	250.00
88492	07/12/2018	3699	HENDERSON. CARRIE	96.00	0.00	96.00
88493	07/12/2018	3699	JARRETT. GEORGE	24.00	0.00	24.00
88494	07/12/2018	3699	LAKEWOOD HIGH SCHOOL ALUMNI	250.00	0.00	250.00
88495	07/12/2018	3699	MEZA. ESTRELLA	300.00	0.00	300.00
88496	07/12/2018	3699	MEZA. ZACHARY	122.00	0.00	122.00
88497	07/12/2018	3699	MUGISA. HELLEN	79.00	0.00	79.00
88498	07/12/2018	3699	PAZDERNIK. CASSANDRA	100.00	0.00	100.00
88499	07/12/2018	3699	ROSSON. MARIE	250.00	0.00	250.00
88500	07/12/2018	3699	SPIEGEL. FRANK	250.00	0.00	250.00
88501	07/12/2018	3699	WILSON. SHARNICE	250.00	0.00	250.00
<b>Totals:</b>				<u>1,167,356.46</u>	<u>2.07</u>	<u>1,167,354.39</u>

**CITY OF LAKEWOOD  
FUND SUMMARY 7/19/2018**

In accordance with section 2521 of the Lakewood Municipal Code there is presented herewith a summary of obligations to be paid by voucher 88502 through 88631. Each of the following demands has been audited by the Director of Administrative Services and approved by the City Manager.

1010	GENERAL FUND	308,345.04
1020	CABLE TV	325.00
1030	CDBG CURRENT YEAR	4,635.13
1050	COMMUNITY FACILITY	15,635.76
1070	RETIREE BENEFITS	160.13
1621	LA CNTY MEASURE R	17,463.75
3060	PROPOSITION "A"	5,982.52
3070	PROPOSITION "C"	1,769.08
5010	GRAPHICS AND COPY CENTER	3,724.47
5020	CENTRAL STORES	4,323.35
5030	FLEET MAINTENANCE	5,687.30
6020	GEOGRAPHIC INFORMATION SYSTEM	1,320.00
7500	WATER UTILITY FUND	286,908.37
8020	LOCAL REHAB LOAN	10,229.12
8030	TRUST DEPOSIT	2,460.00
		<hr/>
		<b>668,969.02</b>

Council Approval

\_\_\_\_\_  
Date

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

Attest

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

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

# CITY OF LAKEWOOD

## SUMMARY CHECK REGISTER

CHECK #	CHECK DATE	VEND #	VENDOR NAME	GROSS	DISC.	CHECK AMOUNT
88502	07/19/2018	4113	SHAKER NERMINE	3,500.00	0.00	3,500.00
88503	07/19/2018	61142	ADAMS-HILLERY SHARRON	3,010.13	0.00	3,010.13
88504	07/19/2018	2701	AIRE RITE A/C & REFRIGERATION INC	3,461.29	0.00	3,461.29
88505	07/19/2018	1700	ALLIED REFRIGERATION INC	76.87	0.00	76.87
88506	07/19/2018	4050	B&K ELECTRIC WHOLESALE	104.82	0.00	104.82
88507	07/19/2018	1935	BREA. CITY OF	41,481.00	0.00	41,481.00
88508	07/19/2018	48469	BURWELL MICHAEL RAY	1,860.00	0.00	1,860.00
88509	07/19/2018	59955	CALIFORNIA ELECTRIC SUPPLY CO	267.27	0.00	267.27
88510	07/19/2018	7800	CERRITOS CITY	4,862.00	0.00	4,862.00
88511	07/19/2018	51331	CERRITOS POOL SUPPLY	50.59	0.00	50.59
88512	07/19/2018	3778	COMMERCIAL AOUATIC SERVICES INC	310.00	0.00	310.00
88513	07/19/2018	4519	CRAFCO. INC.	495.65	0.00	495.65
88514	07/19/2018	4876	CREATE A PARTY INC.	3,136.64	0.00	3,136.64
88515	07/19/2018	62407	CRN AM CAR WASH INC.	102.00	0.00	102.00
88516	07/19/2018	4043	DIAMOND ENVIRONMENTAL SERVICES LP	4,693.63	0.00	4,693.63
88517	07/19/2018	27200	DICKSON R F CO INC	42,914.79	0.00	42,914.79
88518	07/19/2018	4606	EXCALIBER ENGINEERING INC	693.00	0.00	693.00
88519	07/19/2018	3820	PLAYCORE WISCONSIN INC	818.40	0.00	818.40
88520	07/19/2018	34845	GLASBY MAINTENANCE SUPPLY CO	150.78	0.00	150.78
88521	07/19/2018	4483	GREENFIX AMERICA. LLC	465.00	0.00	465.00
88522	07/19/2018	4886	GROH. MARK LEE	200.00	0.00	200.00
88523	07/19/2018	4910	HARDY. CHARLES G INC	479.61	0.00	479.61
88524	07/19/2018	34354	HI-WAY SAFETY RENTALS INC	2,100.00	0.00	2,100.00
88525	07/19/2018	42031	HOME DEPOT	311.61	0.00	311.61
88526	07/19/2018	36589	IMMEDIATE MEDICAL CARE	40.00	0.00	40.00
88527	07/19/2018	59873	JJS PALOMO'S STEEL INC	17.53	0.00	17.53
88528	07/19/2018	63573	KDC INC	4,317.00	0.00	4,317.00
88529	07/19/2018	4668	SALES. KEVIN DBA	2,460.00	0.00	2,460.00
88530	07/19/2018	53311	LAKESWOOD MEALS ON WHEELS	875.00	0.00	875.00
88531	07/19/2018	43017	LARSEN. DEBRA	291.34	0.00	291.34
88532	07/19/2018	60828	LIGHTING RESOURCES LLC	553.34	0.00	553.34
88533	07/19/2018	19710	LINCOLN EQUIPMENT INC	3,420.21	0.00	3,420.21
88534	07/19/2018	45069	LOS ANGELES CO/DEPT PW BLDG SVCS	67,912.17	0.00	67,912.17
88535	07/19/2018	36844	LA COUNTY DEPT OF PUBLIC WORKS	3,449.78	0.00	3,449.78
88536	07/19/2018	23130	MC MASTER-CARR SUPPLY CO	110.86	0.00	110.86
88537	07/19/2018	52588	MILLER DON & SONS	602.53	0.00	602.53
88538	07/19/2018	615	MUNI SERVICES LLC	3,560.10	0.00	3,560.10
88539	07/19/2018	4443	O'REILLY AUTOMOTIVE STORES INC	21.88	0.40	21.48
88540	07/19/2018	47554	OFFICE DEPOT BUSINESS SVCS	368.70	0.00	368.70
88541	07/19/2018	4909	ORANGE CO CIRCUIT BREAKERS. INC.	100.00	0.00	100.00
88542	07/19/2018	450	PACIFIC EH & S SERVICES INC	1,792.00	0.00	1,792.00
88543	07/19/2018	63708	DY-JO CORPORATION	225.00	0.00	225.00
88544	07/19/2018	50512	PATHWAYS VOLUNTEER HOSPICE	750.00	0.00	750.00
88545	07/19/2018	4330	RON'S MAINTENANCE INC	448.00	0.00	448.00



# CITY OF LAKEWOOD

## SUMMARY CHECK REGISTER

CHECK #	CHECK DATE	VEND #	VENDOR NAME	GROSS	DISC.	CHECK AMOUNT
88546	07/19/2018	4956	ROSS AVIATION INVESTMENT. LLC	4,858.95	0.00	4,858.95
88547	07/19/2018	418	SAFETYLINE INC	428.61	0.00	428.61
88548	07/19/2018	360	SATELLITE PHONE STORE	937.02	0.00	937.02
88549	07/19/2018	240	SGS TESTCOM	11.96	0.00	11.96
88550	07/19/2018	52279	SMART & FINAL INC	251.03	0.00	251.03
88551	07/19/2018	26900	SO CALIF SECURITY CENTERS INC	12.61	0.00	12.61
88552	07/19/2018	5135	SOLID SURFACE CARE. INC.	2,180.00	0.00	2,180.00
88553	07/19/2018	29400	SOUTHERN CALIFORNIA EDISON CO	66,186.23	0.00	66,186.23
88554	07/19/2018	29500	SOUTHERN CALIFORNIA GAS CO	5,295.22	0.00	5,295.22
88555	07/19/2018	4026	SPASEFF TED C	425.00	0.00	425.00
88556	07/19/2018	37930	STANDARD INSURANCE CO UNIT 22	100.00	0.00	100.00
88557	07/19/2018	2559	STANLEY CONVERGENT SECURITY	471.00	0.00	471.00
88558	07/19/2018	4581	STEIN. ANDREW T	4,715.60	0.00	4,715.60
88559	07/19/2018	60685	TURF STAR	173.67	0.00	173.67
88560	07/19/2018	5028	UNISAFE INC.	173.55	0.00	173.55
88561	07/19/2018	7400	WATER REPLENISHMENT DISTRICT OF	262,283.22	0.00	262,283.22
88562	07/19/2018	17640	WAXIE ENTERPRISES INC	440.74	0.00	440.74
88563	07/19/2018	62628	WELLS C. PIPELINE MATERIALS	438.00	0.00	438.00
88564	07/19/2018	4905	WEN. JASON	323.21	0.00	323.21
88565	07/19/2018	40925	WEST COAST ARBORISTS INC	9,982.00	0.00	9,982.00
88566	07/19/2018	37745	WESTERN EXTERMINATOR CO	50.50	0.00	50.50
88567	07/19/2018	2279	AMERICAN PACIFIC PRINTERS COLLEGES	12,908.94	0.00	12,908.94
88568	07/19/2018	35146	WILLDAN ASSOCIATES	17,463.75	0.00	17,463.75
88569	07/19/2018	4837	XEROX CORPORATION	3,724.47	0.00	3,724.47
88570	07/19/2018	4551	ACCOUNTING PRINCIPALS. INC	550.00	0.00	550.00
88571	07/19/2018	45721	AMERICAN PUBLIC WORKS ASSOCIATION	245.00	0.00	245.00
88572	07/19/2018	4126	AUTOZONE PARTS INC	140.00	0.00	140.00
88573	07/19/2018	443	B&M LAWN AND GARDEN INC	45.62	0.00	45.62
88574	07/19/2018	5026	BARRON. MARK MAURICE	1,375.00	0.00	1,375.00
88575	07/19/2018	52244	BELLFLOWER. CITY OF	600.00	0.00	600.00
88576	07/19/2018	42144	BROEKER. CANDACE	16.25	0.00	16.25
88577	07/19/2018	307	CALIF. STATE DISBURSEMENT UNIT	319.06	0.00	319.06
88578	07/19/2018	53983	CALIF STATE FRANCHISE TAX BOARD	96.00	0.00	96.00
88579	07/19/2018	5164	CALIFORNIA SCIENCE CENTER FOUNDATION	25.00	0.00	25.00
88580	07/19/2018	59434	CONTRACT LAW FUND	25.00	0.00	25.00
88581	07/19/2018	4348	D&J INTERNATIONAL INC	2,682.75	0.00	2,682.75
88582	07/19/2018	4442	DANIEL'S TIRE SERVICE INC	1,211.45	0.00	1,211.45
88583	07/19/2018	60826	ECS IMAGING INC	10,667.00	0.00	10,667.00
88584	07/19/2018	5020	ENCORE WELLNESS. LLC	44.80	0.00	44.80
88585	07/19/2018	4435	ELLIOTT AUTO SUPPLY COMPANY INC	235.09	0.00	235.09
88586	07/19/2018	3845	GARVEY. BRIAN	98.54	0.00	98.54
88587	07/19/2018	4822	LA GATEWAY REGION INTEGRATED RNL	15,000.00	0.00	15,000.00
88588	07/19/2018	5005	GIEMONT. GREGORY S.	261.00	0.00	261.00
88589	07/19/2018	3840	GOVERNMENTJOBS.COM INC	5,525.10	0.00	5,525.10

# CITY OF LAKEWOOD

## SUMMARY CHECK REGISTER

CHECK #	CHECK DATE	VEND #	VENDOR NAME	GROSS	DISC.	CHECK AMOUNT
88590	07/19/2018	61769	GRAUTEN, EVELYN R	257.40	0.00	257.40
88591	07/19/2018	62491	HANDS ON MAILING &	325.00	0.00	325.00
88592	07/19/2018	65575	HAP'S AUTO PARTS	74.11	0.00	74.11
88593	07/19/2018	35477	HARA M LAWNMOWER CENTER	200.34	0.00	200.34
88594	07/19/2018	60295	HARMONY ARTISTS. INC	1,400.00	0.00	1,400.00
88595	07/19/2018	65593	HASS. BARBARA	585.00	0.00	585.00
88596	07/19/2018	45744	I C M A	200.00	0.00	200.00
88597	07/19/2018	50740	INTERNAL REVENUE SERVICE	160.13	0.00	160.13
88598	07/19/2018	55469	LAKEWOOD CITY EMPLOYEE ASSOCIATION	2,020.00	0.00	2,020.00
88599	07/19/2018	64333	MOSES-CALDERA. ISABEL	457.60	0.00	457.60
88600	07/19/2018	4445	NEWPORT LANDING SPORTFISHING INC	1,800.00	0.00	1,800.00
88601	07/19/2018	4443	O'REILLY AUTOMOTIVE STORES INC	520.63	7.73	512.90
88602	07/19/2018	47554	OFFICE DEPOT BUSINESS SVCS	468.74	0.00	468.74
88603	07/19/2018	465	ONTIVEROS. FRANK	85.54	0.00	85.54
88604	07/19/2018	51905	NED PAN. INC.	1,632.00	0.00	1,632.00
88605	07/19/2018	51171	PERS LONG TERM CARE PROGRAM	70.64	0.00	70.64
88606	07/19/2018	66116	PETERSEN. LOUISE	195.00	0.00	195.00
88607	07/19/2018	4494	PIERSON. JEREMY L.	38.40	0.00	38.40
88608	07/19/2018	4841	CENTAUR HOLDINGS UNITED STATES. INC.	3,126.64	0.00	3,126.64
88609	07/19/2018	4459	READWRITE EDUCATIONAL SOLUTIONS INC	1,129.70	0.00	1,129.70
88610	07/19/2018	5045	SAN JUAN. CLYDE J	286.00	0.00	286.00
88611	07/19/2018	3186	CORAL BAY HOME LOANS	444.60	0.00	444.60
88612	07/19/2018	52279	SMART & FINAL INC	413.72	0.00	413.72
88613	07/19/2018	60792	STEPHENS. ERIC	71.50	0.00	71.50
88614	07/19/2018	3699	ABRO. DOLORES	25.00	0.00	25.00
88615	07/19/2018	3699	ALVIDREZ. ANNA	285.00	0.00	285.00
88616	07/19/2018	3699	AUGUSTINE. FELIX	37.00	0.00	37.00
88617	07/19/2018	3699	BRANCHBERRY. LATASHA	250.00	0.00	250.00
88618	07/19/2018	3699	CARTER. DAMION	48.00	0.00	48.00
88619	07/19/2018	3699	CISNEROS. MANUEL	250.00	0.00	250.00
88620	07/19/2018	3699	ESTRADA CHERYL	250.00	0.00	250.00
88621	07/19/2018	3699	FINKS. ANIYAH	168.00	0.00	168.00
88622	07/19/2018	3699	FORWARD CONSTRUCTION	10,229.12	0.00	10,229.12
88623	07/19/2018	3699	HAINES. JESSICA	40.00	0.00	40.00
88624	07/19/2018	3699	HARRIS. RONICE	250.00	0.00	250.00
88625	07/19/2018	3699	HOLMES. CHELSEA	250.00	0.00	250.00
88626	07/19/2018	3699	LOPEZ. MARIA	250.00	0.00	250.00
88627	07/19/2018	3699	MUSICK. DAVID	43.00	0.00	43.00
88628	07/19/2018	3699	PORTER. MACK	180.00	0.00	180.00
88629	07/19/2018	3699	SCHWING. ROBERT	363.00	0.00	363.00
88630	07/19/2018	3699	VIVINT SOLAR DEVELOPMENT LLC	138.92	0.00	138.92
88631	07/19/2018	3699	VIVINT SOLAR DEVELOPMENT LLC	98.96	0.00	98.96
<b>Totals:</b>				<u>668,977.15</u>	<u>8.13</u>	<u>668,969.02</u>

**CITY OF LAKEWOOD  
FUND SUMMARY 7/26/2018**

In accordance with section 2521 of the Lakewood Municipal Code there is presented herewith a summary of obligations to be paid by voucher 88632 through 88734. Each of the following demands has been audited by the Director of Administrative Services and approved by the City Manager.

1010	GENERAL FUND	1,790,618.95
1015	SPECIAL OLYMPICS	624.52
1020	CABLE TV	1,007.38
1050	COMMUNITY FACILITY	519.29
1336	STATE COPS GRANT	17,024.42
1600	LITTER REDUCTION GRANT	1,194.95
1621	LA CNTY MEASURE R	3,105.00
1640	BEV CONTAINER REC GRANT	5,803.50
3000	AIR QUALITY IMPROVEMENT	10,000.00
3001	CAPITAL IMPROV PROJECT FUND	36,061.94
3060	PROPOSITION "A"	250.00
3070	PROPOSITION "C"	266.26
5010	GRAPHICS AND COPY CENTER	2,063.51
5020	CENTRAL STORES	3,094.25
5030	FLEET MAINTENANCE	9,754.53
6020	GEOGRAPHIC INFORMATION SYSTEM	15,610.48
7500	WATER UTILITY FUND	45,396.24
8000	BUS DEV REVOLVING LOAN PROG	222.55
8020	LOCAL REHAB LOAN	3,195.00
8030	TRUST DEPOSIT	5,778.98
		<hr/>
		<b>1,951,591.75</b>

Council Approval

\_\_\_\_\_  
Date

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

Attest

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

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

# CITY OF LAKEWOOD

## SUMMARY CHECK REGISTER

CHECK #	CHECK DATE	VEND #	VENDOR NAME	GROSS	DISC.	CHECK AMOUNT
88632	07/26/2018	4842	A T & T CORP	233.54	0.00	233.54
88633	07/26/2018	4700	CALIFORNIA DEPT OF WATER RESOURCES	5,400.00	0.00	5,400.00
88634	07/26/2018	51331	CERRITOS POOL SUPPLY	55.19	0.00	55.19
88635	07/26/2018	60195	CR TRANSFER INC	3,855.31	0.00	3,855.31
88636	07/26/2018	4997	DE LA RIVA CONSTRUCTION. INC.	241,660.07	0.00	241,660.07
88637	07/26/2018	58618	DURHAM SCHOOL SERVICES	4,314.49	0.00	4,314.49
88638	07/26/2018	65779	GOLDEN STATE WATER COMPANY	17,810.43	0.00	17,810.43
88639	07/26/2018	5007	GRAPHIC TICKETS & SYSTEMS. LLC	1,842.60	0.00	1,842.60
88640	07/26/2018	42031	HOME DEPOT	133.51	0.00	133.51
88641	07/26/2018	4622	JHM SUPPLY INC	5,420.90	0.00	5,420.90
88642	07/26/2018	4180	JONES RICHARD D. A PROF LAW CORP	1,588.33	0.00	1,588.33
88643	07/26/2018	19710	LINCOLN EQUIPMENT INC	75.00	0.00	75.00
88644	07/26/2018	21600	LOS ANGELES CO SHERIFFS DEPT	972,353.42	0.00	972,353.42
88645	07/26/2018	36844	LA COUNTY DEPT OF PUBLIC WORKS	12,795.23	0.00	12,795.23
88646	07/26/2018	1340	M & M LIFTS INC	710.19	0.00	710.19
88647	07/26/2018	55607	MYRON CORP	385.44	0.00	385.44
88648	07/26/2018	4892	NESTLE WATERS NORTH AMERICA	252.93	0.00	252.93
88649	07/26/2018	5136	OPUS INSPECTION. INC.	1,396.13	0.00	1,396.13
88650	07/26/2018	65659	PHASE II SYSTEMS INC	826.42	0.00	826.42
88651	07/26/2018	2374	RICHARDS WATSON & GERSHON INC	278.98	0.00	278.98
88652	07/26/2018	4309	SAFESHRED	25.00	0.00	25.00
88653	07/26/2018	59218	SIERRA INSTALLATIONS INC	5,940.00	0.00	5,940.00
88654	07/26/2018	29500	SOUTHERN CALIFORNIA GAS CO	597.82	0.00	597.82
88655	07/26/2018	4972	CHARTER COMMUNICATIONS HOLDINGS. LLC	4,261.06	0.00	4,261.06
88656	07/26/2018	2372	TGIS CATERING SVCS INC	353.62	0.00	353.62
88657	07/26/2018	1437	U S BANK NATIONAL ASSOCIATION	39,951.73	0.00	39,951.73
88658	07/26/2018	31800	U S POSTMASTER	236.00	0.00	236.00
88659	07/26/2018	4642	UTILITY COST MANAGEMENT LLC	3,351.98	0.00	3,351.98
88660	07/26/2018	64652	CELLCO PARTNERSHIP	4,469.61	0.00	4,469.61
88661	07/26/2018	17640	WAXIE ENTERPRISES INC	151.73	0.00	151.73
88662	07/26/2018	37745	WESTERN EXTERMINATOR CO	54.50	0.00	54.50
88663	07/26/2018	2279	AMERICAN PACIFIC PRINTERS COLLEGES	5,803.50	0.00	5,803.50
88664	07/26/2018	35146	WILLDAN ASSOCIATES	78,409.30	0.00	78,409.30
88665	07/26/2018	4551	ACCOUNTING PRINCIPALS. INC	500.00	0.00	500.00
88666	07/26/2018	443	B&M LAWN AND GARDEN INC	182.77	0.00	182.77
88667	07/26/2018	5112	BELLFLOWER AUTOMOTIVE HECTOR	594.12	0.00	594.12
88668	07/26/2018	48108	BERG. APRIL	2,485.75	0.00	2,485.75
88669	07/26/2018	66369	BONILLA. GILBERT	1,500.00	0.00	1,500.00
88670	07/26/2018	6300	CALIFORNIA CONTRACT CITIES ASN	5,090.00	0.00	5,090.00
88671	07/26/2018	5146	CASTANEDA. BRANDON	1,076.40	0.00	1,076.40
88672	07/26/2018	45894	CINTAS CORPORATION	149.24	0.00	149.24
88673	07/26/2018	4641	DAO. THAO	1,477.45	0.00	1,477.45
88674	07/26/2018	4008	DI IORIO. BARBARA	300.00	0.00	300.00
88675	07/26/2018	39267	DOG DEALERS INC	167.70	0.00	167.70

# CITY OF LAKEWOOD

## SUMMARY CHECK REGISTER

CHECK #	CHECK DATE	VEND #	VENDOR NAME	GROSS	DISC.	CHECK AMOUNT
88676	07/26/2018	4660	ZW USA INC.	131.37	0.00	131.37
88677	07/26/2018	4734	DOSSIER SYSTEMS. INC.	4,622.00	0.00	4,622.00
88678	07/26/2018	730	ECONOMIC DEVELOPMENT ADMINISTRATION	222.55	0.00	222.55
88679	07/26/2018	3199	EDCO WASTE SERVICES LLC	404,828.17	0.00	404,828.17
88680	07/26/2018	5020	ENCORE WELLNESS. LLC	9.60	0.00	9.60
88681	07/26/2018	49735	ENVIRONMENTAL SYSTEMS RESEARCH	12,945.50	0.00	12,945.50
88682	07/26/2018	4435	ELLIOTT AUTO SUPPLY COMPANY INC	124.22	0.00	124.22
88683	07/26/2018	4435	ELLIOTT AUTO SUPPLY COMPANY INC	231.80	0.00	231.80
88684	07/26/2018	58692	GATEWAY CITIES COUNCIL OF GOV'TS	20,000.00	0.00	20,000.00
88685	07/26/2018	61769	GRAUTEN. EVELYN R	421.20	0.00	421.20
88686	07/26/2018	35477	HARA M LAWNMOWER CENTER	147.45	0.00	147.45
88687	07/26/2018	42031	HOME DEPOT	562.30	0.00	562.30
88688	07/26/2018	58756	JENKINS. MICHAEL	1,145.48	0.00	1,145.48
88689	07/26/2018	4180	JONES RICHARD D. A PROF LAW CORP	16,750.00	0.00	16,750.00
88690	07/26/2018	36167	KARTER. JANET	54.60	0.00	54.60
88691	07/26/2018	4934	KATAFIAS. FRANCESCA	150.00	0.00	150.00
88692	07/26/2018	2956	KICK IT UP KIDZ. LLC	195.00	0.00	195.00
88693	07/26/2018	44339	KIDSGUIDE INC	655.00	0.00	655.00
88694	07/26/2018	43815	KRUSEMARK. LEEANNE	188.50	0.00	188.50
88695	07/26/2018	18300	LAKEWOOD CHAMBER OF COMMERCE	2,416.67	0.00	2,416.67
88696	07/26/2018	62080	MARKLEY. ELIZABETH	250.25	0.00	250.25
88697	07/26/2018	66339	MC ENROE. BARBARA	325.00	0.00	325.00
88698	07/26/2018	600	MEZA. ALEJANDRO	159.00	0.00	159.00
88699	07/26/2018	2434	MSDS ONLINE INC	2,349.00	0.00	2,349.00
88700	07/26/2018	47554	OFFICE DEPOT BUSINESS SVCS	656.78	0.00	656.78
88701	07/26/2018	5016	P & R PAPER SUPPLY COMPANY. INC.	307.31	0.00	307.31
88702	07/26/2018	4494	PIERSON. JEREMY L.	33.60	0.00	33.60
88703	07/26/2018	15600	LONG BEACH PUBLISHING CO	408.82	0.00	408.82
88704	07/26/2018	3931	PROVIDENCE MEDICAL INSTITUE	262.00	0.00	262.00
88705	07/26/2018	63364	REEVES NORM HONDA	104.35	0.00	104.35
88706	07/26/2018	47285	ROTARY CORP	245.58	0.00	245.58
88707	07/26/2018	51496	SECRETARY OF STATE	20.00	0.00	20.00
88708	07/26/2018	4468	SHERRARD. DONNA HOUSTON	179.40	0.00	179.40
88709	07/26/2018	52279	SMART & FINAL INC	1,171.90	0.00	1,171.90
88710	07/26/2018	5022	MWB COPY PRODUCTS. INC.	114.98	0.00	114.98
88711	07/26/2018	29450	SOUTHERN CALIFORNIA EDISON	533.49	0.00	533.49
88712	07/26/2018	39218	SOUTHWELL. SONIA	1,224.86	0.00	1,224.86
88713	07/26/2018	50299	SPENCER. GORDON	150.00	0.00	150.00
88714	07/26/2018	57912	SURI. KAREN	145.60	0.00	145.60
88715	07/26/2018	17640	WAXIE ENTERPRISES INC	1,018.59	0.00	1,018.59
88716	07/26/2018	2145	WYNN. LAKYN	52.00	0.00	52.00
88717	07/26/2018	3699	BIEHL. IRIS	36.00	0.00	36.00
88718	07/26/2018	3699	CUEVAS. ALEXANDER	250.00	0.00	250.00
88719	07/26/2018	3699	DE GUZMAN. AILYNN	250.00	0.00	250.00

**CITY OF LAKEWOOD  
SUMMARY CHECK REGISTER**

<b>CHECK #</b>	<b>CHECK DATE</b>	<b>VEND #</b>	<b>VENDOR NAME</b>	<b>GROSS</b>	<b>DISC.</b>	<b>CHECK AMOUNT</b>
88720	07/26/2018	3699	ELIAS & ETHAN ART STUDIOS	2,673.60	0.00	2,673.60
88721	07/26/2018	3699	GREG TURNER PAINTING	685.00	0.00	685.00
88722	07/26/2018	3699	JILK. AMANDA	250.00	0.00	250.00
88723	07/26/2018	3699	JURADO. AUDREY	170.00	0.00	170.00
88724	07/26/2018	3699	OEURN. MARCHELE	390.00	0.00	390.00
88725	07/26/2018	3699	PAYAN. GIOVANNY	213.00	0.00	213.00
88726	07/26/2018	3699	PENA. MARUICIO	240.00	0.00	240.00
88727	07/26/2018	3699	RAMIREZ. BEATRIZ	33.00	0.00	33.00
88728	07/26/2018	3699	SALES. CHRISTOFER	250.00	0.00	250.00
88729	07/26/2018	3699	SHIPMANS CARPET SERVICES	2,510.00	0.00	2,510.00
88730	07/26/2018	3699	TURNER. LYDIA	250.00	0.00	250.00
88731	07/26/2018	3699	TYNES. DAVID	250.00	0.00	250.00
88732	07/26/2018	3699	WALLER. MICHAEL	100.00	0.00	100.00
88733	07/26/2018	4622	JHM SUPPLY INC	527.05	0.00	527.05
88734	07/26/2018	29400	SOUTHERN CALIFORNIA EDISON CO	38,482.79	0.00	38,482.79
<b>Totals:</b>				<u>1,951,591.75</u>	<u>0.00</u>	<u>1,951,591.75</u>

**CITY OF LAKEWOOD  
SUMMARY ACH/WIRE REGISTER JULY 2018**

ACH date	Amount	Recipient	Purpose	Period
7/2/18	57,989.10	City Light & Power	monthly maint fee	Jun-18
7/5/18	101,231.47	IRS via F&M	Fed taxes	Jun 17-30, 2018
7/5/18	27,355.24	EDD	State taxes	Jun 17-30, 2018
7/5/18	6,489.50	Southland C/U	employee savings account	Jun 17-30, 2018
7/5/18	5,426.22	PARS via U.S. Bank	stackable plan	Jun 17-30, 2018
7/6/18	3,513.50	F&A Fed C/U	employee savings account	Jun 17-30, 2018
7/6/18	6,814.89	MidAmerica	ARS aka APPLE	Jun 17-30, 2018
7/6/18	3,425.00	PARS via U.S. Bank	excess stackable plan	Jun 17-30, 2018
7/6/18	20,366.88	VOYA	VOYA 457	Jun 17-30, 2018
7/6/18	13,981.93	VOYA	VOYA 401(a)	Jun 17-30, 2018
7/10/18	94,681.38	CalPERS	PERS Health	July 2018
7/10/18	83,446.83	CalPERS	PERS contribution	Jun 17-30, 2018
7/17/18	2,270.59	HUD	CDBG interest earnings for FY 17/18	FY 17/18
7/18/18	914,689.00	JPIA	FY 18/19 insurance	FY 18/19
7/19/18	102,089.34	IRS via F&M	Fed taxes	Jul 1-14, 2018
7/19/18	27,436.25	EDD	State taxes	Jul 1-14, 2018
7/19/18	6,489.50	Southland C/U	employee savings account	Jul 1-14, 2018
7/19/18	3,763.50	F&A Fed C/U	employee savings account	Jul 1-14, 2018
7/19/18	7,218.79	MidAmerica	ARS aka APPLE	Jul 1-14, 2018
7/19/18	18,552.29	VOYA	VOYA 401(a)	Jul 1-14, 2018
7/19/18	9,214.82	PARS via U.S. Bank	stackable plan	Jul 1-14, 2018
7/19/18	20,416.88	VOYA	VOYA 457 & ROTH	Jul 1-14, 2018
7/24/18	57,989.10	City Light & Power	monthly maint fee	Jul-18
7/25/18	1,758,486.00	CalPERS	Unfunded Accrued Liability(UAL)	FY 18-19
7/25/18	87,401.34	CalPERS	PERS contribution	Jul 1-14, 2018
<b>TOTAL</b>	<b><u>3,440,739.34</u></b>			

Council Approval

\_\_\_\_\_

Date

\_\_\_\_\_

City Manager

Attest

\_\_\_\_\_

City Clerk

\_\_\_\_\_

Director of Administrative Services

**CITY OF LAKEWOOD  
FUND SUMMARY 8/1/2018**

In accordance with section 2521 of the Lakewood Municipal Code there is presented herewith a summary of obligations to be paid by voucher 88735 through 88871. Each of the following demands has been audited by the Director of Administrative Services and approved by the City Manager.

1010	GENERAL FUND	538,030.09
1020	CABLE TV	636.99
1030	CDBG CURRENT YEAR	52.25
1050	COMMUNITY FACILITY	1,398.91
3001	CAPITAL IMPROV PROJECT FUND	644,048.86
3060	PROPOSITION "A"	17,426.45
3901	HOUSING SUCCESSOR AGENCY	13.00
5020	CENTRAL STORES	2,485.30
5030	FLEET MAINTENANCE	7,938.80
6020	GEOGRAPHIC INFORMATION SYSTEM	32.36
7500	WATER UTILITY FUND	106,678.30
8030	TRUST DEPOSIT	634.27
		<hr/>
		<b>1,319,375.58</b>

Council Approval

\_\_\_\_\_  
Date

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

Attest

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

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



# CITY OF LAKEWOOD

## SUMMARY CHECK REGISTER

CHECK #	CHECK DATE	VEND #	VENDOR NAME	GROSS	DISC.	CHECK AMOUNT
88735	08/02/2018	4443	O'REILLY AUTOMOTIVE STORES INC	86.78	11.54	75.24
88736	08/02/2018	35016	ASSOCIATED SOILS ENGINEERING INC	4,933.75	0.00	4,933.75
88737	08/02/2018	57770	B & H FOTO & ELECTRONICS CORP	636.99	0.00	636.99
88738	08/02/2018	5158	BANNER BANK	30,520.00	0.00	30,520.00
88739	08/02/2018	59748	BIG STUDIO INC	18.00	0.00	18.00
88740	08/02/2018	4649	BURHENN & GEST LLP	354.88	0.00	354.88
88741	08/02/2018	62164	CARD INTEGRATORS CORP	73.01	0.00	73.01
88742	08/02/2018	56941	COCA COLA REFRESHMENTS USA INC	1,493.41	0.00	1,493.41
88743	08/02/2018	4776	CORELOGIC, INC.	104.50	0.00	104.50
88744	08/02/2018	4226	CORONA CLAY COMPANY	2,865.00	0.00	2,865.00
88745	08/02/2018	27200	DICKSON R F CO INC	4,030.00	0.00	4,030.00
88746	08/02/2018	58618	DURHAM SCHOOL SERVICES	479.43	0.00	479.43
88747	08/02/2018	5030	FATHOM WATER MANAGEMENT INC.	106,944.98	0.00	106,944.98
88748	08/02/2018	52316	FEDERAL EXPRESS CORP	26.66	0.00	26.66
88749	08/02/2018	3188	GALLS LLC/OUARTERMMASTER LLC	144.56	0.00	144.56
88750	08/02/2018	4886	GROH, MARK LEE	200.00	0.00	200.00
88751	08/02/2018	42031	HOME DEPOT	150.00	0.00	150.00
88752	08/02/2018	4622	JHM SUPPLY INC	377.03	0.00	377.03
88753	08/02/2018	4180	JONES RICHARD D. A PROF LAW CORP	363.33	0.00	363.33
88754	08/02/2018	18400	LAKEWOOD, CITY WATER DEPT	51,236.68	0.00	51,236.68
88755	08/02/2018	44733	LIEBERT CASSIDY WHITMORE	6,160.00	0.00	6,160.00
88756	08/02/2018	20700	LONG BEACH PUBLIC TRANSPORTATION CO	17,303.20	0.00	17,303.20
88757	08/02/2018	20950	LOS ANGELES CO ASSESSOR	5.00	0.00	5.00
88758	08/02/2018	21600	LOS ANGELES CO SHERIFFS DEPT	10,605.97	0.00	10,605.97
88759	08/02/2018	45069	LOS ANGELES CO/DEPT PW BLDG SVCS	66,526.18	0.00	66,526.18
88760	08/02/2018	4521	PEACHY DEVELOPMENTS CALIFORNIA, LLC	300.00	0.00	300.00
88761	08/02/2018	5062	MORALES, JOSE ALEJANDRO	550.00	0.00	550.00
88762	08/02/2018	2174	PETTY CASH/LOVENEL REVELDEZ	1,405.42	0.00	1,405.42
88763	08/02/2018	1199	PREFERRED AERIAL & CRANE TECHNOLOGY	500.00	0.00	500.00
88764	08/02/2018	15600	LONG BEACH PUBLISHING CO	2,726.98	0.00	2,726.98
88765	08/02/2018	45437	S & J SUPPLY CO	291.93	0.00	291.93
88766	08/02/2018	29400	SOUTHERN CALIFORNIA EDISON CO	3,170.66	0.00	3,170.66
88767	08/02/2018	5128	SUKUT CONSTRUCTION, LLC	579,880.00	0.00	579,880.00
88768	08/02/2018	38679	WESTERN EXTERMINATOR COMPANY	46.03	0.00	46.03
88769	08/02/2018	4830	TELECOM LAW FIRM PC	148.00	0.00	148.00
88770	08/02/2018	59212	TETRA TECH INC	5,424.05	0.00	5,424.05
88771	08/02/2018	2372	TGIS CATERING SVCS INC	7,754.35	0.00	7,754.35
88772	08/02/2018	2279	AMERICAN PACIFIC PRINTERS COLLEGES	1,956.54	0.00	1,956.54
88773	08/02/2018	35146	WILLDAN ASSOCIATES	32,432.85	0.00	32,432.85
88774	08/02/2018	5156	AIE INC	7,693.78	0.00	7,693.78
88775	08/02/2018	4551	ACCOUNTING PRINCIPALS, INC	1,000.00	0.00	1,000.00
88776	08/02/2018	36885	SPCLTY ALLIED MUFFLER OF BELLFLOWER	273.38	0.00	273.38
88777	08/02/2018	58000	AMERICAN TRUCK & TOOL RENTAL INC	127.51	0.00	127.51
88778	08/02/2018	35016	ASSOCIATED SOILS ENGINEERING INC	8,270.00	0.00	8,270.00

# CITY OF LAKEWOOD

## SUMMARY CHECK REGISTER

CHECK #	CHECK DATE	VEND #	VENDOR NAME	GROSS	DISC.	CHECK AMOUNT
88779	08/02/2018	4126	AUTOZONE PARTS INC	8.31	0.00	8.31
88780	08/02/2018	443	B&M LAWN AND GARDEN INC	30.79	0.00	30.79
88781	08/02/2018	5026	BARRON. MARK MAURICE	1,375.00	0.00	1,375.00
88782	08/02/2018	5026	BARRON. MARK MAURICE	1,375.00	0.00	1,375.00
88783	08/02/2018	48108	BERG. APRIL	312.00	0.00	312.00
88784	08/02/2018	62737	BOYES. GOBIND	39.00	0.00	39.00
88785	08/02/2018	42144	BROEKER. CANDACE	32.50	0.00	32.50
88786	08/02/2018	1025	C A C E O	185.00	0.00	185.00
88787	08/02/2018	1484	CALDERONE. SAMUEL	225.00	0.00	225.00
88788	08/02/2018	307	CALIF. STATE DISBURSEMENT UNIT	354.33	0.00	354.33
88789	08/02/2018	53983	CALIF STATE FRANCHISE TAX BOARD	1,578.93	0.00	1,578.93
88790	08/02/2018	62164	CARD INTEGRATORS CORP	29.19	0.00	29.19
88791	08/02/2018	45894	CINTAS CORPORATION	73.47	0.00	73.47
88792	08/02/2018	57070	CITY LIGHT & POWER LKWD INC	3,320.73	0.00	3,320.73
88793	08/02/2018	5167	CLACK. CINDY	299.00	0.00	299.00
88794	08/02/2018	60195	CR TRANSFER INC	4,156.83	0.00	4,156.83
88795	08/02/2018	4442	DANIEL'S TIRE SERVICE INC	369.61	0.00	369.61
88796	08/02/2018	4498	DELTA DENTAL INSURANCE COMPANY	1,199.69	0.00	1,199.69
88797	08/02/2018	56889	DELTA DENTAL OF CALIFORNIA	7,164.83	0.00	7,164.83
88798	08/02/2018	39267	DOG DEALERS INC	191.10	0.00	191.10
88799	08/02/2018	58618	DURHAM SCHOOL SERVICES	3,759.89	0.00	3,759.89
88800	08/02/2018	65202	EDM PUBLISHERS INC	99.49	0.00	99.49
88801	08/02/2018	5020	ENCORE WELLNESS. LLC	25.60	0.00	25.60
88802	08/02/2018	4435	ELLIOTT AUTO SUPPLY COMPANY INC	407.61	0.00	407.61
88803	08/02/2018	52316	FEDERAL EXPRESS CORP	44.61	0.00	44.61
88804	08/02/2018	5005	GIEMONT. GREGORY S.	261.00	0.00	261.00
88805	08/02/2018	56711	GILLIBRAND P W CO INC	1,646.74	0.00	1,646.74
88806	08/02/2018	52540	GONSALVES JOE A & SON	4,526.00	0.00	4,526.00
88807	08/02/2018	4886	GROH. MARK LEE	200.00	0.00	200.00
88808	08/02/2018	35477	HARA M LAWNMOWER CENTER	85.41	0.00	85.41
88809	08/02/2018	4872	HEATON. KATHRYN	224.25	0.00	224.25
88810	08/02/2018	42031	HOME DEPOT	598.82	0.00	598.82
88811	08/02/2018	4622	JHM SUPPLY INC	942.70	0.00	942.70
88812	08/02/2018	4250	CEDAR FAIR	3,696.00	0.00	3,696.00
88813	08/02/2018	59671	WOODWARDS MICHAEL	75.00	0.00	75.00
88814	08/02/2018	43017	LARSEN. DEBRA	61.94	0.00	61.94
88815	08/02/2018	58414	MANAGED HEALTH NETWORK	342.76	0.00	342.76
88816	08/02/2018	4814	MARQUETTE BANK	49,871.80	0.00	49,871.80
88817	08/02/2018	4887	MATHESON TRI-GAS. INC.	139.66	0.00	139.66
88818	08/02/2018	4929	MAUREEN KANE & ASSOCIATES INC	1,550.00	0.00	1,550.00
88819	08/02/2018	23130	MC MASTER-CARR SUPPLY CO	339.09	0.00	339.09
88820	08/02/2018	62741	MITCHELL REPAIR INFORMATION CO LLC	2,609.68	0.00	2,609.68
88821	08/02/2018	4190	NATIONAL UNION FIRE INSURANCE CO	619.89	0.00	619.89
88822	08/02/2018	47554	OFFICE DEPOT BUSINESS SVCS	1,018.50	0.00	1,018.50

# CITY OF LAKEWOOD

## SUMMARY CHECK REGISTER

CHECK #	CHECK DATE	VEND #	VENDOR NAME	GROSS	DISC.	CHECK AMOUNT
88823	08/02/2018	4133	OWENS. TIM	4,800.00	0.00	4,800.00
88824	08/02/2018	3888	RP AUTOMOTIVE UAG CERRITOS 1 LLC	168.21	0.00	168.21
88825	08/02/2018	51171	PERS LONG TERM CARE PROGRAM	70.64	0.00	70.64
88826	08/02/2018	4494	PIERSON. JEREMY L.	182.40	0.00	182.40
88827	08/02/2018	4459	READWRITE EDUCATIONAL SOLUTIONS INC	355.55	0.00	355.55
88828	08/02/2018	47285	ROTARY CORP	297.39	0.00	297.39
88829	08/02/2018	45437	S & J SUPPLY CO	3,724.27	0.00	3,724.27
88830	08/02/2018	50796	S C P L R C	150.00	0.00	150.00
88831	08/02/2018	5037	SIMONE. STUART RUSSELL	1,350.00	0.00	1,350.00
88832	08/02/2018	52279	SMART & FINAL INC	904.46	0.00	904.46
88833	08/02/2018	29100	SNAP-ON INDUSTRIAL	2,376.50	0.00	2,376.50
88834	08/02/2018	26900	SO CALIF SECURITY CENTERS INC	117.71	0.00	117.71
88835	08/02/2018	47054	SOUTHEAST AREA ANIMAL CONTROL AUTH	229,057.00	0.00	229,057.00
88836	08/02/2018	52610	SWANK MOTION PICTURES INC	497.00	0.00	497.00
88837	08/02/2018	4893	TENG. WHEA-FUN	124.80	0.00	124.80
88838	08/02/2018	4364	THE RINKS-LAKEWOOD ICE	204.75	0.00	204.75
88839	08/02/2018	4873	TRANSAMERICA LIFE INSURANCE COMPANY	2,254.10	0.00	2,254.10
88840	08/02/2018	65224	TUMBLE-N-KIDS. INC	2,145.00	0.00	2,145.00
88841	08/02/2018	60685	TURF STAR	372.93	0.00	372.93
88842	08/02/2018	49848	USA BLUE BOOK A DIVISION OF	331.10	0.00	331.10
88843	08/02/2018	4907	VARSITY BRANDS HOLDING CO INC	247.74	0.00	247.74
88844	08/02/2018	4840	VERITIV OPERATING COMPANY	302.67	0.00	302.67
88845	08/02/2018	57135	VISION SERVICE PLAN	4,406.96	0.00	4,406.96
88846	08/02/2018	3943	WATERLINE TECHNOLOGIES INC	2,938.45	0.00	2,938.45
88847	08/02/2018	17640	WAXIE ENTERPRISES INC	1,210.03	0.00	1,210.03
88848	08/02/2018	62628	WELLS C. PIPELINE MATERIALS	651.89	0.00	651.89
88849	08/02/2018	2145	WYNN. LAKYN	78.00	0.00	78.00
88850	08/02/2018	3699	AL-ANON-NORWALK	250.00	0.00	250.00
88851	08/02/2018	3699	ALVERSON. MYESHA	250.00	0.00	250.00
88852	08/02/2018	3699	BRYANT. ALEXIS FOXX	250.00	0.00	250.00
88853	08/02/2018	3699	CRALE. JANETTE	250.00	0.00	250.00
88854	08/02/2018	3699	DE LEON. ANITA	250.00	0.00	250.00
88855	08/02/2018	3699	GALICIA. MIRIAM	250.00	0.00	250.00
88856	08/02/2018	3699	GARCIA. ROSEMARIE	250.00	0.00	250.00
88857	08/02/2018	3699	GUEVARA. JULIETA	250.00	0.00	250.00
88858	08/02/2018	3699	JOHNSON-ALLEN. NIKIA	250.00	0.00	250.00
88859	08/02/2018	3699	JURADO. AUDREY	170.00	0.00	170.00
88860	08/02/2018	3699	KNIGHT. MARSHALL	240.00	0.00	240.00
88861	08/02/2018	3699	LONG BEACH COMMUNITY COLLEGE DISTRICT	250.00	0.00	250.00
88862	08/02/2018	3699	MANAPAT. ARVIE	250.00	0.00	250.00
88863	08/02/2018	3699	MARTINEZ. NATAYA	62.00	0.00	62.00
88864	08/02/2018	3699	PAYAN. GIOVANNY	205.00	0.00	205.00
88865	08/02/2018	3699	RODRIGUEZ. MARGARITA	250.00	0.00	250.00
88866	08/02/2018	3699	UK. VANNA	33.00	0.00	33.00

# CITY OF LAKEWOOD

## SUMMARY CHECK REGISTER

CHECK #	CHECK DATE	VEND #	VENDOR NAME	GROSS	DISC.	CHECK AMOUNT
88867	08/02/2018	3699	UNAS. ANTONIO	250.00	0.00	250.00
88868	08/02/2018	3699	VENECIANO. KRISTINA	300.00	0.00	300.00
88869	08/02/2018	3699	VIRRUETA. DIANA	250.00	0.00	250.00
88870	08/02/2018	3699	WALKER. RHONDA	250.00	0.00	250.00
88871	08/02/2018	3699	WESTGATE HOA	250.00	0.00	250.00
<b>Totals:</b>				<u>1,319,387.12</u>	<u>11.54</u>	<u>1,319,375.58</u>

**CITY OF LAKEWOOD  
FUND SUMMARY 8/9/2018**

In accordance with section 2521 of the Lakewood Municipal Code there is presented herewith a summary of obligations to be paid by voucher 88872 through 88990. Each of the following demands has been audited by the Director of Administrative Services and approved by the City Manager.

1010	GENERAL FUND	147,206.69
1030	CDBG CURRENT YEAR	3,990.50
5010	GRAPHICS AND COPY CENTER	1,146.72
5020	CENTRAL STORES	4,661.69
5030	FLEET MAINTENANCE	24,435.11
6020	GEOGRAPHIC INFORMATION SYSTEM	57.49
7500	WATER UTILITY FUND	8,958.55
8020	LOCAL REHAB LOAN	2,700.00
8030	TRUST DEPOSIT	100.00
		<hr/>
		<b>193,256.75</b>

Council Approval

\_\_\_\_\_  
Date

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

Attest

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

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

# CITY OF LAKEWOOD

## SUMMARY CHECK REGISTER

CHECK #	CHECK DATE	VEND #	VENDOR NAME	GROSS	DISC.	CHECK AMOUNT
88872	08/09/2018	2701	AIRE RITE A/C & REFRIGERATION INC	2,385.25	0.00	2,385.25
88873	08/09/2018	58000	AMERICAN TRUCK & TOOL RENTAL INC	613.10	0.00	613.10
88874	08/09/2018	4878	B.R. BREWER SIGN & GRAPHICS	1,840.15	0.00	1,840.15
88875	08/09/2018	5151	BARKSHIRE LASER LEVELING. INC.	3,200.00	0.00	3,200.00
88876	08/09/2018	59748	BIG STUDIO INC	4,010.16	0.00	4,010.16
88877	08/09/2018	6600	CALIFORNIA STATE DEPT OF JUSTICE	4,787.00	0.00	4,787.00
88878	08/09/2018	7500	CENTRAL BASIN MUNICIPAL WATER	1,305.00	0.00	1,305.00
88879	08/09/2018	5141	CORTEZ. JOSE D.	46.77	0.00	46.77
88880	08/09/2018	59607	DANGELO COMPANY	885.64	0.00	885.64
88881	08/09/2018	52316	FEDERAL EXPRESS CORP	42.15	0.00	42.15
88882	08/09/2018	59433	GANAHL LUMBER COMPANY	54.03	0.00	54.03
88883	08/09/2018	35477	HARA M LAWNMOWER CENTER	151.11	0.00	151.11
88884	08/09/2018	34354	HI-WAY SAFETY RENTALS INC	1,415.84	0.00	1,415.84
88885	08/09/2018	42031	HOME DEPOT	723.73	0.00	723.73
88886	08/09/2018	5144	ISES CORPORATION	34,082.00	0.00	34,082.00
88887	08/09/2018	42359	JOHNSTONE SUPPLY INC	594.15	0.00	594.15
88888	08/09/2018	3564	LONG BEACH. CITY OF	692.78	0.00	692.78
88889	08/09/2018	4887	MATHESON TRI-GAS. INC.	44.20	0.00	44.20
88890	08/09/2018	4513	OCEAN BLUE ENVIRONMENTAL SERVICES	4,153.03	0.00	4,153.03
88891	08/09/2018	47554	OFFICE DEPOT BUSINESS SVCS	93.13	0.00	93.13
88892	08/09/2018	1615	PFM ASSET MANAGEMENT LLC	2,992.50	0.00	2,992.50
88893	08/09/2018	5135	SOLID SURFACE CARE. INC.	4,144.82	0.00	4,144.82
88894	08/09/2018	49529	SPICERS PAPER INC	119.46	0.00	119.46
88895	08/09/2018	17640	WAXIE ENTERPRISES INC	355.24	0.00	355.24
88896	08/09/2018	40925	WEST COAST ARBORISTS INC	651.00	0.00	651.00
88897	08/09/2018	35146	WILLDAN ASSOCIATES	5,407.75	0.00	5,407.75
88898	08/09/2018	61142	ADAMS-HILLERY SHARRON	3,115.50	0.00	3,115.50
88899	08/09/2018	4208	AIRGAS INC	708.87	0.00	708.87
88900	08/09/2018	4551	ACCOUNTING PRINCIPALS. INC	725.00	0.00	725.00
88901	08/09/2018	1700	ALLIED REFRIGERATION INC	134.74	0.00	134.74
88902	08/09/2018	58000	AMERICAN TRUCK & TOOL RENTAL INC	281.96	0.00	281.96
88903	08/09/2018	4693	APEX DRUM COMPANY. INC.	498.23	0.00	498.23
88904	08/09/2018	4465	ATALLA. IBRAHIM	487.50	0.00	487.50
88905	08/09/2018	443	B&M LAWN AND GARDEN INC	46.76	0.00	46.76
88906	08/09/2018	62267	FESTIVAL FUN PARKS INC	2,354.76	0.00	2,354.76
88907	08/09/2018	4140	BOWEN. TIMOTHY	2,843.75	0.00	2,843.75
88908	08/09/2018	62737	BOYES. GOBIND	130.00	0.00	130.00
88909	08/09/2018	4978	CALIFORNIA FOUNDATION FOR THE	886.60	0.00	886.60
88910	08/09/2018	51331	CERRITOS POOL SUPPLY	134.46	0.00	134.46
88911	08/09/2018	45894	CINTAS CORPORATION	67.72	0.00	67.72
88912	08/09/2018	4397	CM SCHOOL SUPPLY	26.69	0.00	26.69
88913	08/09/2018	5008	COLOR CARD ADMINISTRATOR CORP.	37.54	0.00	37.54
88914	08/09/2018	5141	CORTEZ. JOSE D.	26.92	0.00	26.92
88915	08/09/2018	4963	COUCH. RON JR.	425.00	0.00	425.00

# CITY OF LAKEWOOD

## SUMMARY CHECK REGISTER

CHECK #	CHECK DATE	VEND #	VENDOR NAME	GROSS	DISC.	CHECK AMOUNT
88916	08/09/2018	2929	DETTORRE. TONY	200.00	0.00	200.00
88917	08/09/2018	39267	DOG DEALERS INC	114.40	0.00	114.40
88918	08/09/2018	4660	ZW USA INC.	350.31	0.00	350.31
88919	08/09/2018	4435	ELLIOTT AUTO SUPPLY COMPANY INC	168.00	0.00	168.00
88920	08/09/2018	63519	FLUE STEAM INC	24.00	0.00	24.00
88921	08/09/2018	4420	GOERTZ. TRAVIS W	3,000.00	0.00	3,000.00
88922	08/09/2018	3285	GREENO. KAREN	802.75	0.00	802.75
88923	08/09/2018	65575	HAP'S AUTO PARTS	37.36	0.00	37.36
88924	08/09/2018	35477	HARA M LAWNMOWER CENTER	73.24	0.00	73.24
88925	08/09/2018	4872	HEATON. KATHRYN	97.50	0.00	97.50
88926	08/09/2018	42031	HOME DEPOT	1,790.97	0.00	1,790.97
88927	08/09/2018	41897	HOSE-MAN THE	28.26	0.00	28.26
88928	08/09/2018	5168	HULLIBARGER. MARK	165.00	0.00	165.00
88929	08/09/2018	2956	KICK IT UP KIDZ. LLC	373.10	0.00	373.10
88930	08/09/2018	4458	KIM. YVONNE	176.00	0.00	176.00
88931	08/09/2018	53311	LAKEWOOD MEALS ON WHEELS	875.00	0.00	875.00
88932	08/09/2018	53849	LAKEWOOD ROTARY CLUB	449.00	0.00	449.00
88933	08/09/2018	18550	LAKEWOOD. CITY OF	100.00	0.00	100.00
88934	08/09/2018	52357	LESLIE'S POOLMART INC	130.23	0.00	130.23
88935	08/09/2018	2409	LIFTECH ELEVATOR SERVICES INC	538.00	0.00	538.00
88936	08/09/2018	20300	LONG BEACH CITY GAS & WATER DEPT	210.74	0.00	210.74
88937	08/09/2018	60839	MARKOPULOS. CYNTHIA	295.75	0.00	295.75
88938	08/09/2018	65220	STEVEN MAHR PRINTING INC.	363.31	0.00	363.31
88939	08/09/2018	4887	MATHESON TRI-GAS. INC.	71.11	0.00	71.11
88940	08/09/2018	5153	MIDWEST MOTOR SUPPLY CO. INC.	111.69	0.00	111.69
88941	08/09/2018	41831	MIEIR-KING. RICHARD	795.60	0.00	795.60
88942	08/09/2018	4443	O'REILLY AUTOMOTIVE STORES INC	573.78	15.56	558.22
88943	08/09/2018	47554	OFFICE DEPOT BUSINESS SVCS	529.60	0.00	529.60
88944	08/09/2018	4909	ORANGE CO CIRCUIT BREAKERS. INC.	409.45	0.00	409.45
88945	08/09/2018	4497	PACIFIC COACHWAYS CHARTER SERVICES	918.75	0.00	918.75
88946	08/09/2018	3888	RP AUTOMOTIVE UAG CERRITOS 1 LLC	14.07	0.00	14.07
88947	08/09/2018	4494	PIERSON. JEREMY L.	124.80	0.00	124.80
88948	08/09/2018	4374	PITNEY BOWES INC	149.12	0.00	149.12
88949	08/09/2018	4459	READWRITE EDUCATIONAL SOLUTIONS INC	879.45	0.00	879.45
88950	08/09/2018	47285	ROTARY CORP	254.04	0.00	254.04
88951	08/09/2018	45437	S & J SUPPLY CO	1,590.26	0.00	1,590.26
88952	08/09/2018	1841	SAFETY DRIVER'S ED. LLC	117.00	0.00	117.00
88953	08/09/2018	41691	SAFETY-KLEEN CORP	1,062.22	0.00	1,062.22
88954	08/09/2018	63960	SOUTHERN COUNTIES OIL CO	21,441.14	0.00	21,441.14
88955	08/09/2018	3153	SECTRAN SECURITY INC	141.61	0.00	141.61
88956	08/09/2018	59218	SIERRA INSTALLATIONS INC	5,940.00	0.00	5,940.00
88957	08/09/2018	52279	SMART & FINAL INC	94.14	0.00	94.14
88958	08/09/2018	29100	SNAP-ON INDUSTRIAL	198.55	0.00	198.55
88959	08/09/2018	26900	SO CALIF SECURITY CENTERS INC	125.57	0.00	125.57

# CITY OF LAKEWOOD

## SUMMARY CHECK REGISTER

CHECK #	CHECK DATE	VEND #	VENDOR NAME	GROSS	DISC.	CHECK AMOUNT
88960	08/09/2018	5022	MWB COPY PRODUCTS. INC.	114.98	0.00	114.98
88961	08/09/2018	4368	SPECIALTY TIRES LLC	222.35	0.00	222.35
88962	08/09/2018	49529	SPICERS PAPER INC	381.11	0.00	381.11
88963	08/09/2018	4770	MANCE. MIKE J.	65.26	0.00	65.26
88964	08/09/2018	60792	STEPHENS. ERIC	71.50	0.00	71.50
88965	08/09/2018	2995	STRICTLY BACKFLOW INC	45.00	0.00	45.00
88966	08/09/2018	2732	TANNEN. MITCH	1,019.20	0.00	1,019.20
88967	08/09/2018	2998	THE ANSWERBAND. INC	1,500.00	0.00	1,500.00
88968	08/09/2018	4364	THE RINKS-LAKEWOOD ICE	292.50	0.00	292.50
88969	08/09/2018	3110	TORRES LOPEZ JAVIER	62.00	0.00	62.00
88970	08/09/2018	65224	TUMBLE-N-KIDS. INC	3,399.50	0.00	3,399.50
88971	08/09/2018	60685	TURF STAR	40,301.81	0.00	40,301.81
88972	08/09/2018	1833	TUSTIN. CITY OF	275.00	0.00	275.00
88973	08/09/2018	35089	UNDERGROUND SERVICE ALERT	260.80	0.00	260.80
88974	08/09/2018	49848	USA BLUE BOOK A DIVISION OF	292.29	0.00	292.29
88975	08/09/2018	64652	CELLCO PARTNERSHIP	237.92	0.00	237.92
88976	08/09/2018	33200	WALTERS WHOLESALE ELECTRIC CO	325.83	0.00	325.83
88977	08/09/2018	5155	WATER SYSTEM SERVICES LLC	175.00	0.00	175.00
88978	08/09/2018	3943	WATERLINE TECHNOLOGIES INC	3,971.07	0.00	3,971.07
88979	08/09/2018	17640	WAXIE ENTERPRISES INC	1,673.63	0.00	1,673.63
88980	08/09/2018	3837	WORTHINGTON FORD	98.24	0.00	98.24
88981	08/09/2018	4837	XEROX CORPORATION	572.46	0.00	572.46
88982	08/09/2018	3699	ADAMS. TIFFANY	250.00	0.00	250.00
88983	08/09/2018	3699	BENSON. STEPHANIE	300.00	0.00	300.00
88984	08/09/2018	3699	BROWN. SHAHEEDA	33.00	0.00	33.00
88985	08/09/2018	3699	CUB SCOUT PACK 75	250.00	0.00	250.00
88986	08/09/2018	3699	FAYERWEATHER. DIANE	250.00	0.00	250.00
88987	08/09/2018	3699	GAMBA. BRENDA	250.00	0.00	250.00
88988	08/09/2018	3699	HARRIS. LASHAUNTA	5.00	0.00	5.00
88989	08/09/2018	3699	PAINTERIN	2,700.00	0.00	2,700.00
88990	08/09/2018	3699	WEATHERTON. SHERRELL	250.00	0.00	250.00
Totals:				<u>193,272.31</u>	<u>15.56</u>	<u>193,256.75</u>



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

## **COUNCIL AGENDA**

August 14, 2018

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

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

### **INTRODUCTION**

A brief update is provided for City Council review on the activities of the following standing committees: Park Development Committee, and Public Safety Committee.

### **STATEMENT OF FACT**

**On July 12, the Public Safety Committee/License & Permit Hearing Board met and discussed:**

#### Captain's Report - Crime Trends and Statistics

A five-year comparison of Part 1 crimes for the first six months of 2013 through 2018 showed an increase in crimes from 2014-2017 and a downward trend of crimes in 2018.

A year-to-date comparison of Part 1 crimes at Lakewood Mall, which had 14 million visitors per year, and Cerritos Mall, which had 13.5 million visitors per year, showed that there had been less overall crime at Lakewood Mall so far this year.

#### Public Outreach

Bill Grady reported on the outreach for illegal fireworks suppression and noted that it appeared that most residents saw the City's messages. Additional photographs will be published in next year's campaign against illegal fireworks. The City had received many compliments for the message boards that detailed the consequences for possessing and/or using illegal fireworks.

School Safety will be the focus of the Public Information Office's outreach in August. An active shooter training is to be held at Artesia and there have been discussions about having additional trainings at other schools and the Lakewood Mall. The Committee felt it was important to notify students and parents that trainings were being held at schools so that they were aware. The Committee also felt it was important for parents to receive guidance of what to do in an active shooter incident and of where to get updated information and notification from the school district and/or law enforcement.

#### Fourth of July Recap

There were 44 citations written on the Fourth of July and although more citations were written last year, the City had written more citations this year than various surrounding cities.

"Rogue" block parties that were set up by residents without a permit were an issue this year. Next year, staff and Sheriff's personnel are to confirm whether or not block parties were permitted early enough in the day so that "rogue" parties can be shut down before they are up and running.

It was noted that, while out in the field, it appeared that some illegal fireworks were shot off from backyards and that lookouts were used so that individuals could avoid being cited. Overall, staff felt that the suppression team made a difference in illegal fireworks use that night.

Illegal fireworks problems went beyond Lakewood. Staff will work to find potential solutions for the future, such as working with the State to stop illegal fireworks from being brought in to California.

#### Review of On-Sale Alcohol Establishments

In response to a couple of recent altercations, a review of calls for service at area bars ("On-sale Alcohol Establishments") showed no pattern or upward trend of reckless behavior or poor oversight by management. Staff also spoke with the ABC to confirm this analysis.

#### Neighborhood Watch (NW) Update

All Public Safety staff was working hard to recruit new block captains and bolster the NW program. Staff will begin hosting their own NW meeting for inactive block groups. The Committee suggested streaming a meeting on the City's website and on CityTV so that residents could watch and receive the information at their leisure. Staff will encourage block captains to hold meetings with other block groups at a City facility, reteach block captains what their roles entailed, and emphasize the possibility to build community through NW participation.

#### Miscellaneous

Staff was working on a collaborative training with desk personnel and the cities being served by the Lakewood Sheriff's Station. Sheriff's personnel had been holding meetings to discuss customer service expectations and various deputies had been assigned to oversee desk personnel, monitor calls, and audit calls.

Staff and Sheriff's personnel will contact "Crime Stoppers" to explore opportunities to partner together to utilize Crime Stoppers' various platforms to report crime information in a way that could be a case study or pilot program.

#### **On Friday, July 20, 2018, the Park Development Committee met and discussed:**

##### Catered Events at Monte Verde Park

Limited and advance reservation of Monte Verde Park by Thank Goodness It's Sofia (TGIS) was discussed. The Committee directed staff to enter into discussions with TGIS on a mutually beneficial contract agreement to provide catered special events, inclusive of food and alcoholic beverages, at Monte Verde Park on Fridays and alternating Saturdays and Sundays. Staff was

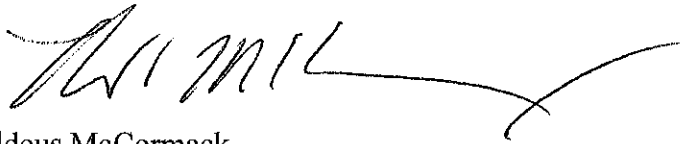
also directed to identify the advantages and disadvantages of developing a vetted list of catering companies, including those that would be permitted to cook onsite, to share with permitted users of recreation facilities.

Lakewood Equestrian Center Facility Improvements and Future Development Opportunities

Future use and management of the Lakewood Equestrian Center was discussed. The Committee directed staff to investigate viable uses for the city-owned property within the Lakewood Equestrian Center in consideration of the current agreement with Sandie Mercer Ranch, Inc., which ends on June 30, 2019.

**RECOMMENDATION**

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

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

Thaddeus McCormack  
City Manager

# DIVIDER SHEET

## **COUNCIL AGENDA**

August 14, 2018

**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 FACTS**

There were no meetings attended by the City Council at the expense of the local agency since the last regular meeting of the legislative body.

### **RECOMMENDATION**

It is recommended that the City Council receive and file these reports.



Thaddeus McCormack  
City Manager

# DIVIDER SHEET

**COUNCIL AGENDA**

August 14, 2018

**TO:** The Honorable Mayor and City Council**SUBJECT:** Monthly Report of Investment Transactions – June 2018**INTRODUCTION**

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

**STATEMENT OF MONTHLY ACTIVITY**

<u>Date</u>	<u>Amount at Cost</u>	<u>Vehicle</u>	<u>Transaction</u>
6/01/2018	\$ 34.90	MMF	Interest
6/01/2018	\$ 161.94	FED AGY	Interest 3.560%
6/01/2018	\$ 771.33	FNA	Interest 1.785%
6/01/2018	\$ 55.03	FNMA	Interest 1.646%
6/01/2018	\$ 95.88	FNMA	Interest 1.898%
6/01/2018	\$ 2,810.04	FNMA	Paydown 1.898%
6/01/2018	\$ 4,062.49	FNMA	Paydown 1.646%
6/01/2018	\$ 3,464.89	FNMA	Paydown 1.898%
6/03/2018	\$ 2,537.50	CORP	Interest 1.450%
6/04/2018	\$ 806,545.67	TREAS	Sell 1.625%
6/04/2018	\$ 886,204.50	TREAS	Sell 1.650%
6/04/2018	\$ 1,719,470.25	TREAS	Buy 2.000%
6/05/2018	\$ 723,167.56	CD	Sell 1.910%
6/05/2018	\$ 1,485.00	CORP	Interest 1.800%
6/05/2018	\$ 3,150.00	CORP	Interest 1.800%
6/05/2018	\$ 549,791.00	CD	Purchase 3.080%
6/07/2018	\$ 550,000.00	CD	Purchase 3.240%
6/07/2018	\$ 3,150.00	CORP	Interest 1.800%
6/07/2018	\$ 375,528.33	CORP	Sell 1.880%
6/14/2018	\$ 1,100.00	CORP	Interest 2.200%
6/20/2018	\$ 259,987.00	CORP	Purchase 3.125%
6/21/2018	\$ 247,669.17	CORP	Sell 1.450%
6/22/2018	\$ 731.25	CORP	Interest 1.950%
6/29/2018	\$ 74.21	CAMP	Interest
6/30/2018	\$ 10,500.00	TREAS	Interest 1.750%
6/30/2018	\$ 14,828.13	TREAS	Interest 1.625%



**RECOMMENDATION**

It is recommended that the City Council receive and file the Monthly Report of Investment Transactions rendered for the month of June 2018.



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**

August 14, 2018

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

**SUBJECT:** Quarterly Schedule of Investments – June 30, 2018

### **INTRODUCTION**

The City invests idle funds in compliance with the California Government Code and the City's investment policy, which the City Council last reviewed and approved in January 2018. The investments represented in this report are allocated to a variety of funds such as the General Fund, Water Utility Fund, Redevelopment Successor Agency Funds, Restricted Special Revenue Funds, and Fiduciary Funds.

The City's investment objectives, in order of priority, are safety, liquidity and yield. To meet these objectives, the City utilizes the following types of investments:

#### **Treasury Notes**

TREAS Obligations of the U.S. Government to provide for the cash flow needs of the Federal Government.

#### **Federal Agency Bonds or Notes:**

Federal agency or United States government-sponsored enterprise obligations, participations, or other instruments, including those issued by or fully guaranteed as to principal and interest by federal agencies or United States government-sponsored enterprises. This includes Collateralized Mortgage Obligations (CMOs).

- **FHLB (Federal Home Loan Bank Bonds)**  
Bonds and discount notes issued by the Federal Home Loan Bank to provide funding to member institutions and make available money to the residential mortgage market.
- **FHLMC (Federal Home Loan Mortgage Corp)**  
A publicly chartered agency that buys qualifying residential mortgages from lenders, packages them into new securities backed by those pooled mortgages, provides certain guarantees and then re-sells the securities on the open market.
- **FNMA (Federal National Mortgage Association)**  
National Mortgage Association is a government-sponsored, privately owned corporation established to create a secondary market for Federal Housing Administration mortgages.
- **FFCB (Federal Farm Credit Bank)**  
The Federal Farm Credit Bank is an independent agency of the U.S. Government which issues bonds and discount notes to provide short- and long-term credit and credit-related services to farmers, ranchers, rural homeowners, producers and harvesters.

#### **Supra-National Agency Bonds or Notes**

Supranational bonds and notes are debt of international or multi-lateral financial agencies. The debt is used to finance economic/infrastructure development, environmental protection, poverty

reduction and renewable energy around the globe, rated AAA, highly liquid and issued in a range of maturities.

**Negotiable Certificates of Deposit**

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

**Municipal Bonds or Notes:**

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

**Corporate Notes:**

Medium-term notes, defined as all corporate and depository institution debt securities with a maximum remaining maturity of five years or less, issued by corporations organized and operating within the United States or by depository institutions licensed by the United States, or any state and operating within the United States. Medium-term corporate notes shall be rated in a rating category of "A" or its equivalent or better.

**Commercial Paper:**

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

**Pooled Funds:**

- **LAIF (Local Agency Investment Fund, State of California)**  
The Treasurer of the State of California administers this investment pool, providing a high-level of liquidity and strong safety through diversification of investments.
- **CAMP (California Asset Management Program)**  
A Joint Powers Authority established in 1989 by the treasurers and finance directors of several California public agencies to provide professional investment services at a reasonable cost. Participation is limited to California public agencies.
- **Los Angeles County Pool**  
This pool is very similar to LAIF. It is well-diversified, very liquid, and offers competitive yields.
- **MMKT (Money Market)**  
This is a money market interest-bearing checking account that is fully insured and collateralized.

## SUMMARY

Security Type	Market Value	% of Portfolio	% Change vs. 3/31/18	Permitted by Policy	In Compliance
U.S. Treasury	\$11,509,291	32.1%	-0.6%	100%	✓
Federal Agency	\$5,478,476	15.3%	-1.7%	100%	✓
Federal Agency CMOs	\$465,683	1.3%	+0.6%	100%	✓
Municipal Bonds	\$433,965	1.2%	+1.2%	30%	✓
Supranationals	\$2,651,620	7.4%	+1.1%	30%	✓
Negotiable CDs	\$5,801,979	16.2%	-0.5%	30%	✓
Corporate Notes	\$9,473,264	26.4%	-0.2%	30%	✓
<b>Securities Sub-Total</b>	<b>\$35,814,280</b>	<b>99.9%</b>			
Accrued Interest	\$152,049				
<b>Securities Total</b>	<b>\$35,966,329</b>				
Money Market Fund	\$30,684	0.1%	+0.0%	20%	✓
<b>Total Investments</b>	<b>\$35,997,013</b>	<b>100.0%</b>			

*Market values, excluding accrued interest. Detail may not add to total due to rounding.*

Pooled Investment Accounts		Market Value
LAIF	Calif	\$18,509,555.78
CAMP	US Bank	\$44,206.55
		<b>\$18,553,762.33</b>

Bank Accounts		
City - Checking	F&M	\$2,072,809.33
City Payroll	F&M	\$84,297.35
Successor Housing - Checking	F&M	\$481,010.62
		<b>\$2,638,117.30</b>

*Funds held in reserve as required by debt issuance or non-agency funds - not available for City expenditures:*

Successor Agency - Checking	F&M	\$1,594,224.21
Business Dev Loan MMKT	F&M	\$796,455.21
		<b>\$2,265,762.29</b>

<b>Total Portfolio</b>		<b>\$59,454,654.92</b>
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Attached is a more detailed report provided by Public Financial Management (PFM), the City's investment advisor.

**STAFF RECOMMENDATION**

It is recommended that the City Council receive and file the Quarterly Schedule of Investments rendered for the 4<sup>th</sup> Quarter of Fiscal Year 2017-18.



Jose Gomez  
Director of Finance & Administrative Services



Thaddeus McCormack  
City Manager



## Managed Account Summary Statement

For the Month Ending June 30, 2018

CITY OF LAKEWOOD - 51260100

### Transaction Summary - Managed Account

Opening Market Value	\$35,806,464.18
Maturities/Calls	(10,337.42)
Principal Dispositions	(3,031,303.16)
Principal Acquisitions	3,078,674.48
Unsettled Trades	0.00
Change in Current Value	(29,218.50)
Closing Market Value	\$35,814,279.58

### Cash Transactions Summary - Managed Account

Maturities/Calls	0.00
Sale Proceeds	3,039,115.23
Coupon/Interest/Dividend Income	36,937.21
Principal Payments	10,337.42
Security Purchases	(3,079,248.25)
Net Cash Contribution	(38,157.09)
Reconciling Transactions	0.00

### Earnings Reconciliation (Cash Basis) - Managed Account

Interest/Dividends/Coupons Received	44,749.28
Less Purchased Interest Related to Interest/Coupons	(573.77)
Plus Net Realized Gains/Losses	(51,692.61)
Total Cash Basis Earnings	(\$7,517.10)

### Cash Balance

Closing Cash Balance	\$30,684.00
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### Earnings Reconciliation (Accrual Basis)

	Total
Ending Amortized Value of Securities	36,254,825.80
Ending Accrued Interest	152,049.41
Plus Proceeds from Sales	3,039,115.23
Plus Proceeds of Maturities/Calls/Principal Payments	10,337.42
Plus Coupons/Dividends Received	36,937.21
Less Cost of New Purchases	(3,079,248.25)
Less Beginning Amortized Value of Securities	(36,246,020.09)
Less Beginning Accrued Interest	(141,704.52)
Total Accrual Basis Earnings	\$26,292.21



## Portfolio Summary and Statistics

For the Month Ending June 30, 2018

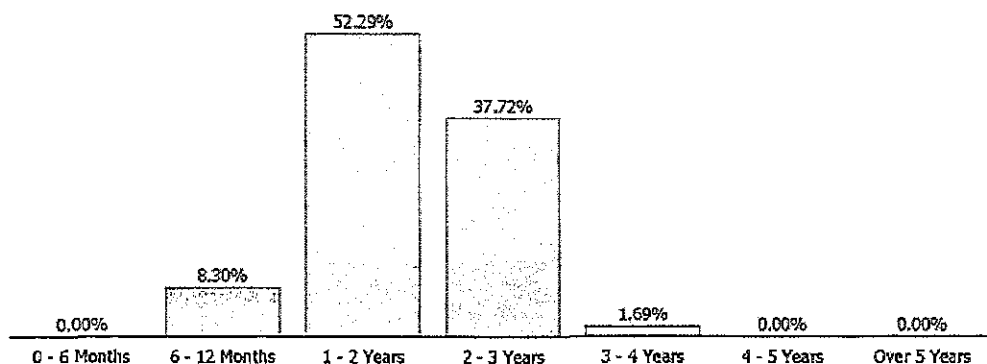
CITY OF LAKEWOOD - 51260100

### Account Summary

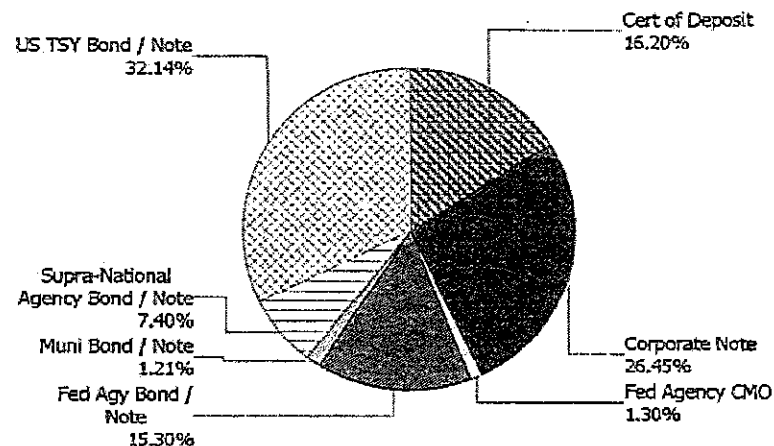
Description	Par Value	Market Value	Percent
U.S. Treasury Bond / Note	11,730,000.00	11,509,290.73	32.14
Supra-National Agency Bond / Note	2,690,000.00	2,651,619.97	7.40
Municipal Bond / Note	435,000.00	433,964.70	1.21
Federal Agency Collateralized Mortgage Obligation	462,908.00	465,682.63	1.30
Federal Agency Bond / Note	5,575,000.00	5,478,478.05	15.30
Corporate Note	9,595,000.00	9,473,264.06	26.45
Certificate of Deposit	5,825,000.00	5,801,979.44	16.20
<b>Managed Account Sub-Total</b>	<b>36,312,908.00</b>	<b>35,814,279.58</b>	<b>100.00%</b>
Accrued Interest		152,049.41	
<b>Total Portfolio</b>	<b>36,312,908.00</b>	<b>35,966,328.99</b>	

Unsettled Trades 0.00 0.00

### Maturity Distribution



### Sector Allocation



### Characteristics

Yield to Maturity at Cost	1.90%
Yield to Maturity at Market	2.65%
Duration to Worst	1.76
Weighted Average Days to Maturity	568





## Managed Account Issuer Summary

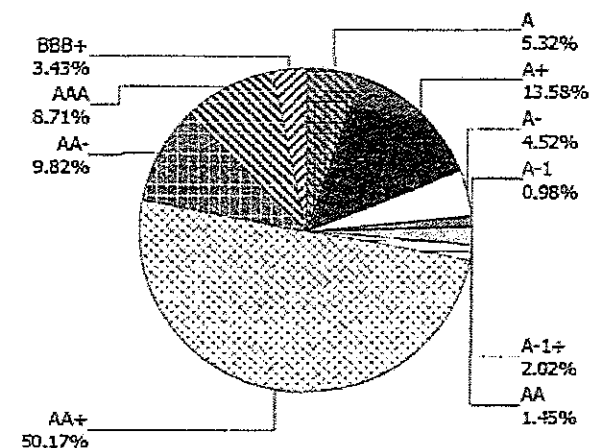
For the Month Ending June 30, 2018

CITY OF LAKEWOOD - 51260100

### Issuer Summary

Issuer	Market Value of Holdings	Percent
AMERICAN EXPRESS CO	383,151.58	1.07
AMERICAN HONDA FINANCE	295,511.44	0.83
APPLE INC	345,048.20	0.96
BANK OF AMERICA CO	342,162.46	0.96
BANK OF MONTREAL	349,347.95	0.98
BANK OF NOVA SCOTIA	553,051.95	1.54
BB&T CORPORATION	346,580.85	0.97
CALIFORNIA ST	433,964.70	1.21
CANADIAN IMPERIAL BANK OF COMMERCE	549,998.90	1.54
CATERPILLAR INC	253,190.60	0.71
CHARLES SCHWAB	175,699.30	0.49
CHEVRON CORPORATION	322,060.38	0.90
CITIGROUP INC	341,126.46	0.95
DEERE & COMPANY	464,047.28	1.30
EXXON MOBIL CORP	172,540.38	0.48
FANNIE MAE	4,223,094.88	11.78
FEDERAL HOME LOAN BANKS	835,283.10	2.33
FREDDIE MAC	885,782.70	2.47
GENERAL DYNAMICS CORP	209,771.73	0.59
GOLDMAN SACHS GROUP INC	372,406.13	1.04
HERSHEY COMPANY	135,151.47	0.38
HOME DEPOT INC	162,032.15	0.45
HONEYWELL INTERNATIONAL	93,816.59	0.26
HSBC HOLDINGS PLC	123,540.13	0.34
IBM CORP	296,209.50	0.83
INTEL CORPORATION	172,262.48	0.48
INTER-AMERICAN DEVELOPMENT BANK	1,251,814.97	3.50
INTERNATIONAL FINANCE CORPORATION	371,746.50	1.04
INTL BANK OF RECONSTRUCTION AND DEV	1,028,058.50	2.87
JOHNSON & JOHNSON	78,685.04	0.22
JP MORGAN CHASE & CO	345,497.95	0.96
MICROSOFT CORP	389,283.39	1.09

### Credit Quality (S&P Ratings)





## Managed Account Issuer Summary

For the Month Ending June 30, 2018

CITY OF LAKEWOOD - 51260100

Issuer	Market Value of Holdings	Percent
MORGAN STANLEY	344,649.55	0.96
NATIONAL RURAL UTILITIES CO FINANCE CORP	153,846.96	0.43
NORDEA BANK AB	721,175.63	2.01
PACCAR FINANCIAL CORP	216,554.18	0.60
PEPSICO INC	127,843.82	0.36
PFIZER INC	98,996.10	0.28
ROYAL BANK OF CANADA	553,870.90	1.55
SKANDINAVISKA ENSKILDA BANKEN AB	718,745.43	2.01
SVENSKA HANDELSBANKEN AB	721,851.33	2.02
SWEDBANK AB	367,169.25	1.03
THE BANK OF NEW YORK MELLON CORPORATION	345,034.21	0.96
THE WALT DISNEY CORPORATION	411,022.92	1.15
TOYOTA MOTOR CORP	477,982.05	1.33
UBS AG	627,055.00	1.75
UNILEVER PLC	372,049.88	1.04
UNITED PARCEL SERVICE INC	214,598.34	0.60
UNITED STATES TREASURY	11,509,290.73	32.13
VISA INC	98,375.80	0.27
WAL-MART STORES INC	419,649.38	1.17
WELLS FARGO & COMPANY	372,885.38	1.04
WESTPAC BANKING CORP	639,713.10	1.79
<b>Total</b>	<b>\$35,814,279.58</b>	<b>100.00%</b>



# Managed Account Detail of Securities Held

For the Month Ending June 30, 2018

CITY OF LAKEWOOD - 51260100

Security Type/Description Dated Date/Coupon/Maturity	CUSIP	Par	S&P Rating	Moody's Rating	Trade Date	Settle Date	Original Cost	YTM at Cost	Accrued Interest	Amortized Cost	Market Value
U.S. Treasury Bond / Note											
US TREASURY NOTES DTD 12/01/2014 1.500% 11/30/2019	912828G61	2,000,000.00	AA+	Aaa	12/01/16	12/05/16	2,003,125.00	1.45	2,540.98	2,001,498.24	1,973,046.00
US TREASURY NOTES DTD 02/02/2015 1.250% 01/31/2020	912828H52	1,400,000.00	AA+	Aaa	01/03/17	01/05/17	1,388,843.75	1.52	7,299.72	1,394,187.55	1,373,202.60
US TREASURY NOTES DTD 03/02/2015 1.375% 02/29/2020	912828J50	575,000.00	AA+	Aaa	08/31/17	09/01/17	574,977.54	1.38	2,642.58	574,984.99	564,375.73
US TREASURY NOTES DTD 04/30/2015 1.375% 04/30/2020	912828K58	575,000.00	AA+	Aaa	04/07/17	04/10/17	572,035.16	1.55	1,332.03	573,207.25	563,230.33
US TREASURY NOTES DTD 04/30/2015 1.375% 04/30/2020	912828K58	1,050,000.00	AA+	Aaa	04/03/17	04/05/17	1,045,283.20	1.53	2,432.40	1,047,161.36	1,028,507.55
US TREASURY NOTES DTD 06/30/2015 1.625% 06/30/2020	912828XH8	1,825,000.00	AA+	Aaa	06/26/17	06/28/17	1,831,558.59	1.50	80.59	1,829,391.61	1,792,564.28
US TREASURY NOTES DTD 07/31/2015 1.625% 07/31/2020	912828XM7	250,000.00	AA+	Aaa	07/05/17	07/07/17	250,156.25	1.60	1,694.58	250,107.60	245,293.00
US TREASURY NOTES DTD 10/31/2015 1.375% 10/31/2020	912828L99	100,000.00	AA+	Aaa	10/17/17	10/17/17	99,015.63	1.71	231.66	99,240.34	97,281.20
US TREASURY NOTES DTD 11/30/2015 1.625% 11/30/2020	912828M98	255,000.00	AA+	Aaa	11/01/17	11/03/17	253,894.34	1.77	350.97	254,127.20	249,282.39
US TREASURY NOTES DTD 12/31/2015 1.750% 12/31/2020	912828N48	1,200,000.00	AA+	Aaa	12/01/17	12/05/17	1,194,281.25	1.91	57.07	1,195,328.87	1,175,672.40
US TREASURY NOTES DTD 01/31/2016 1.375% 01/31/2021	912828N89	750,000.00	AA+	Aaa	01/02/18	01/04/18	735,000.00	2.05	4,301.62	737,335.81	727,119.00
US TREASURY NOTES DTD 06/02/2014 2.000% 05/31/2021	912828WN6	1,750,000.00	AA+	Aaa	06/04/18	06/06/18	1,718,896.48	2.62	2,964.48	1,719,586.00	1,719,716.25
<b>Security Type Sub-Total</b>		<b>11,730,000.00</b>					<b>11,667,067.19</b>	<b>1.75</b>	<b>25,928.68</b>	<b>11,676,156.82</b>	<b>11,509,290.73</b>
Supra-National Agency Bond / Note											
INTER-AMERICAN DEVELOPMENT BANK DTD 04/12/2016 1.000% 05/13/2019	458182DX7	505,000.00	AAA	Aaa	04/05/16	04/12/16	503,485.00	1.10	673.33	504,569.21	498,447.63



# Managed Account Detail of Securities Held

For the Month Ending June 30, 2018

CITY OF LAKEWOOD - 51260100

Security Type/Description Dated Date/Coupon/Maturity	CUSIP	Par	S&P Rating	Moody's Rating	Trade Date	Settle Date	Original Cost	YTM at Cost	Accrued Interest	Amortized Cost	Market Value
<b>Supra-National Agency Bond / Note</b>											
INTL BANK OF RECON AND DEV SN NOTE DTD 07/13/2016 0.875% 08/15/2019	459058FK4	350,000.00	AAA	Aaa	07/06/16	07/13/16	349,926.50	0.88	1,156.94	349,972.89	343,714.00
INTL BANK OF RECON AND DEV GLOBAL NOTES DTD 10/27/2016 1.125% 11/27/2019	459058FS7	350,000.00	AAA	Aaa	08/28/17	08/30/17	347,014.50	1.51	371.88	348,117.82	343,042.00
INTL BANK OF RECONSTRUCTION AND DEV NOTE DTD 09/19/2017 1.561% 09/12/2020	45905UP32	350,000.00	AAA	Aaa	09/12/17	09/19/17	349,160.00	1.64	1,654.23	349,376.64	341,302.50
INTER-AMERICAN DEVELOPMENT BANK DTD 11/08/2013 2.125% 11/09/2020	4581X0CD8	345,000.00	AAA	Aaa	10/02/17	10/10/17	348,197.84	1.81	1,058.96	347,462.41	340,359.75
INTERNATIONAL FINANCE CORPORATION NOTE DTD 03/16/2018 2.635% 03/09/2021	45950VLO7	375,000.00	AAA	Aaa	03/09/18	03/16/18	374,718.75	2.66	2,882.03	374,744.75	371,746.50
INTER-AMERICAN DEVELOPMENT BANK NOTE DTD 04/19/2018 2.625% 04/19/2021	4581X0DS1	415,000.00	AAA	Aaa	04/12/18	04/19/18	414,087.00	2.70	2,178.75	414,145.84	413,007.59
<b>Security Type Sub-Total</b>		<b>2,690,000.00</b>					<b>2,686,589.59</b>	<b>1.76</b>	<b>9,976.12</b>	<b>2,688,389.56</b>	<b>2,651,619.97</b>
<b>Municipal Bond / Note</b>											
CA ST TXBL GO BONDS DTD 04/25/2018 2.800% 04/01/2021	13063DGA0	435,000.00	AA-	Aa3	04/18/18	04/25/18	435,017.40	2.80	2,233.00	435,014.59	433,964.70
<b>Security Type Sub-Total</b>		<b>435,000.00</b>					<b>435,017.40</b>	<b>2.80</b>	<b>2,233.00</b>	<b>435,014.59</b>	<b>433,964.70</b>
<b>Federal Agency Collateralized Mortgage Obligation</b>											
FNMA SERIES 2015-M15 ASQ2 DTD 11/01/2015 1.898% 01/01/2019	3136AOSW1	31,327.52	AA+	Aaa	11/06/15	11/30/15	31,640.79	1.20	49.55	31,340.62	31,231.64
FNMA SERIES 2016-M9 ASQ2 DTD 06/01/2016 1.785% 06/01/2019	3136ASPX8	61,647.33	AA+	Aaa	06/09/16	06/30/16	62,263.78	1.05	91.70	61,773.57	61,404.78



## Managed Account Detail of Securities Held

For the Month Ending June 30, 2018

CITY OF LAKEWOOD - 51260100

Security Type/Description Dated Date/Coupon/Maturity	CUSIP	Par	S&P Rating	Moody's Rating	Trade Date	Settle Date	Original Cost	YTM at Cost	Accrued Interest	Amortized Cost	Market Value
<b>Federal Agency Collateralized Mortgage Obligation</b>											
FANNIE MAE SERIES 2015-M13 ASQ2 DTD 10/01/2015 1.646% 09/01/2019	3136AOD00	109,933.15	AA+	Aaa	10/07/15	10/30/15	111,034.01	1.08	150.79	110,158.07	109,369.78
FNA 2018-MS A2 DTD 04/01/2018 3.560% 09/25/2021	3136B1XP4	260,000.00	AA+	Aaa	04/11/18	04/30/18	265,171.66	2.27	771.33	265,018.70	263,676.43
<b>Security Type Sub-Total</b>		<b>462,908.00</b>					<b>470,110.24</b>	<b>1.76</b>	<b>1,063.37</b>	<b>468,290.96</b>	<b>465,682.63</b>
<b>Federal Agency Bond / Note</b>											
FHLMC REFERENCE NOTE DTD 07/20/2016 0.875% 07/19/2019	3137EAE01	900,000.00	AA+	Aaa	07/19/16	07/20/16	897,822.00	0.96	3,543.75	899,229.95	885,782.70
FNMA BENCHMARK NOTE DTD 08/02/2016 0.875% 08/02/2019	3135G0N33	650,000.00	AA+	Aaa	07/29/16	08/02/16	648,908.00	0.93	2,353.99	649,601.19	639,196.35
FNMA NOTES DTD 09/02/2016 1.000% 08/28/2019	3135G0P49	800,000.00	AA+	Aaa	10/03/16	10/05/16	799,520.00	1.02	2,733.33	799,806.96	785,916.00
FNMA NOTES DTD 09/02/2016 1.000% 08/28/2019	3135G0P49	1,200,000.00	AA+	Aaa	08/31/16	09/02/16	1,198,128.00	1.05	4,100.00	1,199,267.58	1,180,374.00
FHLS GLOBAL NOTES DTD 09/09/2016 1.000% 09/26/2019	3130A9EP2	850,000.00	AA+	Aaa	10/03/16	10/05/16	849,702.50	1.01	2,243.06	849,875.55	835,283.10
FNMA NOTES DTD 02/28/2017 1.500% 02/28/2020	3135G0T29	450,000.00	AA+	Aaa	02/24/17	02/28/17	449,712.00	1.52	2,306.25	449,839.22	442,395.00
FNMA NOTES DTD 08/01/2017 1.500% 07/30/2020	3135G0T60	725,000.00	AA+	Aaa	08/31/17	09/01/17	725,188.50	1.49	4,561.46	725,137.34	708,530.90
<b>Security Type Sub-Total</b>		<b>5,575,000.00</b>					<b>5,568,981.00</b>	<b>1.11</b>	<b>21,841.84</b>	<b>5,572,757.79</b>	<b>5,478,478.05</b>
<b>Corporate Note</b>											
WELLS FARGO & COMPANY CORP NOTE DTD 04/22/2014 2.125% 04/22/2019	94974BFU9	375,000.00	A-	A2	03/10/16	03/15/16	376,533.75	1.99	1,527.34	375,409.25	372,885.38
GOLDMAN SACHS GRP INC CORP NT (CALLABLE) DTD 04/25/2016 2.000% 04/25/2019	38141GVTB	50,000.00	BBB+	A3	04/20/16	04/25/16	49,861.00	2.10	183.33	49,961.32	49,654.15



# Managed Account Detail of Securities Held

For the Month Ending June 30, 2018

CITY OF LAKEWOOD - 51260100

Security Type/Description Dated Date/Coupon/Maturity	CUSIP	Par	S&P Rating	Moody's Rating	Trade Date	Settle Date	Original Cost	YTM at Cost	Accrued Interest	Amortized Cost	Market Value
<b>Corporate Note</b>											
GOLDMAN SACHS GRP INC CORP NT (CALLABLE) DTD 04/25/2016 2.000% 04/25/2019	38141GVT8	325,000.00	BBB+	A3	04/21/16	04/26/16	324,792.00	2.02	1,191.67	324,942.14	322,751.98
CHEVRON CORP NOTES DTD 05/16/2016 1.561% 05/16/2019	166764BH2	325,000.00	AA-	Aa2	05/09/16	05/16/16	325,000.00	1.56	634.16	325,000.00	322,060.38
PFIZER INC CORP NOTES DTD 06/03/2016 1.450% 06/03/2019	717081DU4	100,000.00	AA	A1	05/31/16	06/03/16	99,886.00	1.49	112.78	99,964.42	98,996.10
CITIGROUP INC CORP NOTES DTD 06/09/2016 2.050% 06/07/2019	172967KS9	145,000.00	BBB+	Baa1	06/02/16	06/09/16	144,924.60	2.07	198.17	144,975.98	143,838.26
APPLE INC CORP NOTES DTD 08/04/2016 1.100% 08/02/2019	037833CB4	350,000.00	AA+	Aa1	07/28/16	08/04/16	349,650.00	1.13	1,572.08	349,871.74	345,048.20
MICROSOFT CORP NOTES DTD 08/08/2016 1.100% 08/08/2019	594918BN3	230,000.00	AAA	Aaa	08/01/16	08/08/16	229,763.10	1.14	1,004.97	229,912.00	226,391.76
IBM CREDIT CORP NOTE DTD 09/08/2017 1.625% 09/05/2019	44932HAA1	300,000.00	A+	A1	09/05/17	09/08/17	299,772.00	1.66	1,557.29	299,864.12	296,209.50
PEPSICO, INC CORP NOTES DTD 10/06/2016 1.350% 10/04/2019	713448DJ4	130,000.00	A+	A1	10/03/16	10/06/16	129,980.50	1.36	424.13	129,991.70	127,843.82
WAL-MART STORES INC CORP NOTE DTD 10/20/2017 1.750% 10/09/2019	931142DY6	160,000.00	AA	Aa2	10/11/17	10/20/17	159,996.80	1.75	637.78	159,997.70	158,359.52
HONEYWELL INTERNATIONAL CORP NOTES DTD 10/30/2017 1.800% 10/30/2019	438516BO8	95,000.00	A	A2	10/23/17	10/30/17	94,925.90	1.84	289.75	94,950.42	93,816.59
BB&T CORP (CALLABLE) NOTE DTD 12/08/2014 2.450% 01/15/2020	05531FAS2	350,000.00	A-	A2	01/31/17	02/03/17	353,489.15	2.10	3,954.03	351,799.91	346,580.85
JPMORGAN CHASE & CO (CALLABLE) DTD 01/23/2015 2.250% 01/23/2020	46625HKA7	350,000.00	A-	A3	05/10/17	05/15/17	350,934.50	2.15	3,456.25	350,540.35	345,497.95
MORGAN STANLEY CORP BONDS DTD 01/27/2015 2.650% 01/27/2020	61747YDW2	175,000.00	BBB+	A3	01/31/17	02/03/17	176,513.75	2.35	1,983.82	175,810.93	173,729.15
MICROSOFT CORP NOTES DTD 02/06/2017 1.850% 02/06/2020	594918BV5	165,000.00	AAA	Aaa	01/30/17	02/06/17	164,889.45	1.87	1,229.48	164,940.39	162,891.63



# Managed Account Detail of Securities Held

For the Month Ending June 30, 2018

CITY OF LAKEWOOD - 51260100

Security Type/Description Dated Date/Coupon/Maturity	CUSIP	Par	S&P Rating	Moody's Rating	Trade Date	Settle Date	Original Cost	YTM at Cost	Accrued Interest	Amortized Cost	Market Value
<b>Corporate Note</b>											
AMERICAN HONDA FINANCE DTD 02/16/2017 2.000% 02/14/2020	02665WBM2	165,000.00	A+	A2	02/13/17	02/16/17	164,765.70	2.05	1,255.83	164,871.50	162,792.30
AMERICAN EXPRESS CREDIT (CALLABLE) NOTE DTD 03/03/2017 2.200% 03/03/2020	0258M0EE5	215,000.00	A-	A2	02/28/17	03/03/17	214,776.40	2.24	1,550.39	214,873.57	212,179.20
WALT DISNEY COMPANY CORP NOTES DTD 03/06/2017 1.950% 03/04/2020	25468PDP8	70,000.00	A+	A2	03/01/17	03/06/17	69,981.80	1.96	443.63	69,989.67	68,840.17
HSBC USA INC NOTES DTD 03/05/2015 2.350% 03/05/2020	40428HPR7	125,000.00	A	A2	03/27/18	03/29/18	123,407.50	3.03	946.53	123,613.86	123,540.13
EXXON MOBIL (CALLABLE) CORP NOTE DTD 03/06/2015 1.912% 03/06/2020	30231GAG7	175,000.00	AA+	Aaa	08/14/17	08/15/17	175,887.25	1.71	1,068.86	175,577.48	172,540.38
JOHN DEERE CAPITAL CORP NOTES DTD 03/15/2017 2.200% 03/13/2020	24422ETO2	145,000.00	A	A2	03/10/17	03/15/17	144,886.90	2.23	957.00	144,934.84	143,268.70
TOYOTA MOTOR CREDIT CORP DTD 04/17/2017 1.950% 04/17/2020	89236TDU6	120,000.00	AA-	Aa3	04/12/17	04/17/17	120,036.00	1.94	481.00	120,021.78	117,935.64
TOYOTA MOTOR CREDIT CORP DTD 04/17/2017 1.950% 04/17/2020	89236TDU6	255,000.00	AA-	Aa3	04/11/17	04/17/17	254,882.70	1.97	1,022.13	254,929.03	250,613.24
INTEL CORP NOTES DTD 05/11/2017 1.850% 05/11/2020	458140A23	175,000.00	A+	A1	05/08/17	05/11/17	174,933.50	1.86	449.65	174,958.32	172,262.48
GENERAL DYNAMICS CORP DTD 05/11/2018 2.875% 05/11/2020	369550BA5	210,000.00	A+	A2	05/08/18	05/11/18	209,256.60	3.06	838.54	209,307.06	209,771.73
HOME DEPOT INC CORP NOTES DTD 06/05/2017 1.800% 06/05/2020	437076BO4	165,000.00	A	A2	05/24/17	06/05/17	164,904.30	1.82	214.50	164,937.92	162,032.15
WALT DISNEY COMPANY CORP NOTES DTD 06/06/2017 1.800% 06/05/2020	25468PDU7	350,000.00	A+	A2	06/01/17	06/06/17	349,594.00	1.84	455.00	349,736.30	342,182.75
JOHN DEERE CAPITAL CORP NOTES DTD 06/22/2017 1.950% 06/22/2020	24422ETS8	75,000.00	A	A2	06/19/17	06/22/17	74,954.25	1.97	36.56	74,969.58	73,377.83
AMERICAN HONDA FINANCE CORP NOTES DTD 07/20/2017 1.950% 07/20/2020	02665WBT7	85,000.00	A+	A2	07/17/17	07/20/17	84,914.15	1.98	741.27	84,940.72	83,236.59



# Managed Account Detail of Securities Held

For the Month Ending June 30, 2018

CITY OF LAKEWOOD - 51260100

Security Type/Description			S&P	Moody's	Trade	Settle	Original	YTM	Accrued	Amortized	Market
Dated Date/Coupon/Maturity	CUSIP	Par	Rating	Rating	Date	Date	Cost	at Cost	Interest	Cost	Value
<b>Corporate Note</b>											
BNY MELLON CORP NOTE (CALLABLE) DTD 08/17/2015 2.600% 08/17/2020	06406HDD8	175,000.00	A	A1	02/16/18	02/21/18	174,140.75	2.81	1,693.61	174,262.17	173,254.73
CATERPILLAR FINL SERVICE NOTE DTD 09/07/2017 1.850% 09/04/2020	14913O2A6	260,000.00	A	A3	09/05/17	09/07/17	259,781.60	1.88	1,563.25	259,839.92	253,190.60
CITIGROUP INC CORP NOTES DTD 10/26/2015 2.650% 10/26/2020	172967K86	200,000.00	BBB+	Baa1	09/22/17	09/26/17	202,224.00	2.27	956.94	201,688.49	197,288.20
AMERICAN EXPRESS CO CORP (CALLABLE) NOTE DTD 10/30/2017 2.200% 10/30/2020	025816BP3	175,000.00	BBB+	A3	10/23/17	10/30/17	174,772.50	2.25	652.36	174,822.00	170,972.38
JOHNSON & JOHNSON CORP NOTE DTD 11/10/2017 1.950% 11/10/2020	478160CH5	80,000.00	AAA	Aaa	11/08/17	11/10/17	79,914.40	1.99	221.00	79,932.30	78,685.04
PACCAR FINANCIAL CORP NOTES DTD 11/13/2017 2.050% 11/13/2020	69371RN85	100,000.00	A+	A1	11/06/17	11/13/17	99,991.00	2.05	273.33	99,992.86	97,592.90
VISA INC (CALLABLE) CORP NOTES DTD 12/14/2015 2.200% 12/14/2020	92826CAB8	100,000.00	A+	A1	08/25/17	08/30/17	101,100.00	1.85	103.89	100,820.33	98,375.80
JOHN DEERE CAPITAL CORP NOTES DTD 01/08/2018 2.350% 01/08/2021	24422ETZ2	75,000.00	A	A2	01/03/18	01/08/18	74,961.00	2.37	846.98	74,967.06	73,685.25
AMERICAN HONDA FINANCE DTD 02/15/2018 2.650% 02/12/2021	02665WCD1	50,000.00	A+	A2	02/12/18	02/15/18	49,930.00	2.70	500.56	49,938.50	49,482.55
PACCAR FINANCIAL CORP NOTES DTD 02/27/2018 2.800% 03/01/2021	69371RN93	120,000.00	A+	A1	02/22/18	02/27/18	119,941.20	2.82	1,157.33	119,947.84	118,961.28
JOHN DEERE CAPITAL CORP NOTES DTD 03/13/2018 2.875% 03/12/2021	24422EUD9	175,000.00	A	A2	03/08/18	03/13/18	174,881.00	2.90	1,509.38	174,892.44	173,715.50
NATIONAL RURAL UTIL COOP DTD 02/26/2018 2.900% 03/15/2021	63743HER9	155,000.00	A	A2	02/21/18	02/26/18	154,827.95	2.94	1,560.76	154,847.79	153,846.96
UNILEVER CAPITAL CORP NOTES DTD 03/22/2018 2.750% 03/22/2021	904764AZ0	375,000.00	A+	A1	03/19/18	03/22/18	373,063.75	2.93	2,835.94	373,253.09	372,049.88





# Managed Account Detail of Securities Held

For the Month Ending June 30, 2018

CITY OF LAKEWOOD - 51260100

Security Type/Description Dated Date/Coupon/Maturity	CUSIP	Par	S&P Rating	Moody's Rating	Trade Date	Settle Date	Original Cost	YTM at Cost	Accrued Interest	Amortized Cost	Market Value
<b>Corporate Note</b>											
UNITED PARCEL SERVICE CORPORATE BOND DTD 11/14/2017 2.050% 04/01/2021	911312BP0	220,000.00	A+	A1	11/09/17	11/14/17	219,652.40	2.10	1,127.50	219,713.71	214,598.34
TOYOTA MOTOR CREDIT CORP CORP NOTES DTD 04/13/2018 2.950% 04/13/2021	89236TEU5	110,000.00	AA-	Aa3	04/10/18	04/13/18	109,956.00	2.96	703.08	109,959.06	109,433.17
BANK OF NEW YORK MELLON CORP (CALLABLE) DTD 02/19/2016 2.500% 04/15/2021	06406FAA1	175,000.00	A	A1	02/14/18	02/16/18	172,723.25	2.93	923.61	172,986.00	171,779.48
MORGAN STANLEY CORP NOTES DTD 04/21/2016 2.500% 04/21/2021	61746BEA0	175,000.00	BBB+	A3	02/13/18	02/15/18	172,060.00	3.06	850.69	172,398.45	170,920.40
HERSHEY COMPANY CORP NOTES DTD 05/10/2018 3.100% 05/15/2021	427866BA5	135,000.00	A	A1	05/03/18	05/10/18	134,906.85	3.12	592.88	134,911.17	135,151.47
CHARLES SCHWAB CORP CORP NOTES DTD 05/22/2018 3.250% 05/21/2021	808513AW5	175,000.00	A	A2	05/17/18	05/22/18	174,994.75	3.25	616.15	174,994.91	175,699.30
WAL-MART STORES INC CORP NOTES DTD 06/27/2018 3.125% 06/23/2021	931142EJ8	260,000.00	AA	Aa2	06/20/18	06/27/18	259,987.00	3.13	90.28	259,987.03	261,289.86
BANK OF AMERICA CORP (CALLABLE) DTD 09/18/2017 2.328% 10/01/2021	06051GGS2	135,000.00	A-	A3	09/22/17	09/26/17	134,784.00	2.37	785.70	134,823.40	131,976.95
BANK OF AMERICA CORP (CALLABLE) DTD 09/18/2017 2.328% 10/01/2021	06051GGS2	215,000.00	A-	A3	09/13/17	09/18/17	215,000.00	2.33	1,251.30	215,000.00	210,185.51
<b>Security Type Sub-Total</b>		<b>9,595,000.00</b>					<b>9,591,706.95</b>	<b>2.18</b>	<b>51,234.44</b>	<b>9,589,572.52</b>	<b>9,473,264.06</b>
<b>Certificate of Deposit</b>											
SVENSKA HANDELSBANKEN NY LT CD DTD 01/12/2017 1.890% 01/10/2019	86958JHB8	725,000.00	A-1+	P-1	01/10/17	01/12/17	725,000.00	1.91	6,546.75	725,000.00	721,851.33
BANK OF MONTREAL CHICAGO CERT DEPOS DTD 02/09/2017 1.880% 02/07/2019	06427KRC3	350,000.00	A-1	P-1	02/08/17	02/09/17	350,000.00	1.90	2,632.00	350,000.00	349,347.95



# Managed Account Detail of Securities Held

For the Month Ending June 30, 2018

CITY OF LAKEWOOD - 51260100

Security Type/Description Dated Date/Coupon/Maturity	CUSIP	Par	S&P Rating	Moody's Rating	Trade Date	Settle Date	Original Cost	YTM at Cost	Accrued Interest	Amortized Cost	Market Value
Certificate of Deposit											
SKANDINAV ENSKILDA BANKEN NY CD DTD 08/04/2017 1.840% 08/02/2019	83050FXT3	725,000.00	A+	Aa2	08/03/17	08/04/17	724,717.25	1.85	5,521.28	724,845.81	718,745.43
NORDEA BANK AB NY CD DTD 02/22/2018 2.720% 02/20/2020	65590ASN7	725,000.00	AA-	Aa3	02/20/18	02/22/18	725,000.00	2.72	7,066.33	725,000.00	721,175.63
UBS AG STAMFORD CT LT CD DTD 03/05/2018 2.900% 03/02/2020	90275DHG8	625,000.00	A+	Aa2	03/02/18	03/06/18	625,000.00	2.93	5,890.63	625,000.00	627,055.00
CANADIAN IMP BK COMM NY FLT CERT DEPOS DTD 04/10/2018 2.737% 04/10/2020	13606BVF0	550,000.00	A+	A1	04/06/18	04/10/18	550,000.00	2.78	3,429.43	550,000.00	549,998.90
BANK OF NOVA SCOTIA HOUSTON CD DTD 06/07/2018 3.080% 06/05/2020	06417GU22	550,000.00	A+	A1	06/05/18	06/07/18	549,791.00	3.10	1,129.33	549,797.75	553,051.95
WESTPAC BANKING CORP NY CD DTD 08/07/2017 2.050% 08/03/2020	96121T4A3	650,000.00	AA-	Aa3	08/03/17	08/07/17	650,000.00	2.05	5,330.00	650,000.00	639,713.10
SWEDBANK (NEW YORK) CERT DEPOS DTD 11/17/2017 2.270% 11/16/2020	87019U6D6	375,000.00	AA-	Aa2	11/16/17	11/17/17	375,000.00	2.30	1,087.71	375,000.00	367,169.25
ROYAL BANK OF CANADA NY CD DTD 06/08/2018 3.240% 06/07/2021	78012UEE1	550,000.00	AA-	A1	06/07/18	06/08/18	550,000.00	3.24	1,138.50	550,000.00	553,870.90
<b>Security Type Sub-Total</b>		<b>5,825,000.00</b>					<b>5,824,508.25</b>	<b>2.48</b>	<b>39,771.96</b>	<b>5,824,643.56</b>	<b>5,801,979.44</b>
<b>Managed Account Sub-Total</b>		<b>36,312,908.00</b>					<b>36,243,980.62</b>	<b>1.90</b>	<b>152,049.41</b>	<b>36,254,825.80</b>	<b>35,814,279.58</b>
<b>Securities Sub-Total</b>		<b>\$36,312,908.00</b>					<b>\$36,243,980.62</b>	<b>1.90%</b>	<b>\$152,049.41</b>	<b>\$36,254,825.80</b>	<b>\$35,814,279.58</b>
<b>Accrued Interest</b>											<b>\$152,049.41</b>
<b>Total Investments</b>											<b>\$35,966,328.99</b>



## Managed Account Fair Market Value & Analytics

For the Month Ending June 30, 2018

CITY OF LAKEWOOD - 51260100

Security Type/Description Dated Date/Coupon/Maturity	CUSIP	Par	Broker	Next Call Date	Market Price	Market Value	Unreal G/L On Cost	Unreal G/L Amort Cost	Effective Duration	Duration to Worst at Mkt	YTM
<b>U.S. Treasury Bond / Note</b>											
US TREASURY NOTES DTD 12/01/2014 1.500% 11/30/2019	912828G61	2,000,000.00	BARCLAYS		98.65	1,973,046.00	(30,079.00)	(28,452.24)	1.39	1.39	2.47
US TREASURY NOTES DTD 02/02/2015 1.250% 01/31/2020	912828H52	1,400,000.00	HSBC		98.09	1,373,202.60	(15,641.15)	(20,984.95)	1.55	1.55	2.49
US TREASURY NOTES DTD 03/02/2015 1.375% 02/29/2020	912828J50	575,000.00	JPM_CHAS		98.15	564,375.73	(10,601.81)	(10,609.26)	1.63	1.63	2.51
US TREASURY NOTES DTD 04/30/2015 1.375% 04/30/2020	912828K58	575,000.00	MERRILL		97.95	563,230.33	(8,804.83)	(9,976.92)	1.79	1.79	2.52
US TREASURY NOTES DTD 04/30/2015 1.375% 04/30/2020	912828K58	1,050,000.00	MORGAN_S		97.95	1,028,507.55	(16,775.65)	(18,653.81)	1.79	1.79	2.52
US TREASURY NOTES DTD 06/30/2015 1.625% 06/30/2020	912828XH8	1,825,000.00	CITIGRP		98.22	1,792,564.28	(38,994.31)	(36,827.33)	1.95	1.95	2.54
US TREASURY NOTES DTD 07/31/2015 1.625% 07/31/2020	912828XM7	250,000.00	CITIGRP		98.12	245,293.00	(4,863.25)	(4,814.60)	2.02	2.02	2.56
US TREASURY NOTES DTD 10/31/2015 1.375% 10/31/2020	912828L99	100,000.00	JPM_CHAS		97.28	97,281.20	(1,734.43)	(1,959.14)	2.27	2.27	2.58
US TREASURY NOTES DTD 11/30/2015 1.625% 11/30/2020	912828M98	255,000.00	JPM_CHAS		97.76	249,282.39	(4,611.95)	(4,844.81)	2.35	2.35	2.59
US TREASURY NOTES DTD 12/31/2015 1.750% 12/31/2020	912828N48	1,200,000.00	GOLDMAN		97.97	1,175,672.40	(18,608.85)	(19,656.47)	2.43	2.43	2.59
US TREASURY NOTES DTD 01/31/2016 1.375% 01/31/2021	912828N89	750,000.00	MORGAN_S		96.95	727,119.00	(7,881.00)	(10,216.81)	2.50	2.50	2.60
US TREASURY NOTES DTD 06/02/2014 2.000% 05/31/2021	912828WN6	1,750,000.00	JPM_CHAS		98.27	1,719,716.25	819.77	130.25	2.81	2.81	2.62
<b>Security Type Sub-Total</b>		<b>11,730,000.00</b>				<b>11,509,290.73</b>	<b>(157,776.46)</b>	<b>(166,866.09)</b>	<b>1.99</b>	<b>1.99</b>	<b>2.54</b>
<b>Supra-National Agency Bond / Note</b>											
INTER-AMERICAN DEVELOPMENT BANK DTD 04/12/2016 1.000% 05/13/2019	458182DX7	505,000.00	HSBC		98.70	498,447.63	(5,037.37)	(6,121.58)	0.86	0.86	2.52
INTL BANK OF RECON AND DEV SN NOTE DTD 07/13/2015 0.875% 08/15/2019	459058FK4	350,000.00	BNP PARI		98.20	343,714.00	(6,212.50)	(6,258.89)	1.10	1.10	2.50



# Managed Account Fair Market Value & Analytics

For the Month Ending June 30, 2018

CITY OF LAKEWOOD - 51260100

Security Type/Description Dated Date/Coupon/Maturity	CUSIP	Par	Broker	Next Call Date	Market Price	Market Value	Unreal G/L On Cost	Unreal G/L Amort Cost	Effective Duration	Duration to Worst at Mkt	YTM
<b>Supra-National Agency Bond / Note</b>											
INTL BANK OF RECON AND DEV GLOBAL NOTES DTD 10/27/2016 1.125% 11/27/2019	459058FS7	350,000.00	CITIGRP		98.01	343,042.00	(3,972.50)	(5,075.82)	1.38	1.38	2.57
INTL BANK OF RECONSTRUCTION AND DEV NOTE DTD 09/19/2017 1.561% 09/12/2020	45905UP32	350,000.00	HSBC		97.52	341,302.50	(7,857.50)	(8,074.14)	2.13	2.13	2.73
INTER-AMERICAN DEVELOPMENT BANK DTD 11/08/2013 2.125% 11/09/2020	4581X0CD8	345,000.00	HSBC		98.66	340,359.75	(7,838.09)	(7,102.66)	2.28	2.28	2.72
INTERNATIONAL FINANCE CORPORATION NOTE DTD 03/16/2018 2.635% 03/09/2021	45950VLO7	375,000.00	HSBC		99.13	371,746.50	(2,972.25)	(2,998.25)	2.56	2.56	2.97
INTER-AMERICAN DEVELOPMENT BANK NOTE DTD 04/19/2018 2.625% 04/19/2021	4581X0DB1	415,000.00	CITIGRP		99.52	413,007.59	(1,079.41)	(1,138.25)	2.67	2.67	2.80
<b>Security Type Sub-Total</b>		<b>2,690,000.00</b>				<b>2,651,619.97</b>	<b>(34,969.62)</b>	<b>(36,769.59)</b>	<b>1.82</b>	<b>1.82</b>	<b>2.68</b>
<b>Municipal Bond / Note</b>											
CA ST TXBL GO BONDS DTD 04/25/2018 2.800% 04/01/2021	13063DGA0	435,000.00	JPM_CHAS		99.76	433,964.70	(1,052.70)	(1,049.89)	2.62	2.62	2.89
<b>Security Type Sub-Total</b>		<b>435,000.00</b>				<b>433,964.70</b>	<b>(1,052.70)</b>	<b>(1,049.89)</b>	<b>2.62</b>	<b>2.62</b>	<b>2.89</b>
<b>Federal Agency Collateralized Mortgage Obligation</b>											
FNMA SERIES 2015-M15 ASQ2 DTD 11/01/2015 1.898% 01/01/2019	3136AOSW1	31,327.52	GOLDMAN		99.69	31,231.64	(409.15)	(108.98)	0.28	0.41	2.34
FNMA SERIES 2016-M9 ASQ2 DTD 06/01/2016 1.785% 06/01/2019	3136ASPX8	61,647.33	CSFB		99.61	61,404.78	(859.00)	(368.79)	0.44	0.78	2.14
FANNIE MAE SERIES 2015-M13 ASQ2 DTD 10/01/2015 1.646% 09/01/2019	3136AOD00	109,933.15	MORGANST		99.49	109,369.78	(1,664.23)	(788.29)	0.50	1.01	2.05
FVA 2018-M5 A2 DTD 04/01/2018 3.560% 09/25/2021	3136B1XP4	260,000.00	JPM_CHAS		101.41	263,676.43	(1,495.23)	(1,342.27)	2.53	1.63	2.55
<b>Security Type Sub-Total</b>		<b>462,908.00</b>				<b>465,682.63</b>	<b>(4,427.61)</b>	<b>(2,608.33)</b>	<b>1.63</b>	<b>1.29</b>	<b>2.36</b>



# Managed Account Fair Market Value & Analytics

For the Month Ending June 30, 2018

CITY OF LAKEWOOD - 51260100

Security Type/Description Dated Date/Coupon/Maturity	CUSIP	Par	Broker	Next Call Date	Market Price	Market Value	Unreal G/L On Cost	Unreal G/L Amort Cost	Effective Duration	Duration to Worst at Mkt	YTM
<b>Federal Agency Bond / Note</b>											
FHLMC REFERENCE NOTE DTD 07/20/2016 0.875% 07/19/2019	3137EAE1	900,000.00	TD SEC U		98.42	885,782.70	(12,039.30)	(13,447.25)	1.03	1.03	2.40
FNMA BENCHMARK NOTE DTD 08/02/2016 0.875% 08/02/2019	3135G0N33	650,000.00	GOLDMAN		98.34	639,196.35	(9,711.65)	(10,404.84)	1.07	1.07	2.43
FNMA NOTES DTD 09/02/2016 1.000% 08/28/2019	3135G0P49	800,000.00	HSBC		98.35	786,916.00	(12,604.00)	(12,890.96)	1.14	1.14	2.44
FNMA NOTES DTD 09/02/2016 1.000% 08/28/2019	3135G0P49	1,200,000.00	GOLDMAN		98.36	1,180,374.00	(17,754.00)	(18,893.58)	1.14	1.14	2.44
FHFB GLOBAL NOTES DTD 09/09/2016 1.000% 09/26/2019	3130A9EP2	850,000.00	TD SEC U		98.27	835,283.10	(14,419.40)	(14,592.45)	1.22	1.22	2.43
FNMA NOTES DTD 02/28/2017 1.500% 02/28/2020	3135G0T29	450,000.00	JPM_CHAS		98.31	442,395.00	(7,317.00)	(7,444.22)	1.62	1.62	2.54
FNMA NOTES DTD 08/01/2017 1.500% 07/30/2020	3135G0T60	725,000.00	NOMURA		97.73	708,530.90	(16,657.60)	(16,606.44)	2.02	2.02	2.63
<b>Security Type Sub-Total</b>		<b>5,575,000.00</b>				<b>5,478,478.05</b>	<b>(90,502.95)</b>	<b>(94,279.74)</b>	<b>1.28</b>	<b>1.28</b>	<b>2.46</b>
<b>Corporate Note</b>											
WELLS FARGO & COMPANY CORP NOTE DTD 04/22/2014 2.125% 04/22/2019	94974BFU9	375,000.00	NOMURA		99.44	372,885.38	(3,648.37)	(2,523.87)	0.79	0.79	2.83
GOLDMAN SACHS GRP INC CORP NT (CALLABLE) DTD 04/25/2016 2.000% 04/25/2019	38141GVT8	50,000.00	GOLDMAN	03/25/19	99.31	49,654.15	(206.85)	(307.17)	0.79	0.80	2.86
GOLDMAN SACHS GRP INC CORP NT (CALLABLE) DTD 04/25/2016 2.000% 04/25/2019	38141GVT8	325,000.00	MIZUHO	03/25/19	99.31	322,751.98	(2,040.02)	(2,190.16)	0.79	0.80	2.86
CHEVRON CORP NOTES DTD 05/16/2016 1.561% 05/16/2019	166764BH2	325,000.00	WELLSFAR		99.10	322,060.38	(2,939.62)	(2,939.62)	0.86	0.86	2.61
PFIZER INC CORP NOTES DTD 06/03/2016 1.450% 06/03/2019	717081DU4	100,000.00	MORGANST		99.00	98,996.10	(889.90)	(968.32)	0.91	0.91	2.55
CITIGROUP INC CORP NOTES DTD 06/09/2016 2.050% 06/07/2019	172967KS9	145,000.00	CITIGRP		99.20	143,838.26	(1,086.34)	(1,137.72)	0.92	0.92	2.92
APPLE INC CORP NOTES DTD 08/04/2016 1.100% 08/02/2019	037833CB4	350,000.00	GOLDMAN		98.59	345,048.20	(4,601.80)	(4,823.54)	1.07	1.07	2.42



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<b>Corporate Note</b>											
MICROSOFT CORP NOTES DTD 08/08/2016 1.100% 08/08/2019	594918BN3	230,000.00	MERRILL		98.43	226,391.76	(3,371.34)	(3,520.24)	1.08	1.08	2.55
IBM CREDIT CORP NOTE DTD 09/08/2017 1.625% 09/06/2019	44932HAA1	300,000.00	JPM_CHAS		98.74	296,209.50	(3,562.50)	(3,654.62)	1.16	1.16	2.72
PEPSICO, INC CORP NOTES DTD 10/06/2016 1.350% 10/04/2019	713448DJ4	130,000.00	CITIGRP		98.34	127,843.82	(2,136.68)	(2,147.88)	1.23	1.23	2.70
WAL-MART STORES INC CORP NOTE DTD 10/20/2017 1.750% 10/09/2019	931142DY6	160,000.00	MORGAN_S		98.97	158,359.52	(1,637.28)	(1,638.18)	1.25	1.25	2.57
HONEYWELL INTERNATIONAL CORP NOTES DTD 10/30/2017 1.800% 10/30/2019	438516BQ8	95,000.00	MERRILL		98.75	93,816.59	(1,109.31)	(1,133.83)	1.30	1.30	2.76
BB&T CORP (CALLABLE) NOTE DTD 12/08/2014 2.450% 01/15/2020	05531FAS2	350,000.00	GOLDMAN	12/15/19	99.02	346,580.85	(6,908.30)	(5,219.06)	1.47	1.48	3.10
JPMORGAN CHASE & CO (CALLABLE) DTD 01/23/2015 2.250% 01/23/2020	46625HKA7	350,000.00	HSBC	12/23/19	98.71	345,497.95	(5,436.55)	(5,042.40)	1.50	1.51	3.10
MORGAN STANLEY CORP BONDS DTD 01/27/2015 2.650% 01/27/2020	61747YDW2	175,000.00	WELLS_FA		99.27	173,729.15	(2,784.60)	(2,081.78)	1.51	1.51	3.13
MICROSOFT CORP NOTES DTD 02/06/2017 1.850% 02/06/2020	594918BV5	165,000.00	HSBC		98.72	162,891.63	(1,997.82)	(2,048.76)	1.55	1.55	2.67
AMERICAN HONDA FINANCE DTD 02/16/2017 2.000% 02/14/2020	02665WBM2	165,000.00	MIZUHO		98.66	162,792.30	(1,973.40)	(2,079.20)	1.57	1.57	2.85
AMERICAN EXPRESS CREDIT (CALLABLE) NOTE DTD 03/03/2017 2.200% 03/03/2020	0258M0EE5	215,000.00	MERRILL	02/01/20	98.69	212,179.20	(2,597.20)	(2,694.37)	1.61	1.62	3.01
WALT DISNEY COMPANY CORP NOTES DTD 03/06/2017 1.950% 03/04/2020	25468PDP8	70,000.00	CITIGRP		98.34	68,840.17	(1,141.63)	(1,149.50)	1.62	1.62	2.97
HSBC USA INC NOTES DTD 03/05/2015 2.350% 03/05/2020	40428HPR7	125,000.00	HSBC		98.83	123,540.13	132.63	(73.73)	1.62	1.62	3.07
EXXON MOBIL (CALLABLE) CORP NOTE DTD 03/06/2015 1.912% 03/06/2020	30231GAG7	175,000.00	GOLDMAN	02/06/20	98.59	172,540.38	(3,346.87)	(3,037.10)	1.62	1.63	2.77
JOHN DEERE CAPITAL CORP NOTES DTD 03/15/2017 2.200% 03/13/2020	24422ETO2	145,000.00	MITSU		98.81	143,268.70	(1,618.20)	(1,666.14)	1.65	1.65	2.92
TOYOTA MOTOR CREDIT CORP DTD 04/17/2017 1.950% 04/17/2020	89236TDU6	120,000.00	HSBC		98.28	117,935.64	(2,100.36)	(2,086.14)	1.74	1.74	2.94



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<b>Corporate Note</b>											
TOYOTA MOTOR CREDIT CORP DTD 04/17/2017 1.950% 04/17/2020	89236TDU6	255,000.00	MERRILL		98.28	250,613.24	(4,269.46)	(4,315.79)	1.74	1.74	2.94
INTEL CORP NOTES DTD 05/11/2017 1.850% 05/11/2020	458140AZ3	175,000.00	MORGAN_S		98.44	172,262.48	(2,671.02)	(2,695.84)	1.81	1.81	2.72
GENERAL DYNAMICS CORP DTD 05/11/2018 2.875% 05/11/2020	369550BA5	210,000.00	MERRILL		99.89	209,771.73	515.13	464.67	1.80	1.80	2.93
HOME DEPOT INC CORP NOTES DTD 06/05/2017 1.800% 06/05/2020	437076BO4	165,000.00	JPM_CHAS		98.20	162,032.15	(2,872.15)	(2,905.77)	1.88	1.88	2.76
WALT DISNEY COMPANY CORP NOTES DTD 06/06/2017 1.800% 06/05/2020	25468PDU7	350,000.00	DEUTSCHE		97.77	342,182.75	(7,411.25)	(7,553.55)	1.88	1.88	3.00
JOHN DEERE CAPITAL CORP NOTES DTD 06/22/2017 1.950% 06/22/2020	24422ET58	75,000.00	DEUTSCHE		97.84	73,377.83	(1,576.42)	(1,591.75)	1.92	1.92	3.09
AMERICAN HONDA FINANCE CORP NOTES DTD 07/20/2017 1.950% 07/20/2020	02665WBT7	85,000.00	BARCLAYS		97.93	83,236.59	(1,677.56)	(1,704.13)	1.98	1.98	3.00
BNY MELLON CORP NOTE (CALLABLE) DTD 08/17/2015 2.600% 08/17/2020	06406HDD8	175,000.00	HSBC	07/17/20	99.00	173,254.73	(886.02)	(1,007.44)	2.02	2.04	3.09
CATERPILLAR FINL SERVICE NOTE DTD 09/07/2017 1.850% 09/04/2020	14913Q2A6	260,000.00	BARCLAYS		97.38	253,190.60	(6,591.00)	(6,649.32)	2.10	2.10	3.10
CITIGROUP INC CORP NOTES DTD 10/26/2015 2.650% 10/26/2020	172967KB6	200,000.00	GOLDMAN		98.64	197,288.20	(4,935.80)	(4,400.29)	2.22	2.22	3.26
AMERICAN EXPRESS CO CORP (CALLABLE) NOTE DTD 10/30/2017 2.200% 10/30/2020	025816BP3	175,000.00	RBC	09/29/20	97.70	170,972.38	(3,800.12)	(3,849.62)	2.24	2.24	3.23
JOHNSON & JOHNSON CORP NOTE DTD 11/10/2017 1.950% 11/10/2020	478160CH5	80,000.00	JPM_CHAS		98.36	78,685.04	(1,229.36)	(1,247.26)	2.28	2.28	2.67
PACCAR FINANCIAL CORP NOTES DTD 11/13/2017 2.050% 11/13/2020	69371RN85	100,000.00	CITIGRP		97.59	97,592.90	(2,398.10)	(2,399.96)	2.28	2.28	3.11
VISA INC (CALLABLE) CORP NOTES DTD 12/14/2015 2.200% 12/14/2020	92826CAB8	100,000.00	FIFTH_3R	11/14/20	98.38	98,375.80	(2,724.20)	(2,444.53)	2.36	2.37	2.89
JOHN DEERE CAPITAL CORP NOTES DTD 01/08/2018 2.350% 01/08/2021	24422ETZ2	75,000.00	HSBC		98.25	73,685.25	(1,275.75)	(1,281.81)	2.40	2.40	3.08
AMERICAN HONDA FINANCE DTD 02/15/2018 2.650% 02/12/2021	02665WCD1	50,000.00	MIZUHO		98.97	49,482.55	(447.45)	(455.95)	2.48	2.48	3.06



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Security Type/Description Dated Date/Coupon/Maturity	CUSIP	Par	Broker	Next Call Date	Market Price	Market Value	Unreal G/L On Cost	Unreal G/L Amort Cost	Effective Duration	Duration to Worst at Mkt	YTM
<b>Corporate Note</b>											
PACCAR FINANCIAL CORP NOTES DTD 02/27/2018 2.800% 03/01/2021	69371RN93	120,000.00	JPM_CHAS		99.13	118,961.28	(979.92)	(986.56)	2.53	2.53	3.14
JOHN DEERE CAPITAL CORP NOTES DTD 03/13/2018 2.875% 03/12/2021	24422EUD9	175,000.00	BARCLAYS		99.27	173,715.50	(1,165.50)	(1,176.94)	2.56	2.56	3.16
NATIONAL RURAL UTIL COOP DTD 02/26/2018 2.900% 03/15/2021	63743HER9	155,000.00	RBC		99.26	153,846.96	(980.99)	(1,000.83)	2.56	2.56	3.19
UNILEVER CAPITAL CORP NOTES DTD 03/22/2018 2.750% 03/22/2021	904764AZ0	375,000.00	CITIGRP		99.21	372,049.88	(1,033.87)	(1,203.21)	2.59	2.59	3.05
UNITED PARCEL SERVICE CORPORATE BOND DTD 11/14/2017 2.050% 04/01/2021	911312BP0	220,000.00	JPM_CHAS		97.54	214,598.34	(5,054.06)	(5,115.37)	2.64	2.64	2.98
TOYOTA MOTOR CREDIT CORP CORP NOTES DTD 04/13/2018 2.950% 04/13/2021	89236TEU5	110,000.00	JPM_CHAS		99.48	109,433.17	(522.83)	(525.89)	2.64	2.64	3.14
BANK OF NEW YORK MELLON CORP (CALLABLE) DTD 02/19/2016 2.500% 04/15/2021	06406FAA1	175,000.00	BNP_PARI	03/15/21	98.16	171,779.48	(943.77)	(1,206.52)	2.65	2.66	3.19
MORGAN STANLEY CORP NOTES DTD 04/21/2016 2.500% 04/21/2021	61746BEA0	175,000.00	GOLDMAN		97.67	170,920.40	(1,139.60)	(1,478.05)	2.67	2.67	3.38
HERSHEY COMPANY CORP NOTES DTD 05/10/2018 3.100% 05/15/2021	427866BA5	135,000.00	MERRILL		100.11	135,151.47	244.62	240.30	2.72	2.72	3.06
CHARLES SCHWAB CORP CORP NOTES DTD 05/22/2018 3.250% 05/21/2021	808513AW5	175,000.00	CSFB		100.40	175,699.30	704.55	704.39	2.73	2.73	3.10
WAL-MART STORES INC CORP NOTES DTD 06/27/2018 3.125% 06/23/2021	931142EJ8	260,000.00	CITIGRP		100.50	261,289.86	1,302.86	1,302.83	2.83	2.83	2.95
BANK OF AMERICA CORP (CALLABLE) DTD 09/18/2017 2.328% 10/01/2021	06051GGS2	135,000.00	UBS	10/01/20	97.76	131,976.95	(2,807.05)	(2,846.45)	2.42	3.09	3.06
BANK OF AMERICA CORP (CALLABLE) DTD 09/18/2017 2.328% 10/01/2021	06051GGS2	215,000.00	MERRILL	10/01/20	97.76	210,185.51	(4,814.49)	(4,814.49)	2.42	3.09	3.06
<b>Security Type Sub-Total</b>		<b>9,595,000.00</b>				<b>9,473,264.06</b>	<b>(118,442.89)</b>	<b>(116,308.46)</b>	<b>1.79</b>	<b>1.82</b>	<b>2.94</b>

## Certificate of Deposit





## Managed Account Fair Market Value & Analytics

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Security Type/Description				Next Call	Market	Market	Unreal G/L	Unreal G/L	Effective	Duration	YTM
Dated Date/Coupon/Maturity	CUSIP	Par	Broker	Date	Price	Value	On Cost	Amort Cost	Duration	to Worst at Mkt	
<b>Certificate of Deposit</b>											
SVENSKA HANDELSBANKEN NY LT CD	86958JHB8	725,000.00	MERRILL		99.57	721,851.33	(3,148.67)	(3,148.67)	0.52	0.52	2.66
DTD 01/12/2017 1.890% 01/10/2019											
BANK OF MONTREAL CHICAGO CERT	06427KRC3	350,000.00	GOLDMAN		99.81	349,347.95	(652.05)	(652.05)	0.60	0.60	2.13
DEPOS											
DTD 02/09/2017 1.880% 02/07/2019											
SKANDINAV ENSKILDA BANKEN NY CD	83050FXT3	725,000.00	BARCLAYS		99.14	718,745.43	(5,971.82)	(6,100.38)	1.08	1.08	0.93
DTD 08/04/2017 1.840% 08/02/2019											
NORDEA BANK AB NY CD	65590ASN7	725,000.00	GOLDMAN		99.47	721,175.63	(3,824.37)	(3,824.37)	1.58	1.58	3.05
DTD 02/22/2018 2.720% 02/20/2020											
UBS AG STAMFORD CT LT CD	90275DHG8	625,000.00	UBS		100.33	627,055.00	2,055.00	2,055.00	1.61	1.61	2.73
DTD 03/06/2018 2.900% 03/02/2020											
CANADIAN IMP BK COMM NY FLT CERT	13606BVF0	550,000.00	MERRILL		100.00	549,998.90	(1.10)	(1.10)	0.25	1.72	2.78
DEPOS											
DTD 04/10/2018 2.737% 04/10/2020											
BANK OF NOVA SCOTIA HOUSTON CD	06417GU22	550,000.00	GOLDMAN		100.55	553,051.95	3,250.95	3,254.20	1.86	1.86	2.78
DTD 06/07/2018 3.080% 06/05/2020											
WESTPAC BANKING CORP NY CD	96121T4A3	650,000.00	JPM_CHAS		98.42	639,713.10	(10,286.90)	(10,286.90)	2.07	2.07	2.74
DTD 08/07/2017 2.050% 08/03/2020											
SWEDBANK (NEW YORK) CERT DEPOS	87019U6D6	375,000.00	MERRILL		97.91	367,169.25	(7,830.75)	(7,830.75)	2.29	2.29	3.21
DTD 11/17/2017 2.270% 11/16/2020											
ROYAL BANK OF CANADA NY CD	78012UEE1	550,000.00	RBC		100.70	553,870.90	3,870.90	3,870.90	2.78	2.78	2.99
DTD 06/08/2018 3.240% 06/07/2021											
<b>Security Type Sub-Total</b>		<b>5,825,000.00</b>				<b>5,801,979.44</b>	<b>(22,528.81)</b>	<b>(22,664.12)</b>	<b>1.44</b>	<b>1.58</b>	<b>2.57</b>
<b>Managed Account Sub-Total</b>		<b>36,312,908.00</b>				<b>35,814,279.58</b>	<b>(429,701.04)</b>	<b>(440,546.22)</b>	<b>1.73</b>	<b>1.76</b>	<b>2.65</b>
<b>Securities Sub-Total</b>		<b>\$36,312,908.00</b>				<b>\$35,814,279.58</b>	<b>(\$429,701.04)</b>	<b>(\$440,546.22)</b>	<b>1.73</b>	<b>1.76</b>	<b>2.65%</b>
<b>Accrued Interest</b>						<b>\$152,049.41</b>					
<b>Total Investments</b>						<b>\$35,966,328.99</b>					



## Managed Account Security Transactions & Interest

For the Month Ending June 30, 2018

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Transaction Type	Trade	Settle	Security Description	CUSIP	Par	Principal Proceeds	Accrued Interest	Total	Realized G/L Cost	Realized G/L Amort Cost	Sale Method
<b>BUY</b>											
	06/04/18	06/06/18	US TREASURY NOTES DTD 06/02/2014 2.000% 05/31/2021	912828WN6	1,750,000.00	(1,718,896.48)	(573.77)	(1,719,470.25)			
	06/05/18	06/07/18	BANK OF NOVA SCOTIA HOUSTON CD DTD 06/07/2018 3.080% 06/05/2020	06417GU22	550,000.00	(549,791.00)	0.00	(549,791.00)			
	06/07/18	06/08/18	ROYAL BANK OF CANADA NY CD DTD 06/08/2018 3.240% 06/07/2021	78012UEE1	550,000.00	(550,000.00)	0.00	(550,000.00)			
	06/20/18	06/27/18	WAL-MART STORES INC CORP NOTES DTD 06/27/2018 3.125% 06/23/2021	931142EJ8	260,000.00	(259,987.00)	0.00	(259,987.00)			
Transaction Type Sub-Total					3,110,000.00	(3,078,674.48)	(573.77)	(3,079,248.25)			
<b>INTEREST</b>											
	06/01/18	06/01/18	MONEY MARKET FUND	MONEY0002	0.00	0.00	34.90	34.90			
	06/01/18	06/22/18	FANNIE MAE SERIES 2015-M13 ASQ2 DTD 10/01/2015 1.646% 09/01/2019	3136AOD00	113,995.64	0.00	161.94	161.94			
	06/01/18	06/25/18	FINA 2018-M5 A2 DTD 04/01/2018 3.560% 09/25/2021	3136B1XP4	260,000.00	0.00	771.33	771.33			
	06/01/18	06/25/18	FNMA SERIES 2016-M9 ASQ2 DTD 06/01/2016 1.785% 06/01/2019	3136ASPX8	64,457.37	0.00	95.88	95.88			
	06/01/18	06/25/18	FNMA SERIES 2015-M15 ASQ2 DTD 11/01/2015 1.898% 01/01/2019	3136AOSW1	34,792.41	0.00	55.03	55.03			
	06/03/18	06/03/18	PFIZER INC CORP NOTES DTD 06/03/2016 1.450% 06/03/2019	717081DU4	350,000.00	0.00	2,537.50	2,537.50			
	06/05/18	06/05/18	HOME DEPOT INC CORP NOTES DTD 06/05/2017 1.800% 06/05/2020	437076SO4	165,000.00	0.00	1,485.00	1,485.00			
	06/05/18	06/05/18	WALT DISNEY COMPANY CORP NOTES DTD 06/06/2017 1.800% 06/05/2020	25468PDU7	350,000.00	0.00	3,150.00	3,150.00			
	06/07/18	06/07/18	CITIGROUP INC CORP NOTES DTD 06/09/2016 2.050% 06/07/2019	172967KS9	145,000.00	0.00	1,486.25	1,486.25			
	06/14/18	06/14/18	VISA INC (CALLABLE) CORP NOTES DTD 12/14/2015 2.200% 12/14/2020	92826CAB8	100,000.00	0.00	1,100.00	1,100.00			
	06/22/18	06/22/18	JOHN DEERE CAPITAL CORP NOTES DTD 06/22/2017 1.950% 06/22/2020	24422ETS8	75,000.00	0.00	731.25	731.25			
	06/30/18	06/30/18	US TREASURY NOTES DTD 12/31/2015 1.750% 12/31/2020	912828N48	1,200,000.00	0.00	10,500.00	10,500.00			



# Managed Account Security Transactions & Interest

For the Month Ending June 30, 2018

CITY OF LAKEWOOD - 51260100

Transaction Type		Security Description	CUSIP	Par	Principal	Accrued	Total	Realized G/L	Realized G/L	Sale
Trade	Settle				Proceeds	Interest		Cost	Amort Cost	Method
INTEREST										
06/30/18	06/30/18	US TREASURY NOTES DTD 06/30/2015 1.625% 06/30/2020	912828XH8	1,825,000.00	0.00	14,828.13	14,828.13			
Transaction Type Sub-Total				4,683,245.42	0.00	36,937.21	36,937.21			
PAYDOWNS										
06/01/18	06/25/18	FNMA SERIES 2016-M9 ASQ2 DTD 06/01/2016 1.785% 06/01/2019	3136ASPX8	2,810.04	2,810.04	0.00	2,810.04	(28.10)	0.00	
06/01/18	06/25/18	FANNIE MAE SERIES 2015-M13 ASQ2 DTD 10/01/2015 1.646% 09/01/2019	3136AOD00	4,062.49	4,062.49	0.00	4,062.49	(40.68)	0.00	
06/01/18	06/25/18	FNMA SERIES 2015-M15 ASQ2 DTD 11/01/2015 1.898% 01/01/2019	3136AOSW1	3,464.89	3,464.89	0.00	3,464.89	(34.65)	0.00	
Transaction Type Sub-Total				10,337.42	10,337.42	0.00	10,337.42	(103.43)	0.00	
SELL										
06/04/18	06/06/18	US TREASURY NOTES DTD 04/30/2014 1.625% 04/30/2019	912828D23	810,000.00	805,222.27	1,323.40	806,545.67	(25,787.10)	(11,483.65)	FIFO
06/04/18	06/06/18	US TREASURY NOTES DTD 04/30/2014 1.625% 04/30/2019	912828D23	890,000.00	884,750.39	1,454.11	886,204.50	(17,417.58)	(9,732.45)	FIFO
06/05/18	06/07/18	BANK OF NOVA SCOTIA HOUSTON LT CD DTD 04/06/2017 1.910% 04/05/2019	06417GUE6	725,000.00	720,744.25	2,423.31	723,167.56	(4,255.75)	(4,255.75)	FIFO
06/07/18	06/08/18	BANK OF MONTREAL CHICAGO CERT DEPOS DTD 02/09/2017 1.880% 02/07/2019	06427KRC3	375,000.00	373,158.75	2,369.58	375,528.33	(1,841.25)	(1,841.25)	FIFO
06/21/18	06/27/18	PFIZER INC CORP NOTES DTD 06/03/2016 1.450% 06/03/2019	717081DU4	250,000.00	247,427.50	241.67	247,669.17	(2,287.50)	(2,482.49)	FIFO
Transaction Type Sub-Total				3,050,000.00	3,031,303.16	7,812.07	3,039,115.23	(51,589.18)	(29,795.59)	
Managed Account Sub-Total					(37,033.90)	44,175.51	7,141.61	(51,692.61)	(29,795.59)	
Total Security Transactions					(\$37,033.90)	\$44,175.51	\$7,141.61	(\$51,692.61)	(\$29,795.59)	

# DIVIDER SHEET

RESOLUTION NO. 2018-43

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF  
LAKEWOOD AUTHORIZING THE DESTRUCTION OF  
CERTAIN PUBLIC RECORDS OF THE DEPARTMENT OF  
ADMINISTRATION MORE THAN TWO YEARS OLD

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

SECTION 1. Pursuant to the recommendations of the City Clerk and approval of the  
City Attorney and Administration Department Head, the City Clerk is hereby authorized to  
destroy the following public records:

Report of Lobbyist Employer Dated Through December 2015

State Legislation Faxes and Correspondence; Service Request Correspondence  
Dated Prior to June 30, 2016

SECTION 2. The City Council hereby finds and determines that the aforementioned  
public records are more than two years old and no longer required to be kept and maintained as  
public records.

SECTION 3. The City Clerk is directed to cause said record to be destroyed in  
accordance with the terms and provisions of Section 34090 of the Government Code of the State  
of California.

ADOPTED AND APPROVED THIS 14TH DAY OF AUGUST, 2018.

\_\_\_\_\_  
Mayor

ATTEST:

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

APPROVED BY DEPARTMENT HEAD

I, Thaddeus McCormack, do hereby certify that I am the duly appointed City Manager and that the aforementioned records of the City of Lakewood are more than two years of age, and the further maintenance of the same is no longer necessary or required. I recommend that said records be destroyed.

DATED this \_\_\_\_\_ day of \_\_\_\_\_, 2018.

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

APPROVAL BY CITY ATTORNEY

I do hereby certify that I am the duly appointed City Attorney of the City of Lakewood and that the aforementioned records are not required to be kept by statute or law and may be destroyed if more than two years of age, provided destruction thereof has been approved by the Department Head and the City Council.

DATED this \_\_\_\_\_ day of \_\_\_\_\_, 2018.

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

RESOLUTION NO. 2018-44

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF  
LAKEWOOD AUTHORIZING THE DESTRUCTION OF  
CERTAIN PUBLIC RECORDS OF THE DEPARTMENT OF  
ADMINISTRATION MORE THAN TWO YEARS OLD

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

SECTION 1. Pursuant to the recommendation of the City Clerk and approval of the City Attorney and Department Head, the City Clerk is hereby authorized to destroy the following public records:

Sheriff's Department Crime Summary Reports; Sky Knight Observer Summary Reports;  
and General Correspondence Dated Prior to June 30, 2016

Sky Knight Flight Hours Reports, Monthly Reports for Participating Cities and Operating  
Procedures Dated Prior to June 30, 2016

Los Angeles Regional Crime Information System (PARCIS) Grant Materials Audited Prior to  
June 30, 2015

Operation Lakewood Auto Watch (LAW) Registration Forms for Applicants No Longer Enrolled  
and Program Withdrawal Cards Dated Prior to June 30, 2016

Live Scan Applications Dated Prior to July 2016

SECTION 2. The City Council hereby finds and determines that the aforementioned public records are more than two years old and no longer required to be kept and maintained as a public record.

SECTION 3. The City Clerk is directed to cause said records to be destroyed in accordance with the terms and provisions of Section 34090 of the Government Code of the State of California.

ADOPTED AND APPROVED THIS 14TH DAY OF AUGUST, 2018.

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Mayor

ATTEST:

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City Clerk



APPROVED BY DEPARTMENT HEAD

I, Joshua Yordt, do hereby certify that I am the duly appointed Public Safety Director and that the aforementioned records of the City of Lakewood are more than two years of age, and the further maintenance of the same is no longer necessary or required. I recommend that said records be destroyed.

DATED this \_\_\_\_\_ day of \_\_\_\_\_, 2018.

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

APPROVAL BY CITY ATTORNEY

I do hereby certify that I am the duly appointed City Attorney of the City of Lakewood and that the aforementioned records are not required to be kept by statute or law and may be destroyed if more than two years of age, provided destruction thereof has been approved by the Department Head and the City Council.

DATED this \_\_\_\_\_ day of \_\_\_\_\_, 2018.

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

RESOLUTION NO. 2018-45

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF  
LAKEWOOD AUTHORIZING THE DESTRUCTION OF  
CERTAIN PUBLIC RECORDS OF THE DEPARTMENT OF  
ADMINISTRATIVE SERVICES MORE THAN TWO YEARS OLD

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

SECTION 1. Pursuant to the recommendation of the City Clerk and approval of the City Attorney and Department Head, the Director of Administrative Services is hereby authorized to destroy the following public records:

	through June 30
Notices of vehicles towed	2015
Closed Law suits / small claims	2016
Closed Subpoenas	2016
Closed Transmittals to the hearing officer/court	2016
Citations	2013
Dismissals	2013
Parking control – data	2013
Superceded Bail Schedule	2012
Utility billing - data and reports	2011
Utility rates	2011
Meter reading report	2011
Utility rebate report	2011
Utility service orders	2011
Connection/disconnects/registers/service	2011
Solid waste collection/disposal reports	2011
Closed liens / collections / small claims	2011
Utility customer records	2011
Superceded Recycling programs	2016
Superceded Conservation programs	2016
Superceded Regulations	2016
Building maintenance / leases	2011
Administrative Citations	2010
Bicycle licenses	2010
Bingo license	2010
Secondhand dealer license (pawn broker)	2010
Special event and other permits	2010

General billing records	2010
DUI billings	2010
Damage to city property	2010
Inactive business licenses	2011
Tax receivable: Sales/Property/UUT/TOT	2010
UUT exemption certificates	2010
TOT exemption certificates	2010
Federal and state funding reports	2010
1099 forms	2010
Checks	2010
Canceled checks	2010
Invoices	2010
Cash Disbursement Reports	2010
Contracts	2010
Bids & request for proposals/qualifications	2012
Successful and unsuccessful bidder/responder	2012
Purchase orders	2011
Stores / inventory	2011
Terminated contracts & agreements (no capital)	2011
Terminated building maintenance / leases	2011
Terminated equipment maintenance / leases	2011
Terminated vendor information	2010
Time cards	2010
W2s	2011
Salary records	20010
PERS reports	2010
Deferred comp reports	2010
Deduction reports	2010
Federal & state tax	2010
Payroll register	2010
General Ledger	2008
GL Trial Balance reports	2011
Revenue and expense reports	2011
Closed HUD Final Reports	2008
Superceded Studies / statistics	2015
Superceded Policies & procedures	2013
Bank registers	2010
Bank statements	2010
Deposit slips/records	2010

Daily cash receipts	2010
Bank reconciliations	2010
Investment transactions	2014
Closed RDA Statement of Indebtedness final report	2008
Closed Bond account statements, coupons and administration	2008
Budget amendments & transfers	2011
Proposed and operating budgets	2011
Labor distribution - Allocation Codes	2011
Internal periodic/regular reviews	2015
Audit work papers	2015
Audit hearing or review	2015
Grants - non-governmental	2010
CDBG	2010
Grants - federal, state and other governmental	2010
Grant - unsuccessful application	2016
Inventory list and documentation	2011
Surplus property auction or other disposal	2013

SECTION 2. The City Council hereby finds and determines that the aforementioned public records are more than two years old and no longer required to be kept and maintained as a public record.

SECTION 3. The City Clerk is directed to cause said records to be destroyed in accordance with the terms and provisions of Section 34090 of the Government Code of the State of California.

ADOPTED AND APPROVED THIS 14TH DAY OF AUGUST, 2018.

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Mayor

ATTEST:

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City Clerk

APPROVED BY DEPARTMENT HEAD

I, Jose Gomez, do hereby certify that I am the duly appointed Department Head of the Administrative Services Department and that the aforementioned records of the City of Lakewood are more than two years of age, and the further maintenance of the same is no longer necessary or required. I recommend that said records be destroyed.

DATED this \_\_\_\_\_ day of \_\_\_\_\_, 2018.

\_\_\_\_\_  
Department Head

APPROVAL BY CITY ATTORNEY

I do hereby certify that I am the duly appointed City Attorney of the City of Lakewood and that the aforementioned records are not required to be kept by statute or law and may be destroyed if more than two years of age, provided destruction thereof has been approved by the Department Head and the City Council.

DATED this \_\_\_\_\_ day of \_\_\_\_\_, 2018.

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

RESOLUTION NO. 2018-46

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF  
LAKEWOOD AUTHORIZING THE DESTRUCTION OF  
CERTAIN PUBLIC RECORDS OF THE DEPARTMENT OF CITY  
CLERK MORE THAN TWO YEARS OLD

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

SECTION 1. Pursuant to the recommendation of the City Clerk and approval of the City Attorney and Department Head, the City Clerk is hereby authorized to destroy the following public records:

Audio Recordings of Meetings of the City Council Dated Prior to June 30, 2016  
Claims for Damages Filed Against the City of Lakewood Closed Prior to June 30, 2013  
Litigation Files Closed Prior to June 30, 2013  
Statements of Economic Interest of City Officers and Employees  
Filing Period Dated Prior to January 1, 2011  
Notices of Adjournment and Affidavits of Posting for Meetings of the City Council  
Dated Prior to December 31, 2008  
Applicant Forms and Petitions for Street Closures Approved Prior to June 30, 2016  
Unsuccessful Bids for Public Works Projects Completed Prior to June 30, 2016  
Unsuccessful Bids for Purchasing Bids Awarded Prior to June 30, 2016  
Unsuccessful Bids for Requests for Proposals Submitted Prior to June 30, 2016  
Public Records Acts Requests Dated Prior to June 30, 2016  
Original Campaign Disclosure Forms of Unsuccessful Candidates for  
City Council Elections Prior to June 30, 2008  
Delinquent Garbage, Waste and Refuse Collection Hearing Notices and Reports  
Dated Through June 30, 2016  
Undeliverable Public Hearing Notices Dated Through June 30, 2015  
Parade Applications Approved Prior to June 30, 2005

SECTION 2. The City Council hereby finds and determines that the aforementioned public records are more than two years old and no longer required to be kept and maintained as a public record.

SECTION 3. The City Clerk is directed to cause said records to be destroyed in accordance with the terms and provisions of Section 34090 of the Government Code of the State of California.

ADOPTED AND APPROVED THIS 14TH DAY OF AUGUST, 2018.

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Mayor

ATTEST:

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City Clerk

APPROVED BY CITY CLERK

I, Jo Mayberry, do hereby certify that I am the duly appointed City Clerk and that the aforementioned records of the City of Lakewood are more than two years of age, and the further maintenance of the same is no longer necessary or required. I recommend that said records be destroyed.

DATED this \_\_\_\_\_ day of \_\_\_\_\_, 2018.

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

APPROVAL BY CITY ATTORNEY

I do hereby certify that I am the duly appointed City Attorney of the City of Lakewood and that the aforementioned records are not required to be kept by statute or law and may be destroyed if more than two years of age, provided destruction thereof has been approved by the Department Head and the City Council.

DATED this \_\_\_\_\_ day of \_\_\_\_\_, 2018.

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



RESOLUTION NO. 2018-47

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAKEWOOD AUTHORIZING THE DESTRUCTION OF CERTAIN PUBLIC RECORDS OF THE DEPARTMENT OF COMMUNITY DEVELOPMENT MORE THAN THREE YEARS OLD

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

SECTION 1. Pursuant to the recommendation of the City Clerk and approval of the City Attorney and the Department Head, the City Clerk is hereby authorized to destroy the following public records:

Closed Paid Back Loan Files Dated Prior to July 1, 2013

Closed/Cancelled Applications for Loans or Grants Dated Prior to July 1, 2013

Community Development Block Grant Program Files Closed Prior to June 30, 2013

Audio Recordings of Meetings of the Planning and Environment Commission  
Dated Prior to June 30, 2016

SECTION 2. The City Council hereby finds and determines that the aforementioned public records have been retained more than three (3) years from the date the loan has been paid back and the file closed, and the same are no longer required to be kept and maintained as public records.

SECTION 3. The City Clerk is directed to cause said records to be destroyed in accordance with the terms and provisions of Section 34090 of the Government Code of the State of California and the Code of Federal Regulations, Title 24 Section 570.490 Housing and Urban Development record retention.

ADOPTED AND APPROVED THIS 14TH DAY OF AUGUST, 2018.

---

Mayor

ATTEST:

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City Clerk

APPROVED BY DEPARTMENT HEAD

I, Sonia Southwell, do hereby certify that I am the Department Head of the Community Development Department and that the aforementioned records of the City of Lakewood are more than two years of age, and the further maintenance of the same is no longer necessary or required. I recommend that said records be destroyed.

DATED this \_\_\_\_\_ day of \_\_\_\_\_, 2018.

\_\_\_\_\_  
Department Head

APPROVAL BY CITY ATTORNEY

I do hereby certify that I am the duly appointed City Attorney of the City of Lakewood and that the aforementioned records are not required to be kept by statute or law and may be destroyed if more than two years of age, provided destruction thereof has been approved by the Department Head and the City Council.

DATED this \_\_\_\_\_ day of \_\_\_\_\_, 2018.

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

RESOLUTION NO. 2018-48

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF  
LAKEWOOD AUTHORIZING THE DESTRUCTION OF  
CERTAIN PUBLIC RECORDS OF THE DEPARTMENT OF  
PERSONNEL MORE THAN TWO YEARS OLD

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

SECTION 1. Pursuant to the recommendation of the City Clerk and approval of the City  
Attorney and Department Head, the City Clerk is hereby authorized to destroy the following public  
records:

Personnel Files of Terminated Seasonal & Part-time Employees Dated Prior to June 30, 2013

Eligibility and Hiring Lists for Positions Filled Prior to June 30, 2016

Overtime and Leave Request Forms\* Dated Prior to July 1, 2011

\*excepting injury/illness related forms

Industrial Accident Reports Dated Prior to 1985

SECTION 2. The City Council hereby finds and determines that the aforementioned public  
records are more than two years old and no longer required to be kept and maintained as a public  
record.

SECTION 3. The City Clerk is directed to cause said records to be destroyed in accordance  
with the terms and provisions of Section 34090 of the Government Code of the State of California.

ADOPTED AND APPROVED THIS 14TH DAY OF AUGUST, 2018.

\_\_\_\_\_  
Mayor

ATTEST:

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

APPROVED BY DEPARTMENT HEAD

I, Thaddeus McCormack, do hereby certify that I am the duly appointed City Manager and that the aforementioned records of the City of Lakewood are more than two years of age, and the further maintenance of the same is no longer necessary or required. I recommend that said records be destroyed.

DATED this \_\_\_\_\_ day of \_\_\_\_\_, 2018.

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

APPROVAL BY CITY ATTORNEY

I do hereby certify that I am the duly appointed City Attorney of the City of Lakewood and that the aforementioned records are not required to be kept by statute or law and may be destroyed if more than two years of age, provided destruction thereof has been approved by the Department Head and the City Council.

DATED this \_\_\_\_\_ day of \_\_\_\_\_, 2018.

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

RESOLUTION NO. 2018-49

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF  
LAKEWOOD AUTHORIZING THE DESTRUCTION OF  
CERTAIN PUBLIC RECORDS OF THE DEPARTMENT OF  
RECREATION AND COMMUNITY SERVICES MORE THAN  
TWO YEARS OLD

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

SECTION 1. Pursuant to the recommendation of the City Clerk and approval of the City Attorney and Department Head, the City Clerk is hereby authorized to destroy the following public records:

Application and Agreement for Use of Recreation Facilities Dated Through December 31, 2015

Picnic Shelter Reservation Applications and Supplemental Questionnaires  
Dated Through June 30, 2016

Facility Schedule Book (Red Book) Dated Through December 31, 2015

Application and Agreement for Use of Craft or Display Booth Dated Through June 30, 2016

CDBG Participant Audit Sheets Dated Through June 30, 2015

Accident Reports Occurring Prior to December 31, 2015  
(adults and minors who have reached the age of 19)

Incident and Injury Reports (Special Occurrence Reports) Occurring Prior to December 31, 2015  
(adults and minors who have reached the age of 19)

DASH Passenger Logs Dated Through June 30, 2016

Sports Officials Schedules Dated Through June 30, 2016

Contract Class Registrations Dated Through June 30, 2016  
(adults and minors who have reached the age of 19)

Personal Service Agreements and Exhibits for Contract Class Instructors  
Dated Through June 30, 2013

Permission Slips, Registrations and Rosters for All Parks and Community Centers  
Dated Through June 30, 2016  
(adults and minors who have reached the age of 19)

Volunteer Registrations, Rosters and Fingerprint Cards Dated Through June 30, 2016

Recreation and Community Services Commission Agenda Packets Dated Through June 30, 2016

Notices of Adjournment and Affidavits of Posting for Meetings of the Recreation and  
Community Services Commission Dated Prior to December 31, 2008

Pool Rescue Reports Occurring Prior to June 30, 2016  
(adults and minors who have reached the age of 19)

SECTION 2. The City Council hereby finds and determines that the aforementioned public records are more than two years old and no longer required to be kept and maintained as a public record.

SECTION 3. The City Clerk is directed to cause said records to be destroyed in accordance with the terms and provisions of Section 34090 of the Government Code of the State of California.

ADOPTED AND APPROVED THIS 14TH DAY OF AUGUST, 2018.

\_\_\_\_\_  
Mayor

ATTEST:

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

APPROVED BY DEPARTMENT HEAD

I, Valarie Frost, do hereby certify that I am the Department Head of the Recreation and Community Services Department and that the aforementioned records of the City of Lakewood are more than two years of age, and the further maintenance of the same is no longer necessary or required. I recommend that said records be destroyed.

DATED this \_\_\_\_\_ day of \_\_\_\_\_, 2018.

\_\_\_\_\_  
Department Head

APPROVAL BY CITY ATTORNEY

I do hereby certify that I am the duly appointed City Attorney of the City of Lakewood and that the aforementioned records are not required to be kept by statute or law and may be destroyed if more than two years of age, provided destruction thereof has been approved by the Department Head and the City Council.

DATED this \_\_\_\_\_ day of \_\_\_\_\_, 2018.

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

RESOLUTION NO. 2018-50

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF  
LAKEWOOD AUTHORIZING THE DESTRUCTION OF  
CERTAIN PUBLIC RECORDS OF THE DEPARTMENT OF  
WATER RESOURCES MORE THAN TWO YEARS OLD

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

SECTION 1. Pursuant to the recommendations of the City Clerk and approval of the  
City Attorney and Water Resources Department Head, the City Clerk is hereby authorized to  
destroy the following public records:

Continuing Education Class Modules Quizzes and Attendance Rosters  
dated through December 2013

Confined Space Entry Logs dated through June 30, 2016

Golden State Water Company Advice Letters dated through December 2014

Central Basin Water Association Financial Statements, Surveys, Proposals, General  
Correspondence and Memoranda dated through December 2015

Underground Service Alerts  
dated January to December 2015

Service Orders and Standby Service Orders dated through June 30, 2016

General Correspondence dated through 2015

SECTION 2. The City Council hereby finds and determines that the aforementioned  
public records are more than two years old and no longer required to be kept and maintained as  
public records.

SECTION 3. The City Clerk is directed to cause said record to be destroyed in  
accordance with the terms and provisions of Section 34090 of the Government Code of the State  
of California.

ADOPTED AND APPROVED THIS 14TH DAY OF AUGUST, 2018.

\_\_\_\_\_  
Mayor

ATTEST:

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



APPROVED BY DEPARTMENT HEAD

I, Jason Wen, do hereby certify that I am the Department Head of Water Resources Department and that the aforementioned records of the City of Lakewood are more than two years of age, and the further maintenance of the same is no longer necessary or required. I recommend that said records be destroyed.

DATED this \_\_\_\_\_ day of \_\_\_\_\_, 2018.

\_\_\_\_\_  
Department Head

APPROVAL BY CITY ATTORNEY

I do hereby certify that I am the duly appointed City Attorney of the City of Lakewood and that the aforementioned records are not required to be kept by statute or law and may be destroyed if more than two years of age, provided destruction thereof has been approved by the Department Head and the City Council.

DATED this \_\_\_\_\_ day of \_\_\_\_\_, 2018.

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

# DIVIDER SHEET

## COUNCIL AGENDA

August 14, 2018

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

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

### INTRODUCTION

The Community Safety Commission met on July 9, 2018 to consider various community safety matters that included the consideration of a request for disabled person parking at 11703 Walcroft Street.

### STATEMENT OF FACT

The Public Works Department recently received a request for a disabled person parking space at 11703 Walcroft Street. The resident requested the space as he is disabled and drives. His mother also lives at the address and is in a wheelchair. The resident also requested that the space be installed on Alburdis Avenue because the parkway is concrete which makes it easier to load and unload into a vehicle. Staff verified the placard number given and monitored the parking in the area to find that it was normally limited at the address. The Community Safety Commission, at their regular meeting on July 9, 2018, approved recommending installation.

### RECOMMENDATION

The Community Safety Commission recommends that the City Council adopt the attached resolution authorizing installation of disabled person designated parking at 11703 Walcroft Street.

Lisa Ann Rapp   
Director of Public Works

  
Thaddeus McCormack  
City Manager

RESOLUTION NO. 2018-51

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

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

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

SECTION 2. Disabled person designated parking is hereby established on the east side of Alburdis Avenue, beginning twenty (20) feet north of the north curb line of Walcroft Street, continuing north for a distance of twenty five (25) feet within the City of Lakewood. No vehicle shall stop, stand or park in said parking restriction unless displaying a special identification license plate or placard issued by the Department of Motor Vehicles pursuant to Section 22511.55 of the California Vehicle Code.

SECTION 3. This resolution shall be effective as long as said restriction is painted and posted in accordance with the requirements of Vehicle Code Section 22511.7 of the California Vehicle Code. In addition, this resolution shall be in effect only as long as Raymundo Torres, a physically disabled person, occupies the house at 11703 Walcroft Street.

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

ADOPTED AND APPROVED this 14th day of August, 2018.

\_\_\_\_\_  
Mayor

ATTEST:

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

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

## **COUNCIL AGENDA**

August 14, 2018

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

**SUBJECT:** Adoption of Resolution Establishing Employee Benefits, Defining the Conditions and Hours of Employment and Adopting a Classification and Compensation Plan for City Officers and Employees

### **INTRODUCTION**

This resolution establishes employee benefits, conditions and hours of employment, and a classification and compensation plan for City officers and employees, effective FY 2018-2019.

### **STATEMENT OF FACT**

City officers and employees are those employees that fall under the following category:


- Executive Management Officers
- Management and Administrative Officers
- Supervisory and Junior Administrative Employees
- General and Miscellaneous Employees

The following compensation and benefit terms will be effective July 1, 2018, with the adoption of this resolution:

- Basic Compensation Plan – The City shall grant an increase of 4.0%.
- Retirement System – Employees who fall under the “Classic Member” category as defined by the California Public Employees’ Pension Reform Act of 2013 (PEPRA) will pay 2% of the employee member contribution (EPMC). The City will pay 5% of the EPMC and include its value in the salary reported to CalPERS.
- Cafeteria Benefit Plan – Effective with the first paycheck in December 2018, the City shall provide an increase of \$25.00 per month for a total monthly contribution of \$1,234.02.
- Bereavement Leave – Employees shall be allowed a total of up to 3 days per occurrence.
- Footwear – City shall pay up to \$150, inclusive of taxes and shipping cost, for one pair of authorized footwear as needed.

### **RECOMMENDATION**

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



Thaddeus McCormack  
City Manager

RESOLUTION NO. 2018-52

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

WHEREAS, the Lakewood City Council heretofore adopted Resolution No. 2016-33 pertaining to Employee Benefits and the Classification and Compensation of City Officers and Employees; and

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

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

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

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

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

WHEREAS, said agreement amends the terms of the Memorandum of Understanding approved in Resolution 2016-33 and is applicable fiscal year 2018-2019 commencing July 1, 2018 except as hereinafter stated otherwise, to the members of said organization; and

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

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

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

WHEREAS, this resolution modifies Resolutions No. 2010-21, 2008-76, 94-62 and 77-75 for represented City Officers and Employees by requiring that members of that group pay 2% of their employee contributions to the Public Employees' Retirement System, with the City paying 5%;

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

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

WHEREAS, the Tentative Agreement, attached hereto for the fiscal year 2018-2019 along with this resolution shall constitute the City of Lakewood employee benefits, definitions and conditions of employment and the classification and compensation plans for all city officers and employees within the classified service;

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

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

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

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



SECTION 4. Except as otherwise provided by resolution or ordinance, the classification and compensation plan of city officers and employees shall be in accordance with Attachment "B" attached hereto and made a part hereof as though set forth in full. For the purposes of said classification and compensation plan the following definitions shall apply:

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

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

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

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

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

#### SECTION 6. Employee Benefits and Duties

##### A. Attachment "A."

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

##### B. Attendance to Duty.

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

##### C. Hours and Days of Work.

The normal workweek for all officers and employees in the classified service shall be considered as forty (40) hours. Unless otherwise specified, each employee's regular reoccurring workweek shall be deemed to begin at the midpoint of the employee's work shift on Fridays. Those with

alternative workweeks are prescribed herein. Any changes in a non-exempt employee's workweek shall be made prospectively and must be approved in writing by the Human Resources Manager.

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

#### D. Fair Labor Standards Act - Exemptions

The Fair Labor Standards Act (FLSA) is a federal law which requires that most employees be paid at least the federal minimum wage for all hours worked and overtime pay at time and one-half the regular rate of pay for all hours worked over 40 hours in a workweek. Section 13(a)(1) of the FLSA, provides an exemption from both minimum wage and overtime pay for employees employed as bona fide executive, administrative, professional and outside sales employees. Section 13(a)(1) and Section 13(a)(17) also exempt certain computer employees. To qualify for exemption, employees generally must meet certain tests regarding their job duties and be paid on a salary basis at not less than \$455 per week. Effective December 1, 2016 the minimum weekly salary will be \$913 per week. In order for an exemption to apply, an employee's specific job duties and salary must meet all the requirements of the Department's regulations.

#### Salary Basis Requirement

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

### Circumstances in Which the City May Make Deductions from Pay

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

1. when an exempt employee is absent from work for personal reasons other than sickness or disability;
2. for absences due to sickness or disability if the deduction is made in accordance with a bona fide plan, policy or practice of providing compensation for salary lost due to illness;
3. to offset amounts employees receive as jury or witness fees, or for military pay; or
4. for unpaid disciplinary suspensions of one or more full days imposed in good faith for workplace conduct rule infractions as provided for in Section 16.0 of the Personnel Rules, Regulations and Procedures.

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

### City Policy

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

### What To Do If An Improper Deduction Occurs

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

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

### FLSA Exempt Employees

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

#### E. Mileage

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

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

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

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

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

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

#### F. Administrative Leave

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

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

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

- 1) Executive Management Officers – distributions for all unused administrative leave shall be made to the employee's 401(a) Plan account;
- 2) Management and Administrative Officers and Supervisory and Junior Administrative Officers – distributions for all unused administrative leave shall be based upon age. Until age 40, payments shall be made in cash to eligible employees. Payments made after the employee has achieved age 40 shall be paid 33% to the employee's 401(a) Plan account and 67% in cash; after age 45, annual distribution shall be 67% to the employee's 401(a) Plan account and 33% to employee in cash; and after age 50, the entire administrative leave payment shall be deposited in the employee's 401(a) Plan account.

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

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

#### G. Executive Management Compensation

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

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

#### H. Compensatory Time for Supervisory and Junior Administrative Employees

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

Notwithstanding any provision of this section to the contrary, all overtime must be approved by the department head prior to being worked, except in the case of an emergency, which shall be reported to the City Manager on the next day of work following the emergency for the City Manager's approval. No credit shall be given to exempt employees for less than one-half ( $\frac{1}{2}$ ) hour of overtime or to non-exempt employees for less than ten (10) minutes of overtime worked in any workweek.

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

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

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

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

I. Reservation of City Rights

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

J. Declared Disaster Pay Policy for Exempt Employees

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

K. Supplemental Retirement Savings Plans

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

L. Vacation Compensation

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

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

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

#### M. Longevity Pay

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

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

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

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

#### N. Sick Leave Accumulation and Payoff

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



Employees electing a 240-hour sick leave cap will be eligible for sixty percent (60%) and employees electing a 320-hour or 350-hour sick leave cap will be eligible for seventy (70%). Said cash payment shall be at the employee's rate of pay as of the payday immediately preceding the last payday in November.

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

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

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

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

#### O. Long Term Disability Insurance

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

SECTION 7. All funds necessary to carry out the provisions of this resolution are hereby appropriated to the proper budgetary account. The compensation provided in Attachment "B" shall be effective July 1 2018, as to all affected employees in the City's service on that date.

ADOPTED AND APPROVED THIS 14TH DAY OF AUGUST, 2018.

\_\_\_\_\_  
Mayor

ATTEST:

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

**TENTATIVE AGREEMENT BETWEEN**  
**CITY OF LAKEWOOD & LAKEWOOD CITY EMPLOYEES ASSOCIATION**  
**FISCAL YEAR 2018-2019**

The City of Lakewood (City) and Lakewood City Employees Association (LCEA) have met and conferred in good faith and have reached tentative agreement (TA) on the terms and conditions of employment and other issues within the scope of representation for the employees in the LCEA represented bargaining unit for the period July 1, 2018, to June 30, 2019. The following are the terms of the TA. The parties agree to recommend these terms and conditions for acceptance and ratification by the Lakewood City Council and the LCEA membership respectively. In reaching this TA the parties agree that they have fulfilled their obligations to meet and confer in good faith on all issues within the scope of representation concerning all bargaining unit employees. The parties also agree that after ratification the terms of the TA as set forth below shall be incorporated into a comprehensive memorandum of understanding (MOU) which shall thereupon be signed by the duly authorized representatives of the parties and then adopted by City Council resolution. That MOU, once ratified, shall be implemented and shall govern the relationship between the parties and establish the terms and conditions of employment of the affected employees for fiscal year 2018-2019.

**Article 4. Basic Compensation Plan:**

Section 1. Wage and Salary Plan. Add: Effective July 1, 2018 the City shall grant an across-the-board increase of 4.0%.

Section 11. Special Compensation. Remove language for special assignment pay for Senior Water Utility Worker. Add from 2018 Side Letter Agreement: Special Assignment Pay – An employee, designated by the City, to routinely and consistently perform skilled welding duties in addition to his/her regularly assigned duties will be eligible for special assignment pay. Eligibility for special assignment pay is subject to the approval of the Department Director and the Personnel Officer and their decision is not subject to appeal. The designated employee is required to maintain his/her Certified Welder License and provide a copy to the Personnel Department. Should the employee's duties change such that the use of welding skills is no longer routinely and consistently needed or they no longer possess the required license, the special assignment pay shall cease. The designated employee shall receive \$200 per month in addition to his/her regular salary.

Section 17. Restrictions on Nepotism. (Exhibit E) Revise language to clarify that it applies only to positions where there is direct reporting or supervisory relationship between the qualifying relatives.

**Article 10. Work Hours and Holidays:** (add new rosters of holidays for fiscal year 2018-19)

Employees occupying full time, regular positions shall be credited with holiday hours that are to be used for December 27, 2018 and either December 31, 2018 or January 2, 2019. City Hall will be closed from December 24, 2018 to December 28, 2018. The City will be open on December 31, 2018 and January 2, 2019, but a skeletal crew will be designated to work on December 31,

2018 and January 2, 2019. Each department director will determine staffing necessary for minimum operations. Anyone who is designated to work on December 31, 2018 will then have January 2, 2019 off, vice-versa. This year Veteran's Day falls on a Sunday, November 11, 2018; this holiday will be credited and used towards Wednesday, December 26, 2018. City Hall will be open on Monday, November 12, 2018.

**Article 12. Sick Leave:** (B) Accumulation and Payoff. Revise from 2017 Side Letter Agreement:

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

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

**Article 13. Sick Leave and Termination of Employment:** Revised from 2017 Side Letter Agreement:

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

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

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

**Article 14. Bereavement Leave:** Add language to specify employees can take up to 3 days per occurrence of Bereavement Leave beginning July 1, 2018.

Effective July 1, 2018, a Department Head or designee may authorize bereavement leave with pay for an absence due to the death, serious illness or illness when death appears imminent, of a member of the employee's immediate family under the terms and conditions listed below.

- (A) Immediate Family: is defined as spouse, legal domestic partner, child, father, mother, brother, sister, brother-in-law, sister-in-law, son-in-law, daughter-in-law, father-in-law, mother-in-law, aunt, uncle, nephew, niece, stepparent, stepchild, grandparents, grandchildren or persons living in the same household and related by blood.

- (B) Number of Paid Bereavement Leave Days: Effective July 1, 2018, employees shall be allowed a total of up to three (3) working days of bereavement leave with pay per occurrence.
- (C) Compensation for Additional Bereavement Leave: Employees may request additional time off for bereavement leave purposes; however, any time off in excess of the time periods listed above shall be charged to the employee's designated accrued leave, e.g. vacation, compensatory time off, sick leave. The use of accrued sick leave for bereavement purposes shall be subject to the provisions specified in Sick Leave, Article 12 (E) (7).
- (D) Bereavement Leave Request: Employee shall give notice to his/her immediate supervisor as soon as possible and shall, if requested by the employee's supervisor, provide substantiation to support the request upon the employee's return to work.

**Article 24. Cafeteria Benefit Plan:** Revise Section 3 to read: Effective with the first paycheck in December 2018, the City shall provide an increase of \$25.00 per month for a total monthly contribution of \$1,234.02 towards cafeteria benefits. The cafeteria monthly contribution is inclusive of the statutory Public Employees Medical and Hospital Care Act (PEMHCA) minimum contribution.

**Article 26. Retirement System:**

Section 1. Update to reflect that employees who fall under the "Classic Member" category will pay 2% of the employee member contribution (EPMC). The City will pay 5% of the EPMC and include its value in the salary reported to CalPERS.

Section 4. Retiree Medical: Update (C) to reflect revised PEMHCA rates and read: In 2018 the PEMHCA minimum employer contribution is \$133 per month.

**Article 29. Uniforms:** Section 7. Update to reflect footwear increase amount to be paid by City to \$150, inclusive of taxes and shipping cost, for one pair of authorized footwear, as needed.

**Article 48. Memorandum of Understanding:** The term of this memorandum of understanding shall be from July 1, 2018, to and concluding June 30, 2019.

**Re-Openers (limited to FY 2018-19):** Entertain discussions regarding Maintenance of Membership/Dues Deduction during the term of this agreement.

City of Lakewood

By: 

Date: July 17, 2018

Lakewood City Employees Association

By: 

Date: July 17, 2018

**EXHIBIT "E" – RESTRICTIONS ON NEPOTISM**  
**(Excerpt from Personnel Rules, Regulations and Procedures)**

**18.0 RESTRICTIONS ON NEPOTISM**

- 18.1 Restrictions on Nepotism.** (Previously Revised - Resolution No. 2014-29, June 24, 2014) The employment of relatives can create undesirable results, particularly in connection with performance evaluation, discipline, and general morale of other workers. Therefore, it is the city's policy that no relative of any City officer or employee to which this resolution applies shall be employed, if said City officer or employee is in a supervisory, lead or subordinate position over said relative in the areas of hiring, setting compensation, discipline or termination. ~~not to employ relatives.~~ "Relatives" for this purpose include son, daughter, mother, father, brother, brother-in-law, sister, sister-in-law, son-in-law, daughter-in-law, mother-in-law, father-in-law, aunt, uncle, nephew, niece, stepparent, stepchild, grandparent, grandchild, or persons living in the same household. ~~This policy shall apply to full time employment and trainees. This prohibition shall not impact related persons employed by the City prior to June 30, 2007. However, no relative of any city officer or employee to whom this resolution applies shall be employed, if said city officer or employee is in a supervisory, lead or subordinate position over said relative in the areas of hiring, setting compensation, discipline or termination.~~

Effective July 1, 2014, the list of "relatives" is revised to include first cousins. This addition shall not impact first cousins employed by the City prior to June 30, 2014.

- 18.2 Employment of Spouses and Registered Domestic Partners.** The City does not prohibit employment of two people who are married to each other or who are the registered domestic partners of each other pursuant to the California Family Code (section 297 et seq.) Nonetheless, the City will not employ spouses or registered domestic partners in the same division or facility in situations where such action is determined to be inappropriate because of reasons of supervision, safety, security or morale.

**WAGE, SALARY AND CLASSIFICATION PLAN  
FY 2018-2019  
(Effective July 1, 2018)**

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

<b>Schedule</b>		<b>Step 1</b>	<b>Step 2</b>	<b>Step 3</b>	<b>Step 4</b>	<b>Step 5</b>
<b>No.</b>	<b>Classification</b>	<b>Monthly*</b>	<b>Monthly*</b>	<b>Monthly*</b>	<b>Monthly*</b>	<b>Monthly*</b>
1A	Intermediate Clerk Typist	3325	3490	3666	3847	4040
2A	PABX Operator/Receptionist	3411	3579	3760	3947	4146
6A	Account Clerk	3763	3949	4150	4356	4575
6A	Senior Clerk	3763	3949	4150	4356	4575
7A	Maintenance Worker	3856	4046	4250	4460	4685
8A	Administrative Clerk	3952	4152	4358	4576	4808
8A	Customer Service Liaison	3952	4152	4358	4576	4808
8A	Parking Control Officer	3952	4152	4358	4576	4808
8A	Public Utility Customer Service Representative	3952	4152	4358	4576	4808
8A	Purchasing Clerk	3952	4152	4358	4576	4808
10A	Building Clerk	4157	4363	4583	4813	5054
10A	Community Safety Specialist	4157	4363	4583	4813	5054
10A	Park Maintenance Worker	4157	4363	4583	4813	5054
10A	Senior Account Clerk	4157	4363	4583	4813	5054
12A	Special Events Assistant	4366	4584	4814	5057	5308
12A	Personnel Clerk	4366	4584	4814	5057	5308
12A	Secretary	4366	4584	4814	5057	5308
12A	Tree Trimmer I	4366	4584	4814	5057	5308
12A	Water Utility Worker	4366	4584	4814	5057	5308
13A	Accounting Technician	4474	4697	4930	5179	5439
13A	Licensed Pesticide Applicator	4474	4697	4930	5179	5439
13A	Senior Park Maintenance Worker	4474	4697	4930	5179	5439
13A	Skilled Trades Worker	4474	4697	4930	5179	5439
14A	Centre AV Technician	4584	4814	5057	5308	5574
14A	Graphics & Media Technician	4584	4814	5057	5308	5574
14A	Irrigation Repair Worker	4584	4814	5057	5308	5574
14A	Light Equipment Operator	4584	4814	5057	5308	5574
14A	Media Operations Spec. I	4584	4814	5057	5308	5574
15A	Administrative Secretary	4697	4930	5179	5439	5710
15A	Fleet Maintenance Technician	4697	4930	5179	5439	5710
15A	Personnel Technician	4697	4930	5179	5439	5710
15A	Senior Water Utility Worker	4697	4930	5179	5439	5710
15A	Tree Trimmer II	4697	4930	5179	5439	5710
16A	Maintenance Carpenter	4817	5059	5311	5578	5856
16A	Maintenance Painter	4817	5059	5311	5578	5856
16A	Maintenance Plumber	4817	5059	5311	5578	5856
18A	Fleet Maintenance Lead Worker	5062	5315	5581	5859	6155
18A	Media Operations Spec. II	5062	5315	5581	5859	6155
18A	Park Maintenance Lead Worker	5062	5315	5581	5859	6155
18A	Parking Control Lead Worker	5062	5315	5581	5859	6155
18A	Public Works Technician	5062	5315	5581	5859	6155
18A	Pump Station Operator	5062	5315	5581	5859	6155
18A	Skilled Trades Lead Worker	5062	5315	5581	5859	6155
18A	Tree Lead Worker	5062	5315	5581	5859	6155
19A	Printing Services Lead Worker	5190	5448	5719	6008	6308
20A	Deputy City Clerk	5315	5581	5859	6155	6461
20A	Water Distribution Lead Worker	5315	5581	5859	6155	6461
23A	Water Production Lead Worker	5727	6013	6313	6629	6961
24A	Public Works Inspector	5870	6163	6473	6795	7136
26A	Maintenance Electrician	6163	6471	6798	7134	7494
29A	Helicopter Pilot I	6655	6987	7337	7704	8087

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

**WAGE, SALARY AND CLASSIFICATION PLAN**  
**FY 2018-2019**  
**(Effective July 1, 2018)**

**SUPERVISORY AND JUNIOR ADMINISTRATIVE EMPLOYEES**

Schedule No.	Classification	Step 1 Monthly*	Step 2 Monthly*	Step 3 Monthly*	Step 4 Monthly*	Step 5 Monthly*
15B	Management Aide	4698	4931	5179	5438	5710
16B	Administrative Assistant I	4825	5067	5320	5588	5867
16B	Crime Prevention Specialist	4825	5067	5320	5588	5867
16B	Planning Technician	4825	5067	5320	5588	5867
18B	Accountant	5070	5324	5592	5870	6164
18B	Supervising Parking Control Officer	5070	5324	5592	5870	6164
20B	Recreation Program Coordinator	5325	5593	5871	6167	6473
20B	Video Producer	5325	5593	5871	6167	6473
22B	Administrative Assistant II	5594	5874	6169	6478	6800
22B	Assistant Project Manager	5594	5874	6169	6478	6800
22B	Executive Secretary	5594	5874	6169	6478	6800
24B	Assistant Planner	5878	6173	6484	6808	7149
24B	Community Conservation Rep.	5878	6173	6484	6808	7149
24B	Community Services Supervisor	5878	6173	6484	6808	7149
24B	Community Transportation Supervisor	5878	6173	6484	6808	7149
24B	Human Resources Analyst	5878	6173	6484	6808	7149
24B	Media Services Coordinator	5878	6173	6484	6808	7149
24B	Public Information Specialist	5878	6173	6484	6808	7149
26B	Housing Specialist	6183	6493	6815	7157	7515
26B	Project Manager	6183	6493	6815	7157	7515
26B	Senior Management Analyst	6183	6493	6815	7157	7515
27B	Environmental Resources Supv.	6332	6650	6981	7331	7697
27B	Facilities Maint. Supervisor	6332	6650	6981	7331	7697
27B	Fleet Manager	6332	6650	6981	7331	7697
27B	Tree & Hardscape Supervisor	6332	6650	6981	7331	7697
28B	Community Relations Manager	6490	6814	7156	7511	7892
28B	Senior Producer	6490	6814	7156	7511	7892
28B	Water Distribution Supervisor	6490	6814	7156	7511	7892
29B	Associate Planner	6655	6987	7337	7704	8087
29B	Environmental Programs Manager	6655	6987	7337	7704	8087
29B	GIS Analyst	6655	6987	7337	7704	8087
29B	Water Administration Manager	6655	6987	7337	7704	8087
31B	Community Services Manager	6992	7339	7708	8095	8496
31B	Senior Accountant	6992	7339	7708	8095	8496
31B	Senior Human Resources Analyst	6992	7339	7708	8095	8496
33B	Helicopter Pilot II	7338	7707	8094	8495	8921
38B	Purchasing Officer	8304	8721	9155	9613	10095

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

**WAGE, SALARY AND CLASSIFICATION PLAN**  
**FY 2018-2019**  
**(Effective July 1, 2018)**

**MANAGEMENT AND ADMINISTRATIVE OFFICERS**

<b>Schedule</b>		<b>Step 1</b>	<b>Step 2</b>	<b>Step 3</b>	<b>Step 4</b>	<b>Step 5</b>
<b>No.</b>	<b>Classification</b>	<b>Monthly*</b>	<b>Monthly*</b>	<b>Monthly*</b>	<b>Monthly*</b>	<b>Monthly*</b>
32B	Crime Prevention Manager	7168	7526	7900	8295	8712
32B	Community Development Coordinator	7168	7526	7900	8295	8712
34B	Neighborhood Preservation Mgr.	7522	7900	8294	8709	9146
35B	Senior Planner	7709	8097	8500	8923	9369
36B	IT Services Manager	7902	8299	8713	9147	9605
36B	Senior Project Manager	7902	8299	8713	9147	9605
36B	Finance Manager	7902	8299	8713	9147	9605
38B	Assistant to the City Manager	8304	8721	9155	9613	10095
38B	Parks Superintendent	8304	8721	9155	9613	10095
39B	City Architect	8512	8938	9384	9854	10346
40B	Asst. Dir., Rec. & Comm. Serv.	8733	9171	9630	10109	10615
40B	Asst. Dir., Finance & Admin Services	8733	9171	9630	10109	10615
40B	Asst. Director, Comm. Dev.	8733	9171	9630	10109	10615
40B	Asst. Director, Public Works	8733	9171	9630	10109	10615
40B	Asst. Director of Water Resources	8733	9171	9630	10109	10615
40B	City Clerk	8733	9171	9630	10109	10615
40B	Human Resources Manager	8733	9171	9630	10109	10615
40B	Public Information Officer	8733	9171	9630	10109	10615

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**WAGE, SALARY AND CLASSIFICATION PLAN**  
**FY 2018-2019**  
**(Effective July 1, 2018)**

**EXECUTIVE MANAGEMENT OFFICERS**

<b>Schedule</b>		<b>Step 1</b>	<b>Step 2</b>	<b>Step 3</b>	<b>Step 4</b>	<b>Step 5</b>
<b>No.</b>	<b>Classification</b>	<b>Monthly*</b>	<b>Monthly*</b>	<b>Monthly*</b>	<b>Monthly*</b>	<b>Monthly*</b>
EDPS	Director of Public Safety	10368	10889	11433	12003	12614
EDCM	Deputy City Manager	13338	14006	14707	15441	16215
EDCD	Director of Comm. Dev	13338	14006	14707	15441	16215
EDRS	Director of Recreation and Community Services	13338	14006	14707	15441	16215
EDWR	Director of Water Resources	13533	14209	14918	15665	16448
EACM	Asst. City Mgr	14230	14942	15688	16473	17297
EDPW	Director of Public Works	14230	14942	15689	16473	17297
EDAS	Director of Finance & Administrative Services	15706	16493	17316	18182	19091
CMGR	City Manager	19940				

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

# DIVIDER SHEET

RESOLUTION NO. 2018-53

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAKEWOOD  
ADDING A JOB CLASSIFICATION TO SCHEDULE B OF RESOLUTION  
NO. 2018-38 PERTAINING TO HOURLY-RATED PART-TIME EMPLOYEES  
AND ENACTING A PERSONNEL RESOLUTION ESTABLISHING THE  
COMPENSATION, RULES AND REGULATIONS PERTAINING TO  
HOURLY-RATED PART-TIME EMPLOYEES.

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

SECTION 1. The following job classification and hourly pay rate is hereby added to  
Schedule B, attached to Resolution No. 2018-338:

Graphic Design Aide I	\$22.3600
Graphic Design Aide II	\$25.5000

ADOPTED AND APPROVED THIS 14TH DAY OF AUGUST, 2018.

\_\_\_\_\_  
Mayor

ATTEST:

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

# DIVIDER SHEET

**COUNCIL AGENDA**

August 14, 2018

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

**SUBJECT:** Sale of Former Sky Knight Helicopter

**INTRODUCTION**

The City owns a surplus Schweizer helicopter that was retired from the Sky Knight Program and is now available for sale. On March 27, 2018, City Council authorized Staff to use an interactive process to negotiate the sale of the surplus helicopter

**STATEMENT OF FACTS**

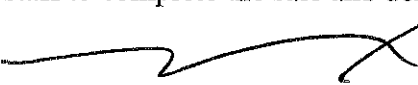
Through various marketing efforts, staff found an interested buyer and negotiated a sales price of \$119,000 for the surplus helicopter. The prospective buyer, Oklahoma Helicopter, has remitted a \$5,000 deposit securing the price and purchase of the helicopter pending City Council's approval of the sale.


Upon City Council's approval, the buyer will have until August 21<sup>st</sup> to remit the remaining balance of \$114,000. Staff will work with the buyer to complete the sale and delivery.

**RECOMMENDATION**

It is recommended that the City Council approve the sale of the surplus Schweizer helicopter to Oklahoma Helicopter for \$119,000 and authorize staff to complete the sale and delivery.

  
Jose Gomez  
Director of Administrative Services

  
Thaddeus McCormack  
City Manager

  
Joshua Yordt  
Director of Public Safety

# DIVIDER SHEET

## **COUNCIL AGENDA**

August 14, 2018

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

**SUBJECT:** Purchase of Two 2019 DASH Transportation Buses

### **INTRODUCTION**

The Director of Public Works and the Director of Recreation and Community Services have requested the purchase of two 16-passenger buses for the DASH Transit Program. These buses would replace two existing DASH buses acquired in 2006. Bus #38 has 155,000 miles and Bus #39 has 138,000 miles. The replacement units, budgeted at a combined \$180,000, are included in the FY 2018-19 Adopted Budget with funding from Proposition A Transportation monies.

### **STATEMENT OF FACT**

The Fleet Manager has identified the 2019 El Dorado-Aerotech Class C (Ford E450) Bus, equipped with necessary hardware, as the appropriate vehicle to purchase. It is the bus of choice for many major transit agencies. Given the City's positive experience with prior El Dorado units and the benefits of maintaining a standardized fleet, it is advisable to continue purchasing El Dorado buses.


The City's Fleet Manager obtained a proposal for the above bus from Creative Bus Sales (CBS), El Dorado's designated authorized dealer. Founded in 1980, Creative Bus Sales is the nation's largest bus dealership. CBS provided the City's current DASH buses and subsequently delivered excellent service for many years. They are able to supply the buses through an existing cooperative purchasing contract established by the California Association for Coordinated Transportation (CalACT) in conjunction with the Morongo Basin Transit Authority (MBTA).

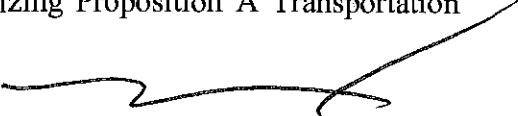
CalAct is the largest state transit association in the United States. It has more than 300 members including large and small transit and paratransit operators, social service organizations, government agencies & commercial vendors. The City is a member of CalAct and has the ability to purchase a variety of transit vehicles through the aforementioned purchasing contract. The City's Purchasing Policy allows "piggybacking" on a contract provided that the original governmental entity substantially adheres to the same procedures for the purchase of supplies and equipment.

The total purchase amount from Creative Bus Sales for the two El Dorado-Aerotech buses with all options, taxes, and fees is \$174,074.42.

### **STAFF RECOMMENDATION**

That the City Council authorize the purchase of two El Dorado-Aerotech buses from Creative Bus Sales in Chino, CA at a contract price of \$174,074.42 utilizing Proposition A Transportation Funds.

  
Jose Gomez  
Director of Finance and Administrative Services

  
Thaddeus McCormack  
City Manager

# DIVIDER SHEET



# Public Hearings

## COUNCIL AGENDA

August 14, 2018

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

**SUBJECT:** Delinquent Fees and Charges for Garbage, Waste and Refuse

### INTRODUCTION

The City Council reaffirmed the policy relative to unpaid charges for garbage, waste and refuse accounts at their regular meeting of May 22, 2018. The City Council also adopted Resolution Number 2018-20 directing the Director of Administrative Services to prepare a Report of Delinquent Fees as of May 31, 2018, and setting a public hearing for August 14, 2018.

### STATEMENT OF FACT

The attached notice of public hearing has been mailed to all delinquent property owners owing \$40.00 or more as of May 31, 2018. **Three hundred fifty (350)** notices were mailed, representing **\$61,395.61** in delinquent charges. As a result of these notices, payments are being made. Although we anticipate the final trash lien amount to be similar to that of previous years, we will advise you Tuesday evening of the number of delinquent accounts and the amount of delinquent fees as of the close of business that day.

A comparison of this year with the preceding three years is shown below:

	<b>2018 Lien <u>17-18</u></b>	<b>2017 Lien <u>16-17</u></b>	<b>2016 Lien <u>15-16</u></b>	<b>2015 Lien <u>14-15</u></b>
<b>Notices Mailed:</b>	350	368	309	368
<b>Delinquent Accounts As of Public Hearing:</b>	226	228	202	212
<b>Liens Recorded at County:</b>	TBD	193	150	168
	TBD	\$34,487.62	\$29,372.15	\$32,200.38

The report of delinquent garbage, waste and refuse collection fees will also be provided at the Council Meeting. Those parcels for which payment has been made, or which have been transferred or conveyed to bona fide purchasers will be deleted.

Delinquent Fees and Charges for Garbage, Waste and Refuse  
August 14, 2018  
Page 2

**STAFF RECOMMENDATION**

It is recommended that, at the following public hearing the City Council adopt the Resolution confirming the Report of Delinquent Fees.



Jose Gomez  
Director of Finance and Administrative Services



Thaddeus McCormack  
City Manager

RESOLUTION NO. 2018-54

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAKEWOOD CONFIRMING THE REPORT OF DELINQUENT FEES AND CHARGES FOR GARBAGE, WASTE AND REFUSE COLLECTION AND DISPOSAL WITHIN THE CITY OF LAKEWOOD, COUNTY OF LOS ANGELES, STATE OF CALIFORNIA, MAY 31, 2018

WHEREAS, the City Council of the City of Lakewood, in accordance with the provisions of Chapter 3 of Article V of the Lakewood Municipal Code, commencing with Section 5300, did on and prior to May 31, 2018, provide to and remove from the parcels of land described on the Report, attached hereto and made a part hereof, the collection of garbage, waste, and refuse, and for which a fee was charged pursuant to the terms and provisions of the Lakewood Municipal Code; and

WHEREAS, said fees and charges for said services so provided by the City of Lakewood, and as hereinafter set forth, have remained unpaid for a period of sixty (60) or more days after the date upon which they were billed; and

WHEREAS, the City of Lakewood on May 22, 2018, by Resolution Number 2018-20 directed the Director of Administrative Services to prepare a Report of Delinquent Fees as of May 31, 2018, of \$40.00 or more, and to report upon the same at the time of the public hearing thereon set for August 14, 2018 at 7:30 p.m., in the City Council Chambers at the Civic Center, 5000 Clark Avenue; and

WHEREAS, pursuant to said direction of the City Council of the City of Lakewood the Director of Administrative Services has prepared such a Report, and caused the same to be filed in her office, and the City Clerk has, in accordance with Section 25831 of the Government Code of the State of California, and the direction of the City Council, given notice in writing by mail to the landowners listed on the Report not less than ten days prior to the date of said hearing; and

WHEREAS, the City Council did hear any objection or protest of landowners liable to be assessed for said delinquent fees at a regular meeting of the City Council meeting and a said hearing held for that purpose on August 14, 2018; and

WHEREAS, said Report, as prepared by the Director of Administrative Services with such revisions or corrections to the Report made by the City Council as it deems just at said hearing, should be confirmed as hereinafter set forth, and a certified copy of the confirmed Report filed with the Los Angeles County Auditor-Controller and the amount thereof collected at the same time and in the same manner as ad valorem taxes are collected, and shall be subject to the same penalties and the same procedures and sale;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF LAKEWOOD THAT:

SECTION 1. The Report of the Director of Administrative Services of Delinquent Garbage, Waste, Refuse and Disposal Fees within the City of Lakewood, California, of \$40.00 or more existing on May 31, 2018, as amended and revised and attached hereto, is hereby confirmed and approved. The delinquent fees therein set forth are confirmed and shall constitute a special assessment against the respective parcels of land as therein stated, and are a lien of said respective parcels of land in the amount of such delinquent fees. The City Clerk is directed to file a certified copy of said Confirmed Report attached hereto with the County Auditor-Controller for the amount of the respective assessments against the respective parcels of land, as they appear on the current assessment rolls. The City Clerk is further directed to forward a copy of this resolution with said Confirmed Report attached thereto to the County Auditor-Controller so that the same may be collected at the same time and in the same manner as ordinary ad valorem taxes are collected, and shall be subject to the same penalties and the same procedure and sale, in case of delinquency, as provided for such taxes. All laws applicable to the levy, collection and enforcement of ad valorem taxes shall be applicable to such assessments, and further subject to the terms and provisions of Section 25831 of the Government Code of the State of California.

SECTION 2. Said assessment shall constitute a lien against the property if not paid prior to the delivery of such Report to the County Auditor-Controller. Any assessment paid on or before the delivery of such Report to the County Auditor-Controller may be deleted by the City Clerk prior to delivery of such Report.

SECTION 3. If any real property to which such lien would be attached has been transferred or conveyed to a bona fide purchaser for value, or if a lien of a bona fide encumbrance for value has been created and attached thereto, prior to the date on which the first installment of such taxes will become delinquent, then the lien which would otherwise be imposed by this section shall not attach to such real property, and the delinquent fees, as confirmed, relating to such property shall be transferred to the unsecured rolls for collection.

SECTION 4. The City Clerk is hereby authorized to certify to said Report, and cause a copy of this Resolution and said Report to be filed with the County Auditor-Controller on or after the 15th day of August, 2018. In any case, where said lien cannot be collected on the tax rolls, the City Clerk is directed to file a Notice of Lien of said assessment in the Office of the County Auditor-Controller and the lien thereby created attached upon recordation of said Notice.

ADOPTED AND APPROVED THIS 14TH DAY OF AUGUST, 2018.

\_\_\_\_\_  
Mayor

ATTEST:

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

**City of Lakewood**  
**Delinquent Trash Fees**

8/15/2018

<u>Parcel ID</u>	<u>Property Address</u>	<u>Balance Due</u>	<u>Property Owner</u>
7057004013	12522 ELVINS	\$48.96	CLAYTON,ROBERT AND FRANCES TR CLAYTON FAMILY TRUST
7059021004	11724 E 207TH	\$50.00	OV,JOHN SUN TR JOHN S OV TRUST
7057012003	20832 CORTNER	\$50.05	GONZALEZ,TRINIDAD
7059015033	20603 ALBURTIS	\$51.16	RODRIGUEZ,GONZALO AND VIOLET M
7060020042	11414 E 214TH	\$52.58	TWOMEY,JEROME M AND JUDITH
7059001015	11517 ELVINS	\$54.10	CHANSY,MUON
7058014013	20815 ARLINE	\$56.88	GANDARA,JORGE P
7058008020	20519 ARLINE	\$57.00	AVANCE,GERALD
7058017012	11853 E 209TH	\$57.48	THEODORA,PATRICK G TR THEODORA FAMILY TRUST
7060013014	11439 E 211TH	\$58.25	EGGERT,FRED G AND MARIA A TRS EGGERT TRUST
7058016013	20719 A SEINE	\$59.22	TAING,THOMAS K AND CHHOUR,MELISSA M AND
7065011009	21107 HASTON	\$62.13	VELEZ,ROBINSON
7059022030	11740 E 208TH	\$70.62	COTA,JESS V AND CARMEN R
7059003022	20438 SYLVANWOOD	\$73.14	NOUN,HENRY
7057024002	12436 RENVILLE	\$77.40	ZUBIN,KHATERA
7058015008	11820 E 209TH	\$78.88	HEGAZY,MIKE TR MIKE HEGAZY TRUST AND
7058023003	12014 E 208TH	\$78.88	HERNANDEZ,GEORGE
7059029006	20209 LOS COYOTES	\$78.96	MORENO,GEOVANNA
7059026026	20020 ALBURTIS	\$78.96	CAH 2015 1 BORROWER LLC
7059005009	11508 E 206TH	\$78.96	ALESANA,VILIAMU AND SIMONA
7059003001	20407 ROSETON	\$78.96	DITCHKUS,LAWRENCE TR ETHEL DITCHKUS DECD TRUST
7060006017	11312 STILLMAN	\$78.96	CASTILLO,TONY C
7060005011	20539 VENDALE	\$78.96	CLARK,DIANE G
7060005013	20553 VENDALE	\$78.96	VEITH,SHAWN AND LACEY
7059025051	20128 VILLAGE GREEN	\$78.96	COUNTRYWIDE BANK
7057009023	12312 E 207TH	\$78.96	BRUNDIDGE,JUANITA
7058021022	11949 CENTRALIA	\$78.96	GAMINO,GLORIA
7065011035	21112 DALAMAN	\$78.96	HODGES,PATRYCE E AND ANTHONY L AND
7060019032	11432 E 213TH	\$78.96	SMITH,KEITH AND FLORENCE TRS SMITH TRUST
7058008016	20534 PIONEER	\$78.96	ABRAJANO,NATIVIDAD C TR ABRAJANO TRUST
7058012010	11836 E 206TH	\$78.96	JOHNSON,CHARLENE L
7057025007	12438 ELVINS	\$78.96	BETANCOURT IXCO,GLORIA
7058025008	12054 E 207TH	\$78.96	GGB PARTNERS ONE LP
7059016022	11608 1161 E 205TH	\$85.96	MUNDY,DANIEL P TR DANIEL P MUNDY TRUST
7059013006	11647 WALCROFT	\$91.96	VELASCO FLOWERS,GAZEL TR GAZEL VELASCO FLOWERS TRUST
7057012015	20927 ELY	\$92.92	WINTERS,RICK AND TAMMY L
7058021030	11953 CENTRALIA	\$92.96	TA AMU,REUPENA AND NANAVALA
7059016012	11631 E 206TH	\$93.44	URIBE,MARIA
7066032020	21243 WILDER	\$94.49	WISE,DONALD L TR DONALD L WISE TRUST
7060013014	11439 E 211TH	\$100.97	EGGERT,FRED G AND MARIA A TRS EGGERT TRUST

**City of Lakewood**  
**Delinquent Trash Fees**

8/15/2018

<u>Parcel ID</u>	<u>Property Address</u>	<u>Balance Due</u>	<u>Property Owner</u>
7059029026	11603 STANGATE	\$108.73	PHELPS,STEPHEN W AND JOYCE
7058013007	20802 PIONEER	\$110.03	1836 MOUNTAIN LLC
7066029026	12235 E 211TH	\$112.40	DALLIN LLC C/O C/O MICHAEL MARASIGAN
7060019029	11512 E 213TH	\$117.88	MORAIRTY,TERRY E AND MARGARET L
7066012016	12442 E 215TH	\$117.92	VANDEVENTER,MICHAEL W AND LYNDA L
7060006012	11230 STILLMAN	\$118.44	SCOTT,NATHAN AND NICOLE
7059002003	20611 SYLVANWOOD	\$118.44	ROBINSON,SHANETTA K
7057015012	20818 CLARETTA	\$118.44	DIAS,ANTHONY F AND JULIANNE
7065012016	11516 MASSINGER	\$118.44	JARAMILLO,RICHARD E AND HERMELINDA
7065023004	11650 E 215TH	\$118.44	HARDIN,DONALD W
7060018001	11303 E 213TH	\$118.44	BEATON,JULIE R
7058021006	11926 E 209TH	\$118.44	ONTIVEROS,SALVADOR AND ESTHER
7059014010	11637 E 208TH	\$122.32	TAING,JIMMENG AND SAYCHOU
7058018003	11854 E 209TH	\$128.15	MCLAIN,MARVIN E DECD EST OF C/O C/O JANIE S POPHOFF,EXEC
7058019017	20719 ELAINE	\$136.40	SAKOUNSANOUNG,VANHSGING AND CHEN,VANHSY
7057006015	20702 NORWALK	\$136.56	VINH LUAN HA
7065021018	21211 HASTON	\$136.88	BRIONES,JESUS S JR
7066012019	12426 E 215TH	\$138.28	MURILLO,JORGE Y AND MURRILO,STEPHEN C
7065019044	21325 ROSSFORD	\$139.44	FLORES,NICANDRO AND MARIA L
7058002005	20322 DEVLIN	\$139.44	FESTIN,MA DIVINA L AND FESTIN,JUAN L JR
7057020020	12534 LEMMING	\$139.44	DOMINGUEZ,AMY F TR DOMINGUEZ TRUST
7057036003	20942 CALLAWAY	\$139.44	ECKERSEN,ROY
7066032034	21207 WILDER	\$139.80	CABALLES,ANGELO T JR AND CRISTINA S
7058024030	12053 E 208TH	\$144.33	YUPONCO,WALTER R AND ANDREA TRS YUPONCO FAMILY TRUST
7057008015	12204 E 209TH	\$145.62	LYON,CHARLES E
7060021005	21420 NECTAR	\$147.40	BUNDAKJI,HAITHAM A
7057028024	12615 E 206TH	\$149.51	BOWLING FAMILY LLC C/O C/O LANCE C BOWLING
7057006018	20711 THORNLAKE	\$152.28	MUELKER,THOMAS E
7058023006	12030 E 208TH	\$156.32	LOPEZ,ROSA Y
7059026001	19916 ROSSFORD	\$156.88	MORALES,MICHAEL A SR AND ANNA M
7059004024	11425 E 206TH	\$156.88	PALACIO,JOHN
7059001013	11507 ELVINS	\$157.92	TORALEZ,DAVID
7057006020	20723 THORNLAKE	\$157.92	FLORES,TITO AND TRIANA
7057009016	20803 CORTNER	\$157.92	ALMANZA,IGNACIO A&CARMEN
7057015020	20721 VERNE	\$157.92	GAXIOLA,ROBERT A AND CROOKS,JESSICA M
7059012008	11641 E 209TH	\$157.92	MARTINEZ,EULALIO F
7058012016	11849 E 207TH	\$157.92	CASTILLO,CAMILO
7058011012	11925 E 207TH	\$157.92	110 SPRUCE LLC
7060019025	11532 E 213TH	\$157.92	CHILE,MICHELLE J AND SCOTT T
7057020042	12508 WALCROFT	\$157.92	SIMPSON,HELEN

**City of Lakewood**  
**Delinquent Trash Fees**

8/15/2018

<u>Parcel ID</u>	<u>Property Address</u>	<u>Balance Due</u>	<u>Property Owner</u>
7058012009	11842 E 206TH	\$157.92	FRIAS,RODOLFO A AND ALMODOVAR,BELEN
7066007029	12507 GRADWELL	\$157.92	IRONDI,KELECHI
7066005018	21003 HAWAIIAN	\$157.92	AGINLAR,VOLKAN
7066008001	21124 DARTMOOR	\$157.92	RAINE,AARON J
7066032110	21404 WILDER	\$157.92	ZOU,HENRY L AND LINDA L
7058025012	12034 E 207TH	\$157.92	REYNOSO,RAUL AND NORMA AND REYNOSO,URIAH J
7059003035	11519 E 205TH	\$161.88	CAMACHO,FRANCISCO AND PAOLA
7059003022	20438 SYLVANWOOD	\$165.04	NOUN,HENRY
7060006007	11206 STILLMAN	\$166.33	FERNANDEZ,JENNIFER AND FERNANDEZ,GREG
7066030012	12510 E 215TH	\$166.33	DE SILVA,MADUKA
7060003017	20430 HARVEST	\$178.88	DELUNA,JOEL
7058019010	20703 ELAINE	\$179.93	VELASQUEZ,HECTOR E AND ANAVEL AND
7057001004	12244 RENVILLE	\$180.03	SCHNABLEGGER,GLEN E
7057019016	20722 HAWAIIAN	\$185.92	GONZALEZ,FELIPE JR AND ODIN,RACHELLE
7058024033	12103 E 208TH	\$186.88	HOLLAND,WILLIAM J AND BARBARA J
7058002001	20302 DEVLIN	\$188.88	COLLANTES,JOVANA E TR HERNANDEZ COLLANTES TRUST
7058009013	11841 E 206TH	\$195.79	GODOY,ANTONIO J AND VANESSA
7059013009	11635 WALCROFT	\$196.88	ROBBINS,TERESA C TR TERESA C ROBBINS TRUST
7059013009	11637 WALCROFT	\$196.88	ROBBINS,TERESA C TR TERESA C ROBBINS TRUST
7057006004	20806 NORWALK	\$196.88	SALAS,ROLANDO AND MERILY S AND GUTIERREZ,JAIME AND KARINA
7066029031	12219 E 211TH	\$196.88	GIAKOUMAKIS,GEORGE AND MARY TRS GIAKOUMAKIS FAMILY TRUST
7058027021	12103 1/2 SCHICK	\$197.29	CASTILLO,EPIFANIO AND MARIA TRS CASTILLO FAMILY TRUST
7060004021	20539 HARVEST	\$197.40	BUNDAKJI,HAITHAM A
7058004001	20302 VIOLETA	\$197.40	JANNANE,HAKIM M
7060008001	11382 CHADWELL	\$197.40	LONG,ROBERT L TR R L LONG FAMILY TRUST
7060011009	11306 SEABORN	\$197.40	LEGERTON,WENDY TR WENDY LEGERTON TRUST
7058025018	20710 ELAINE	\$197.40	SILVERIO,JUAN C AND ZEPEDA,MONICA C
7060017005	11323 GRADWELL	\$197.40	ORDAZ,EDUARDO AND YANIN
7060022020	21524 ROSETON	\$197.40	RODRIGUEZ,ALEXANDER L AND ANGIE A
7059028018	20012 JERSEY	\$199.99	LYON,CHARLES E
7058018003	11848 E 209TH	\$209.95	MCLAIN,MARVIN E DECD EST OF C/O C/O JANIE S POPHOFF,EXEC
7065023004	11648 E 215TH	\$213.85	HARDIN,DONALD W
7058020055	11935 E 209TH	\$215.52	EDLEY,SIMONE ET AL C/O C/O NATIONSTAR MORTGAGE LLC
7059019017	11721 E 206TH	\$219.41	A AND R BEST INC
7059027006	20005 ALBURTIS	\$223.56	NGUYEN,TAM D
7060003009	20470 HARVEST	\$228.88	AHUMADA,HELEN A
7065012024	11521 MASSINGER	\$230.96	SAYEGH,HEATHER CO TR EDWARD AND GRACE SMILDE TRUST
7057023026	20423 WARDHAM	\$232.40	HUNYADI,CSABA D AND CHERRON J
7057035018	12625 WALCROFT	\$232.40	RODRIGUEZ,GILBERTO AND ELVIA
7059011014	11612 209TH	\$236.88	CUEVA,AMPARO M TR AMPARO M CUEVA TRUST



**City of Lakewood**  
**Delinquent Trash Fees**

8/15/2018

<u>Parcel ID</u>	<u>Property Address</u>	<u>Balance Due</u>	<u>Property Owner</u>
7059013033	3 11640 E 208TH	\$236.88	BROUKHIM,ROYA TR F AND R BROUKHIM TRUST
7059026010	19938 CORBY	\$236.88	WILLIAMS,SARAH B
7059030007	20009 JERSEY	\$236.88	CHO,CHRISTOPHER L CO TR C L AND W Y CHO TRUST
7059016030	11648 E 205TH	\$236.88	BELCHER,DAVID AND RUTH F
7059016030	11650 E 205TH	\$236.88	BELCHER,DAVID AND RUTH F
7059016013	11627 E 206TH	\$236.88	TORRES,MARCOS ET AL TOSCANO,JESUS P
7059019022	20512 ALBURTIS	\$236.88	DEARDORFF,DENNIS
7059015002	20609 ALBURTIS	\$236.88	DZIENANOWICZ,JIMMY
7059015002	20611 ALBURTIS	\$236.88	DZIENANOWICZ,JIMMY
7059021012	20726 ALBURTIS	\$236.88	GALLARDO,CAYETANO JR
7059011003	20913 ALBURTIS	\$236.88	KRIST,ALEXANDER S
7059013034	11628 E 208TH	\$236.88	ROBLES,JAMES F
7059013033	1 11640 E 208TH	\$236.88	BROUKHIM,ROYA TR F AND R BROUKHIM TRUST
7059021009	11725 E 208TH	\$236.88	LY,JENNY TR JENNY LY TRUST
7059013008	11639 WALCROFT	\$236.88	NWADIWE,CEASAR M
7059013008	11641 WALCROFT	\$236.88	NWADIWE,CEASAR M
7059003029	11439 E 205TH	\$236.88	NWOFOR,UCHENNA G
7060006026	20643 LONGWORTH	\$236.88	TAFOYA,STEVEN R SR
7059010004	20926 NECTAR	\$236.88	HABEEB,AKMAL
7059009025	20711 B ROSETON	\$236.88	CAMACHO,RICARDO
7059009025	20711 A ROSETON	\$236.88	CAMACHO,RICARDO
7060006023	11306 TANGENT	\$236.88	JACKSON GREEN,KAREN N
7059001016	11523 ELVINS	\$236.88	STEWART,BRANDY D
7059025066	11708 GLORIA	\$236.88	KURAMOTO,A RIEKO
7058028002	20908 HORST	\$236.88	ENGLE,DARRELL E AND CONCEPCION S
7057033012	20321 THORNLAKE	\$236.88	DAROSA,ROY D AND SUZANNE
7057007009	20732 THORNLAKE	\$236.88	ASKA,ALVIN M
7057007022	20733 BELSHIRE	\$236.88	MAMARADLO,RICKY AND MAMARADLO,ZENaida
7057012022	20833 ELY	\$236.88	LEWIS,KURT M AND LEWIS,ROBB O
7057014007	20912 ELY	\$236.88	ZIEMER,ROBERT S TR ZIEMER TRUST
7057017016	20803 HAWAIIAN	\$236.88	HAWKINS,GREGORY J AND NORMA
7058006017	20403 CLARKDALE	\$236.88	LARA,REYNALDO
7058005013	20425 VIOLETA	\$236.88	IRIBE,AMADA
7059024018	11720 E 209TH	\$236.88	THOMAS,DOMONIQUE AND ROBINSON,RODDERICK E JR
7059024003	11743 CENTRALIA	\$236.88	LOPEZ,LEOBARDO C AND MARICELA
7059024003	11745 CENTRALIA	\$236.88	LOPEZ,LEOBARDO C AND MARICELA
7059015008	11637 E 207TH	\$236.88	HABITAT FOR HUMANITY OF GREATER LOS ANGELES
7059014022	11638 E 207TH	\$236.88	TRAN,HIEU AND THOM
7060007001	11305 LEMMING	\$236.88	HULL,THOMAS R AND PAMELA S
7058014020	20821 ARLINE	\$236.88	VILLAVICENCIO,LENIN

**City of Lakewood**  
**Delinquent Trash Fees**

8/15/2018

<u>Parcel ID</u>	<u>Property Address</u>	<u>Balance Due</u>	<u>Property Owner</u>
7058017011	20838 ARLINE	\$236.88	THEODORA,PATRICK G TR PATRICK G THEODORA TRUST
7058016013	20717 SEINE	\$236.88	TAING,THOMAS K AND CHHOUR,MELISSA M AND
7058014002	20818 PIONEER	\$236.88	SHRIVER,RICHARD
7058020050	20830 SEINE	\$236.88	VARGAS,JOEL AND MARIA T
7058024020	20736 ELAINE	\$236.88	TIRONA,SALVADOR AND VIVIAN
7065010015	11719 ROCKWALL	\$236.88	SCHRAMM,JANET M
7065010016	11725 ROCKWALL	\$236.88	GUYOT,KYLE AND JACQUELINE D
7065012020	11501 MASSINGER	\$236.88	WASHINGTON,JAMAL
7065021016	21202 HASTON	\$236.88	GUZMAN,ESTELA B AND GARCIA,ANTHONY G
7065021022	21231 HASTON	\$236.88	NINETE,FRANK A AND ANITA G
7065019040	21307 ROSSFORD	\$236.88	STOCKBERGER,KATHLEEN
7065019048	21345 ROSSFORD	\$236.88	KIMBLE,ANGELA
7060014024	21013 LONGWORTH	\$236.88	VANPOOL,VERNON C AND CAROL A
7060018010	11403 E 213TH	\$236.88	EWELL,MEREDITH V
7060019011	11407 E 214TH	\$236.88	JOVEL,CARLOS E
7060020014	11419 E 215TH	\$236.88	CRUZ,MARGARITA TR CRUZ FAMILY TRUST
7060024013	11448 E 216TH	\$236.88	CICCARELLI,THERESA TR
7065024002	11708 E 216TH	\$236.88	ORTIZ,ELIZABETH
7058009002	11872 E 205TH	\$236.88	LOPEZ,LEOVARDO AND MARICELA
7057010012	12263 CENTRALIA	\$236.88	DIAZ,LAURA
7057020040	12518 WALCROFT	\$236.88	CEDILLO,EDITH
7058002011	20422 DEVLIN	\$236.88	COBB,LATASHA
7057020025	12506 LEMMING	\$236.88	FRANCO,VENTURA H AND BERTHA
7057020024	12512 LEMMING	\$236.88	PLOTKIN,STEFANIE V AND DAVID
7058003005	20322 SEINE	\$236.88	IRIBE,AURELIANO S
7057026020	12615 LEMMING	\$236.88	ABERNATHY,ERIC J SR AND CYNTHIA
7058009018	11867 E 206TH	\$236.88	TIEN SENG INTERNATIONAL INC
7057021031	12532 E 206TH	\$236.88	SINGHA,GURBAX S AND DALJIT K
7057027016	12652 E 206TH	\$236.88	BURNS,CARL H
7057028006	12610 VANDEMERE	\$236.88	HOLMES,DEYON
7057025015	20322 HAWAIIAN	\$236.88	KNOTT,JOHN
7066007015	12402 E 212TH	\$236.88	ALVAREZ,MARGARITA
7066007009	12432 E 212TH	\$236.88	RODRIGUEZ,JUANITA ET AL RODRIGUEZ,SAMUEL J
7066007023	12439 GRADWELL	\$236.88	CERVANTES,FERNANDO AND TAPIA,BRENDA
7066032041	12603 E 212TH	\$236.88	BANUELOS,ALFONSO
7057036055	20918 WILDER	\$236.88	HENRY,RESA
7058024018	12012 LEMMING	\$236.88	JPACIFIC INTERNATIONAL TR 12012 LEMMING LW LAND TRUST
7058027018	12125 SCHICK	\$239.87	NGUYEN,THUY LOAN THI AND PHAM,CHRISTINE V
7059015003	20615 ALBURTIS	\$252.41	RAGHIB,MOHAMMAD AND JEAN
7058004005	20322 VIOLETA	\$261.35	SOPHEAP,ROSA S AND TAN,RICK V

City of Lakewood  
**Delinquent Trash Fees**

8/15/2018

<u>Parcel ID</u>	<u>Property Address</u>	<u>Balance Due</u>	<u>Property Owner</u>
7059007019	11503 LEMMING	\$266.75	HERNANDEZ, ROSA
7058005010	20418 CLARKDALE	\$276.36	BELCHER, MARGARET J TR BELCHER FAMILY TRUST
7059011017	11624 E 209TH	\$276.36	MARTINEZ, JUAN J AND CALDERON, GUADALUPE
7058013005	20722 PIONEER	\$276.36	RASCON, FERDIE AND SADIE M
7057022026	12542 VANDEMERE	\$276.36	BUTLER, HORACE AND ROBIN
7066028025	12319 E 211TH	\$276.36	LIU, WANYI
7058024001	20729 IBEX	\$276.36	MILLS, BRUCE B
7065010019	11741 ROCKWALL	\$276.60	JOH, MI S TR MI SUN JOH TRUST
7059016013	11629 E 206TH	\$278.88	TORRES, MARCOS ET AL TOSCANO, JESUS P
7059007024	11528 LEMMING	\$278.88	SENDREY, MICHELLE
7059017006	20332 ROSETON	\$278.88	WESLEY, ANTHONY B AND LUANA M
7058005008	20408 CLARKDALE	\$278.88	BELCHER, MARGARET J TR MARGARET J BELCHER TRUST
7058006015	20413 CLARKDALE	\$278.88	WOOTEN DAVIS, BRENDA
7060007006	20705 LONGWORTH	\$278.88	LILE, BILL L
7060021011	21316 NECTAR	\$278.88	GONZALES, GILBERTO TR GILBERTO GONZALES TRUST
7060024002	11410 E 216TH	\$278.88	CASEY, KEITH
7066028009	12338 CENTRALIA	\$278.88	COLEMAN GIBSON, SAQUAN
7066011001	21432 CLARETTA	\$278.88	JARREAU, RUSTY E AND JARREAU, RODNEY
7066011003	21444 CLARETTA	\$278.88	LOPEZ, RICHARD A AND CRYSTAL M
7066011019	21433 WARDHAM	\$278.88	HUGHES, RICHARD L
7066028022	12335 E 211TH	\$278.88	JIMENEZ, JUAN R AND ESTHER
7059028014	20102 JERSEY	\$325.36	PATEL, PREMILA
7065021017	21205 HASTON	\$362.88	HUERTA, NOLBERTO L
		<u>\$41,697.88</u>	

# DIVIDER SHEET

## **COUNCIL AGENDA**

August 14, 2018

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

**SUBJECT:** Appeal of Conditional Use Permit No. 939, 4125 South Street

### **INTRODUCTION**

The appellant, Muichi Wong, is appealing the Planning and Environment Commission's (PEC) decision to revoke Conditional Use Permit (CUP) for the continued operation of an existing Massage Establishment at 4125 South Street.

### **STATEMENT OF FACTS**

On May 3, 2018 the PEC conducted a public hearing for CUP No. 939. Following the hearing, the PEC adopted Resolution No. 8-2018 revoking CUP No. 939. On May 23, 2018, the appellant submitted an appeal of the PEC's decision to revoke CUP No. 939. The appeal was filed with the City Clerk in a timely manner and with appropriate fees in compliance with Lakewood Municipal Code (LMC) Section 9407. The following items from the May 3, 2018 PEC meeting are attached to this report for review and reference:

1. Report to the PEC on the modification or revocation for CUP No. 939, which includes:
  - a. Staff report for on the modification or revocation for CUP No. 939.
  - b. A copy of Resolution No. 13-2016 for approval of CUP No. 939.
  - c. A letter from the Los Angeles County Sheriff's Department dated March 19, 2018 concerning their review of the subject business and opposing CUP No. 939.
  - d. Vicinity Map of the property and the surrounding area.
  - e. Aerial View of the property and the surrounding area.
  - f. The following exhibits:
    - i) Exhibit "A" – Site Plan.
    - ii) Exhibit "B" – Floor Plan.
  - g. A copy of PEC Resolution No. 8-2018 revoking CUP No. 939.
2. Copy of the slideshow from the May 3, 2018 PEC public hearing.
3. Excerpt of the PEC minutes from the May 3, 2018 PEC public hearing.
4. Copy of the audio recording from the May 3, 2018 PEC public hearing.
5. Letter from the appellant appealing the PEC revocation of CUP No. 939.
6. Proposed Resolution Denying the Appeal and Upholding the Revocation of CUP 939.

LMC Section 9407.4 HEARING BEFORE CITY COUNCIL states that, when the City Council reviews or considers an appeal of a CUP, no new matter or evidence shall be received or considered by the City Council, and that the City Council shall make its determination on the basis of the record brought before it on appeal or review.

LMC Section 9407.5. NEW HEARING DE NOVO, states that the City Council may, by majority action at any time during the course of the review of a decision of the Planning Commission under this Part brought before it by either appeal or review, determine that a new hearing should be heard for the purpose of taking new or additional evidence in respect to this matter. In such an event, a new hearing shall be set by the City Council, at which time the public will be entitled to appear to present new or additional evidence for or against said application.

**RESPONSE TO APPEAL.** The appellant, Muichi Wong, alleges in her appeal letter that was date stamped by the City Clerk on May 23, 2018 that the Planning and Environment Commission (PEC) erred in revoking her CUP No.939. The justification for her request to the City Council to reverse the PEC decision and to allow AA Massage to continue to operate at 4127 South Street is her following statement:

“The two massage technicians which were allegedly unlicensed had licenses in pending states, which I believe were valid. All massage technicians working at site since April 25<sup>th</sup> are actively licensed with their original licenses posted and the Lakewood Sheriff’s Department of their employment.”

The appellant fails to demonstrate in what manner the PEC erred in its May 3, 2018 determination that CUP No. 939 should be revoked. In her own statement, she states the subject licenses were “pending”, therefore they were not issued or valid and those employees were not authorized or properly licensed to perform massage services.

As outlined in the attached Resolution 8-2018, PEC staff report, and other supporting documents, there were multiple justifications considered and adopted by the PEC in their decision to revoke CUP No. 939. The failure to have properly licensed employees was only one reason. The facts and findings listed below were determined by the PEC as appropriate justifications for the revocation of CUP No. 939:

1. AA Massage continued to operate in a manner contrary to the terms and conditions of approval of CUP No. 939, as established by Resolution No. 13-2016 and in violation of the Lakewood Municipal Code, specifically Sections 6402 and 4608, as well as the State of California Business and Professions Code.
2. The owner and/or manager of AA Massage continued to hire masseuses without immediately reporting to the Los Angeles County Sheriff’s Department all changes or transfers of masseurs employed in the business whether by new or renewed employment, discharge or termination, or otherwise, as required by LMC Section 6402.I.8.(b).
3. The owner and/or manager of AA Massage inappropriately allowed expired CAMTC certificates and photocopies of California Massage Therapy Council (CAMTC) certificates to be displayed, as observed by Lakewood staff on April 24, 2018.


4. On February 8, 2018, the Los Angeles County Sheriff's Department documented a business dispute where a customer of the establishment called for law enforcement assistance when workers held onto his vehicle's door until they received additional tip money.
5. On March 12, 2018 the Los Angeles County Sheriff's Department visited the site where they:
  - 1) Issued a warning to the business owner for hiring unlicensed massage technicians;
  - 2) Observed that neither the business owner or manager were present on site, which is a violation of both local ordinance and State Law, which mandates this supervision;
  - 3) Issued warning notices to two unlicensed massage technicians; and
  - 4) Issued a warning to one employee for not having the required independent contractor's masseur's permit.
6. On April 24, 2018 an inspection by Lakewood staff of AA Massage found that the business continued to operate in a manner inconsistent with of the conditions of approval for CUP No. 939, as contained in Resolution No. 13-2016. Staff observed that one massage technician had displayed an expired CAMTC certificate and that two other massage technicians had displayed photocopies of their CAMTC certificates, which is contrary to Business and Professions Code Section 4608.(a) which requires a CAMTC certificate holder to display his or her original certificate (not a photocopy), wherever he or she provides massage for compensation.
7. On both March 20, 2018 and April 25, 2018 Lakewood staff conducted internet searches for the AA Massage phone number. These searches yielded multiple links to websites with escort services and other websites containing material suggestive of prostitution services. The AA Massage phone number was listed on these websites.

The Planning and Environment Commission properly considered all testimony and all documents related to this case before reaching a decision to revoke CUP No. 939 for on-going non-compliance with the conditions of approval as established by Resolution 13-2016.

### **RECOMMENDATION**

Staff recommends the City Council deny the appeal and affirm the PEC's decision to revoke CUP No. 939 and not allow AA Massage to continue to operate at 4127 South Street.

  
Sonia Dias Southwell, AICP  
Director of Community Development

  
Thaddeus McCormack  
City Manager

## 1. Report to the PEC



**TO:** Planning and Environment Commission

**SUBJECT:** Modification or Revocation of Conditional Use Permit No. 939

**LOCATION:** 4125 South Street

**ZONING:** C-3 (Intermediate Commercial)

### **INTRODUCTION**

On October 6, 2016, the Planning and Environment Commission (PEC) adopted Resolution No. 13-2016 approving Conditional Use Permit (“CUP”) No. 939 for the continued operation of a massage establishment located at 4125 South Street (see attached Resolution, Site Plan and Floor Plan). Subsequent reviews and inspections of this establishment found repeated instances of non-compliance with the conditions of approval contained in Resolution No. 13-2016. On April 5, 2018, staff reported these instances of non-compliance to the PEC and recommended the PEC conduct a public hearing concerning the operation of this establishment and whether to modify or revoke Conditional Use Permit No. 939.

### **STATEMENT OF FACTS**

#### **Area Description**

The subject tenant space is within a commercial center on the north side of South Street and is located approximately 300 feet west of Lakewood Boulevard. The closest residential property line is about 20 feet west of the subject tenant space. A 20-foot alley separates the commercial center from single- and multi-family homes to the north and west. The following table lists the current land uses and zoning designations for the site and the surrounding properties.

<b>Area</b>	<b>Existing Land Use</b>	<b>Zone Designation</b>
Subject Site	Commercial Center	C-3 (Intermediate Commercial)
North	Single- and Multi-Family Homes	M-F-R (Multiple-Family Residential)
East	Commercial Center	C-3 (Intermediate Commercial)
South	Commercial Center	C-3 (Intermediate Commercial)
West	Single-Family Homes	R-1 (Single-Family Residential)

#### **Site Description**

As shown in Exhibit “A,” the subject tenant site is located in a commercial center with an area of approximately 1.28 acres. The site is developed with a 27,275 square-foot, two-story retail and office building and 96 parking spaces. Access to the site is via a driveway on South Street and a public alley. First floor tenants include: National Polytechnic College, HP Beauty Salon, Back

to Life Chiropractic, H&R Block, LPL Financial, AA Massage, a U.S. Post Service facility, and a martial arts studio. Second floor tenants include the Chamber of Commerce, an insurance office, various office uses and a photography studio.

### History

A business permit for AA Massage was approved on October 1, 2014, with Mui Chi Wong as the business owner. Following the adoption of Ordinance No. 2015-4, all existing massage establishments were notified by the City that they need to obtain a CUP by July 9, 2018. AA Massage obtained Conditional Use Permit No. 939 when the PEC adopted Resolution No. 13-2016 on October 6, 2016. Condition F of Section 4 of Resolution No. 13-2016 required that a review of the subject massage establishment be conducted six months after the date of approval of CUP No. 939.

### April 6, 2017 Review

The six-month review by the PEC occurred on April 6, 2017. On March 23, 2017, staff inspected the massage establishment and found the massage establishment to be out of compliance with Section 4J of Resolution No. 13-2016, which requires that "proper permits shall be obtained from the Building and Safety Section for all interior and exterior work, prior to the commencement of such work." Demising walls had been constructed within the tenant space to create four massage rooms, and the reception office was modified, all without the benefit of planning approval or building permits (see Exhibit "B" for the location of this work).

The PEC extended the review period by three months to allow the applicant to complete the plan check process, obtain building permits for unpermitted work, and obtain DRB approval for exterior signage and any necessary inspections as required by Resolution No. 13-2016.

### July 6, 2017 Review

On June 26, 2017, staff conducted another inspection of the massage establishment and found that the massage establishment was still out of compliance with Section 4J of Resolution No. 13-2016. The applicant had not obtained the required permits but did submit plans to building plan check. Staff reported this to the PEC on July 6, 2017, and the PEC again extended the review to allow the applicant to complete the plan check process and obtain building permits.

On September 25, 2017, the applicant obtained building permits for the unpermitted work and final approval of those permits occurred on November 13, 2017. Completion of this work resulted in the next review being brought to the PEC on April 5, 2018.

### April 5, 2018 Review

Staff contacted the Los Angeles County Sheriff's Department to provide input for the April 5, 2018 review. The Los Angeles County Sheriff's Department conducted a review of this business use for a two-year period and reported their findings via a letter dated March 19, 2018. The letter states that the Sheriff's Department found one incident at this location related to massage services, which the Sheriffs' Department noted as being significant to this review. On February

8, 2018, a business dispute took place where a customer of the establishment called for law enforcement assistance when workers held onto his vehicle's door until they received additional tip money.

The Sheriff's Department visited the site on March 12, 2018 and found the use to be in violation of Section H of Resolution No. 13-2016. That Section states that "No person shall practice massage as a masseur, employee or otherwise, unless he has a valid and subsisting masseur's business permit issued to him pursuant to Section 6402.I of the Lakewood Municipal Code and lawfully possesses a valid certificate issued by the California Massage Therapy Council designating him as a Certified Massage Therapist or a Certified Massage Practitioner pursuant to Section 4600 et al of the Business and Professions Code. Material violation of this condition will be cause for modification or revocation of this conditional use permit." During their site visit of March 12, 2018, the Sheriff's Department found the following violations of the Lakewood Municipal Code (LMC) and California Business and Professions Code (CBPC):

LMC 6402.I.8 (f) – This Section states that no massage business permittee or other person shall employ as a masseur any person unless that employee has obtained and has in effect a masseur's permit issued pursuant to this Section and lawfully possesses a valid certificate issued by the California Massage Therapy Council designating the person as a Certified Massage Therapist or a Certified Massage Practitioner pursuant to Section 4600 et al of the Business and Professions Code.

*The Sheriff found individuals working at this establishment in violation of this Section. The business owner, Mui Chi Wong, was issued a warning notice for employing unlicensed massage technician(s) at this location.*

LMC 6402.I.9 – This Section states that each massage establishment business permittee shall be on the premises supervised at all times when open for business by an adult manager. The massage business permittee or masseur may serve as the required manager. Any business rendering massage service shall have one person who qualifies as a masseur on the premises at all times while the establishment is open. The massage business permittee shall personally supervise the business and shall not violate or permit others to violate any applicable provision of this Section. The violation of any such provision by any agent or employee of the massage business permittee shall constitute a violation by the massage business permittee.

*The Sheriff found the establishment was operating unsupervised. Neither the owner nor a designated manager was on the premises at the time of the Sheriff's visit.*

LMC 6402.I.1.(b) - This Section states that no person shall practice massage as a masseur, employee or otherwise, unless he has a valid and subsisting masseur's business permit issued to him pursuant to the provisions of this Article and lawfully possesses a valid certificate issued by the California Massage Therapy Council designating him as a Certified Massage Therapist or a Certified Massage Practitioner pursuant to Section 4600 et al of the Business and Professions Code.

*The Sheriff issued warning notices to Feng Guan and Lizhen Liu for working at this location without the required masseur permits.*

LMC 6402.I.4.(e) – This Section states that an independent masseur or independent masseur contractor shall obtain a masseur's permit, however an employee of a massage establishment shall not be required to obtain a masseur's permit.

*The Sheriff issued a warning notice to Lizhen Liu for working at this location without having the required independent contractor masseur's permit.*

CBPC 4608 – Business and Professions Code Section 4608.(a) requires a CAMTC certificate holder to display his or her original certificate (not a photocopy), wherever he or she provides massage for compensation.

*The Sheriff found several person(s) working at this location displayed only a photocopy of their CAMTC certificate or failed to display their original CAMTC or as required by state law.*

#### Inspection of April 24, 2018

Staff inspected the business on April 24, 2018. The initial staff report for CUP No. 939 reported that this massage establishment was staffed by Mui Chi Wong and Li Li, who both possessed, and continue to possess, current Certified Massage Therapist certificates according to the California Massage Therapy Council (CAMTC certificate numbers 59194 and 70786 respectively). It appears that Li Li is no longer associated with this business. That staff report noted that the applicant may decide to hire additional staff as business increased. The staff report also noted that any person whom practices massage in this tenant space in the future will be required to have a valid CAMTC certificate.

As noted above, when the Sheriff's Department visited the site on March 12, 2018 they found two masseuses (Feng Guan and Lizhen Liu) working at this location without having first been added to the business permit on file with the City.

During the April 24, 2018 inspection, staff observed five CAMTC certificates display on the wall in the reception area. A notice on the wall indicates that the business owner designated Mr. Jiang Bao Jun as the business manager. Mr. Jiang Bao Jun was present at the time of the staff inspection and indicated that two individuals shown on the CAMTC certificates were already added on the business permit (himself and Xiu Fang Chen). Mr. Jiang Bao Jun stated that the three other masseuses had not been added to the business permit (Xiao Jing Zhao, Yuxin Zheng, and Shuya Lyu). He stated that they had not been added because they had just been hired that day (April 24, 2018). Staff noted that Xiao Jing Zhao and Yuxin Zheng's CAMTC certificates were photocopies, and that Shuya Lyu's CAMTC certificate expired on February 6, 2018.

Business and Professions Code Section 4608.(a) requires a certificate holder to display his or her original certificate (not a photocopy) wherever the massage is provided for compensation and

that the certificate holder shall have his or her identification card in his or her possession while providing massage services for compensation.

By the end of the inspection staff observed that the photocopied CAMTC certificates for Xiao Jing Zhao and Yuxin Zheng had been removed from the wall. Shuya Lyu presented her new CAMTC identification card which shows her CAMTC certificate as being valid until February 6, 2020. City records indicate that masseuses Rebecca Lu, Xiu Fang Chen, and Yuan Zhang were added to the business permit on March 28 and March 29 of this year, but their CAMTC certificates were not on display despite having been recently added to the business permit. Mr. Jiang Bao Jun did not indicate whether they were still employed at AA Massage.

**AA Massage Employee List**

<b>Name</b>	<b>Date Added to Permit</b>	<b>Still at Location?</b>	<b>CAMTC Certificate #</b>
Mui Chi Wong (owner)	August 14, 2017	Yes	59194 (Active)
Li Li	June 8, 2016	No	70786 (Active)
Li Juan Lu	January 6, 2015	Unknown	54665 (Active)
Li Qing Fan	January 6, 2015	Unknown	58786 (Active)
Lihua Jiao	May 26, 2015	No	44299 (Active)
Lizhen Liu	July 17, 2017	Unknown	54281 (Active)
Yue Hu	August 14, 2017	No	46805 (Active)
Shaomin Xu (receptionist)	Not added	Unknown	n/a
Feng Guan	Not added	Unknown	unlicensed
Shuang Ling Han	March 28, 2018	Unknown	71274 (Active)
Bao Jun Jiang (manager)	March 28, 2018	Yes	60882 (Active)
Rebecca Lu	March 28, 2018	Unknown	32147 (Active)
Xiu Fang Chen	March 29, 2018	Unknown	63395 (Active)
Yuan Zhang	March 29, 2018	Unknown	55730 (Active)
Xiao Jing Zhao	Not added	Yes	57585 (Active)
Shuya Lyu	April 25, 2018	Yes	69470 (Active)
Yuxin Zheng	April 25, 2018	Yes	69297 (Active)

Based on CAMTC and City records as of April 25, 2018

The April 24, 2018 inspection found that the massage establishment continues to be operated in a manner inconsistent with the conditions of approval contained in Resolution No. 13-2016 due to the following:

1. The owner and/or manager continued to hire masseuses without immediately reporting to the Los Angeles County Sheriff's Department any and all changes or transfers of masseurs employed in the business whether by new or renewed employment, discharge or termination, or otherwise, as required by LMC Section 6402.I.8.(b). The manager stated that three masseuses were hired on or around April 24, 2018 but they had not been added to the business permit, despite the business owner receiving written warnings from the to the Los Angeles County Sheriff's Department for this same violation on March 12, 2018. Masseurs

at this location have not reported immediately to the Los Angeles County Sheriff's Department every change or transfer of masseurs employed in the business whether by new or renewed employment, discharge or termination, or otherwise, as required by LMC Section 6402.I.8.(b).

2. One of the masseuses was displaying an expired CAMTC certificate and two of the masseuses were displaying photocopies of their CAMTC certificates in lieu of their original certificates. These actions are in violation of Business and Professions Code Section 4608.(a).

The Los Angeles County Sheriff's Department reports that, based on past histories with these types of businesses, the Los Angeles County Sheriff's Department has the following concerns and potential problems regarding these types of establishments:

1. Continued prostitution services and unethical business practices.
2. Sexual exploitation, pimping, sex trafficking, and slavery.
3. Narcotics activity.
4. Organized crime.

LMC Section 6402.I.8 contains the requirements for the operation of massage establishments. LMC Section 9402.I.8.(c) states that no massage business permittee shall publish or distribute, or cause to be published or distributed, any advertising matter or business identification card that states or depicts any portion of the human body that would reasonably suggest to prospective patrons that any service is available pursuant to said permit or business license, other than a massage.

Internet searches for the phone number for this business ((562) 529-5386) were conducted on March 20, 2018 and April 25, 2018. These searches yielded multiple links to escort websites and other websites containing suggestive material with the phone number for this business appearing on types of websites which are suggestive of prostitution services.

#### Code Requirements

Pursuant to Section 9405 of the Lakewood Municipal Code, the Planning and Environment Commission may, after a public hearing, held in the manner prescribed in Chapter 3, Part 12 governing variances and Conditional Use Permits, revoke or modify a Conditional Use Permit issued based on any one or more of the following grounds:

- A. *That the approval was obtained by fraud.*
- B. *That the permit or variance granted is being, or recently has been exercised contrary to the terms or conditions of such approval or in violation of any statute, ordinance, law or regulation.*

*C. That the use for which the approval was granted is so exercised as to be detrimental to the public health or safety, or as to constitute a nuisance.*

The massage establishment is being operated in violation LMC Sections 9405.B and 9405.C. based on the evidence submitted to the Planning and Environment Commission and as described in this report.

#### CEQA

The actions taken by the Planning and Environment Commission regarding this Public Hearing, are Categorically Exempt from the California Environmental Quality Act based on Section 15321.(a), of the California Environmental Quality Act Guidelines of 1970, as amended. This section establishes that the following is exempt from the CEQA process: "Actions by regulatory agencies to enforce or revoke a lease permit, license, certificate, or other entitlement for use issued, adopted, or prescribed by the regulatory agency or enforcement of a law, general rule, standard or objective, administered or adopted by the regulatory agency."

#### Notification

Notification of the public hearing for this CUP was mailed to property owners within a 300-foot radius of the subject site, posted on the City's webpage, and was posted at the subject site and in three public places on Thursday, April 19, 2018, pursuant to Section 9422, et seq., of the Lakewood Municipal Code and State Law.

#### RECOMMENDATION

Staff recommends that the Planning and Environment Commission hold a public hearing and following the public hearing move to adopt the proposed Resolution granting approval of Conditional Use Permit No. 939, subject to the conditions contained therein and approve the associated Categorical Exemption.



Paul Kuykendall, AICP  
Senior Planner



Sonia Dias Southwell, AICP  
Director of Community Development

## **RESOLUTION NO. 13-2016**

A RESOLUTION OF THE PLANNING AND ENVIRONMENT COMMISSION OF THE CITY OF LAKEWOOD APPROVING AN APPLICATION FOR CONDITIONAL USE PERMIT NO. 939, 4127 SOUTH STREET, LAKEWOOD, CALIFORNIA, FOR THE CONTINUED OPERATION OF A MASSAGE ESTABLISHMENT AND THE CATEGORICAL EXEMPTION.

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

SECTION 1. The Planning and Environment Commission of the City of Lakewood, having had submitted to it the application of Ms. Muichi Wong representing AA Massage, lessee of the owners of an interest in the following described real property, requesting a Conditional Use Permit (CUP), pursuant to the provisions under Sections 6402.I, 9302.31C, 9340.C.5, and 9347.A of the Lakewood Municipal Code for the operation of a massage establishment on that certain real property within the City of Lakewood described as a portion of Lot 1 of Tract No. 11600, Map Book 274, Pages 17-18, as recorded in the Office of the County Recorder of Los Angeles County and more particularly described as 4127 South Street, Lakewood, California; all as shown in the attached minutes and report of the Planning and Environment Commission, attached hereto and made a part hereof as though set forth in full, the Planning and Environment Commission does hereby find and determine as provided in this Resolution.

SECTION 2. The Planning and Environment Commission finds that the that the proposed project is Categorically Exempt pursuant to Section 15301, of the California Environmental Quality Act Guidelines, as amended.

SECTION 3. The Planning and Environment Commission of the City of Lakewood reports that a public hearing was held before the Planning and Environment Commission in respect to said application on the 6<sup>th</sup> day of October 2016, and the Planning and Environment Commission does hereby find and determine that said application, subject to the conditions hereinafter specified, shall be granted for the following reasons:

A. The request is for approval of a Conditional Use Permit for the operation of a massage establishment located at 4127 South Street, Lakewood, all as shown on Exhibits "A" and "B."

B. The proposed use is found to be in conformity with the goals of the General Plan, and with the Commercial land use designation.

C. The nature, condition, and development of adjacent uses, buildings, and structures have been considered, and it has been found that the proposed massage establishment will not adversely affect or be materially detrimental to adjacent uses, buildings, or structures, provided the conditions herein contained are implemented and complied with in total.



D. South Street and the public alley are adequate in width and improved as necessary to serve the traffic generated by the site and the proposed use. No adverse effect is anticipated on existing roads and circulation as a consequence of this application.

E. The subject site is adequate in size and shape to accommodate the yards, walls, fences, loading facilities, landscaping, and other development features required by the Code. The site provides sufficient off-street parking capacity to accommodate the parking requirements of the proposed use in addition to existing businesses at the site.

F. Notification of the public hearing for this Conditional Use Permit was published on the City of Lakewood's web page, was posted and mailed to property owners within a 300-foot radius, pursuant to Section 9422, et seq., of the Lakewood Municipal Code and State Law.

SECTION 4. The Planning and Environment Commission of the City of Lakewood, based upon the aforementioned findings and determinations, hereby grants the use as requested in Conditional Use Permit No. 939 provided, however, the following conditions are observed and complied with at all times:

A. The conditions shall be complied with 90 days after approval of this Resolution and unless specified otherwise in the individual conditions contained herein, and not thereafter violated or deviated from except where authorized by amendment to this Resolution adopted in accordance with the provisions of this Resolution and the Municipal Code. The granting of this Conditional Use Permit and this Resolution, and any modification or change thereof, shall not be effective for any purpose until a certified copy of this Resolution (exhibits excluded) has been recorded in the office of the Los Angeles County Recorder. The granting of this Conditional Use Permit, subject to the conditions herein set forth, are binding on the heirs, assigns, and successors in interest of the applicant and their heirs, assigns and successors in interest.

B. Approval for the operation of a massage establishment located at 4127 South Street, shall be based on Exhibits "A" and "B."

C. The applicant shall sign a written statement stating that he has read, understands, and agrees to the conditions of the granting of this Conditional Use Permit within twenty (20) days of the adoption of the Resolution approving the same, or this approval shall become null and void.

D. This Conditional Use Permit may be modified or revoked by the City Council or the Planning and Environment Commission should they determine that the proposed use or conditions under which it is being operated or maintained is detrimental to the public health, welfare or materially injurious to property or improvements in the vicinity or if the property is operated or maintained so as to constitute a public nuisance.

E. The applicant agrees to indemnify, hold harmless and defend the City, its officers, agents and employees, from any and all liability or claims that may be brought against the City arising out of its approval of this permit, or arising out of the operation of the business, save and except that caused by City's active negligence.

F. The approval contained in this resolution is granted subject to a six month review from the date of this approval to assure that the facility has complied with the requirements to obtain approval of construction plans, obtain properly issued permits and inspections of the previously unpermitted work. After this six month period has passed, the Commission shall review this Conditional Use Permit to determine if it should continue in full force and effect on an ongoing basis, subject to another review, or if it should be revoked. At any time during or at the end of the six-month probationary period, the Planning and Environment Commission may take such action as it deems appropriate regarding the ongoing status of such approval.

G. The applicant shall comply with all federal, state and local laws, including, but not limited to, Lakewood Municipal Code Sections 6402.I, 9302.31.C, 9340.C.5, and 9347.A. Material violation of any of those laws in connection with the use will be cause for modification or revocation of this permit.

H. No person shall practice massage as a masseur, employee or otherwise, unless he has a valid and subsisting masseur's business permit issued to him pursuant to Section 6402.I of the Lakewood Municipal Code and lawfully possesses a valid certificate issued by the California Massage Therapy Council designating him as a Certified Massage Therapist or a Certified Massage Practitioner pursuant to Section 4600 et al of the Business and Professions Code. Material violation of this condition will be cause for modification or revocation of this conditional use permit.

I. Hours of operation shall be no earlier than 7:00 a.m. and no later than 10:00 p.m.

J. Proper permits shall be obtained from the Building and Safety Section for all interior and exterior work, prior to the commencement of such work, including the unpermitted demising walls at Rooms 1 - 4 and the Reception Office, as shown on Exhibit "B". In addition, Development Review Board approval shall be obtained for all exterior improvements, including exterior signs, prior to obtaining proper permits or commencement of work. The existing unpermitted massage signage on the site, including on the site's free-standing sign, shall be permitted or removed before a business license is renewed/issued.

K. The applicant shall replace the existing door knobs on all massage rooms with knobs that do not have the capability of being locked from the inside.

L. Prior to final inspection and/or renewal of the business license, the trash collection procedures and enclosures shall comply with current City requirements. This includes capacity to accommodate two, three-yard bins (one used for trash and one used to recycling), a rain proof roof, wire mesh between reinforced masonry wall and roof, a minimum head clearance of six-feet eight-inches, painting the enclosure one consistent color to match the adjoining building and lockable entry gates. The property owner may resolve this issue by establishing an agreement with the City to properly construct/retrofit the trash enclosure for this facility within 120 days of this approval.

M. The commercial building and surrounding landscaping shall be properly maintained in an aesthetically pleasing manner. Any cracked, faded, stained or peeling painted surface shall be repainted. All exterior surfaces shall be repainted or replaced to provide a new or near-new appearance. Window signage is limited to no more that 10% of total window area. All graffiti shall

be removed in a timely manner (no more than seven days).

N. Managers of this massage establishment shall communicate to all persons working within the business the importance of professional business practices and the requirements of this Conditional Use Permit as part of the initial orientation of those workers.

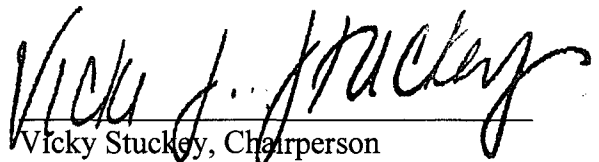
O. Managers of this massage establishment shall maintain an ongoing liaison relationship with the Los Angeles County Sheriff's Department and the Planning Section of the Lakewood Community Development Department to facilitate communication and prevent crime. Managers of this massage establishment shall ensure that their current contact information, including contact name, phone number and mailing address, is on file with both agencies at all times and shall respond in a timely manner to requests for information from the Planning Section or Sheriff's Department.

P. By signing or orally accepting the terms and provisions of this permit, entered into the minutes of these proceedings, the permittee acknowledges all of the conditions imposed and accepts this permit subject to those conditions with a full awareness that the violation of any of said conditions could subject permittee to further hearings before the Planning and Environment Commission on the issue of revocation or modification.

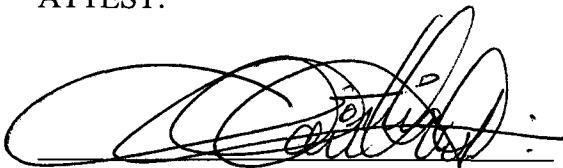
SECTION 5. A certified copy of the excerpts of the minutes applicable to this case and this Resolution shall be delivered to the applicant.

ADOPTED AND APPROVED this 6<sup>th</sup> day of October 2016, by the Planning and Environment Commission of the City of Lakewood voting as follows:

AYES:	COMMISSIONERS: Manis, Quarto, McKinnon, Stuckey
NOES:	COMMISSIONERS: Samaniego
ABSENT:	COMMISSIONERS:
ABSTAIN:	COMMISSIONERS

  
Vicky Stuckey, Chairperson

ATTEST:

  
Sonia Dias Southwell, AICP, Secretary



# OFFICE OF THE SHERIFF

COUNTY OF LOS ANGELES

**HALL OF JUSTICE**

JIM McDONNELL, SHERIFF



March 19, 2018

Mr. Thaddeus McCormack  
City of Lakewood  
8050 Clark Avenue  
Lakewood, California 90712

Dear Mr. McCormack:

The purpose of this letter is to provide you with our concerns regarding the proposed Conditional Use Permit 939, for an "AA Massage."

**REVIEW OF CONDITIONAL USE PERMIT (CUP) 939-** Review of the application for Conditional Use Permit at 4125 South Street, "AA Massage:"

We have conducted a review of calls for service for a two year time period at the current location of 4125 South Street. We found one incident at this location regarding massage services, which is significantly related to your request. On February 8, 2018, at approximately 7:06 PM, a business dispute took place where a customer of the establishment complained the workers were holding onto his vehicle's door until they received additional tip money. The incident was documented under Los Angeles County Sheriff's Tag number 609. It should also be noted on March 12, 2018, Los Angeles County Sheriff's Department, Major Crimes Bureau/License Detail, audited "AA Massage" and discovered numerous violations. See attached document for further.

Based on past histories with these types of businesses, we have concerns regarding these types of establishments.

**Potential Problems:**

- Prostitution Services- unethical business practice
- Sexual Exploitation, Pimping, Sex-Trafficking, Slavery
- Narcotics Activity
- Organized Crime

Mr. Thaddeus McCormack  
City of Lakewood  
March 19, 2018  
Page 2

It is the opinion of the Los Angeles County Sheriff's Department to oppose the request for a conditional use permit. Should the city of Lakewood approve the conditional use permit, we would like to make the following recommendations:

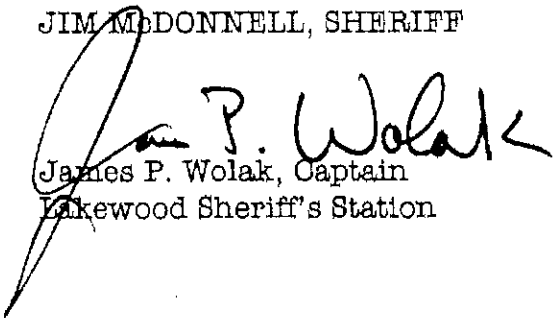
- Ensure the massage establishment owner (certified or not) is fingerprinted for a background check.
- Ensure there is a certified massage technician present during business hours. The CUP shall become null and void if the applicant does not pass the background check within 90 days.
- Emphasize the importance of effective communication between the managers of the establishment regarding professional business practices.
- No alcohol allowed in the establishment.
- Restriction of business operating hours, suggested 0700-2200.
- Persons who appear to be intoxicated or under the influence of a controlled substance, unless prescribed by a licensed physician, shall be denied service.
- Persons under the age of 18 shall be denied service.
- Persons under the age of 18 shall not be employed at the establishment.
- Photographs / artwork of a sexual nature shall not be used as a means of advertisement for the business.
- Photographs / literature / artwork of a sexual nature shall not be available for any patron to view inside the establishment.
- This CUP shall be subject to review allowing input from the Sheriff's Department for any concerns that may arise.

If this request is approved, we recommend "AA Massage" management should have an ongoing liaison relationship with the Sheriff's Department and the city of Lakewood, to ensure a strong level of communication for crime prevention and problem solving efforts.

If any arrests or criminal activity are documented regarding the above concerns, it is recommended to immediately terminate the conditional use permit.

Sincerely,

JIM McDONNELL, SHERIFF



James P. Wolak, Captain  
Lakewood Sheriff's Station



# OFFICE OF THE SHERIFF

COUNTY OF LOS ANGELES

## HALL OF JUSTICE

JIM McDONNELL, SHERIFF



Date of Violation: 3/12/18

File No.: \_\_\_\_\_

Time of Violation: 2:02 PM

### WARNING NOTICE

Business Name: AA + MASSAGE

Address: 4125 SOUTH STREET, LAKEWOOD, CA 90714

The Los Angeles County Sheriff's Department, Major Crimes Bureau, License Detail, has determined that the following City of Lakewood Municipal Code violation(s) exists at the above location. Please take corrective action to avoid assessment of a criminal citation/complaint. Violation(s) is/are as follows:

- ☐ 6402.I.1 (a) LMC - Massage establishment permit required.
- ☐ 6402.I.1 (b) LMC - Masseur permit required.
- ☐ 6402.I.1 (d) LMC - No CAMTC certificate holder at location during hours of operation.
- ☒ 6402.I.8 (f) LMC - Employing unlicensed massage technician(s) at location.
- ☒ 6402.I.9 LMC - No manager at location during hours of operation.
- ☐ Other: 4603 B&P - FAILURE TO DISPLAY CAMTC CERTIFICATE.

Continued violations may result in suspension or revocation of your business license/permit, or denial of your business license/permit application. Please direct any inquiries regarding this matter to Investigator A. Pedroza at (562) 946-7056. Thank you.

Mui Chi Wuy

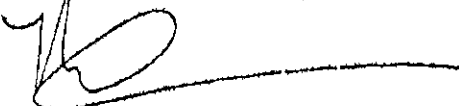
Name of Person Served

owner

Title of Person Served

Sincerely,

JIM McDONNELL, SHERIFF

  
Myron Johnson, Captain  
Major Crimes Bureau

211 WEST TEMPLE STREET, LOS ANGELES, CALIFORNIA 90012

*A Tradition of Service*  
— Since 1850 —



# OFFICE OF THE SHERIFF

COUNTY OF LOS ANGELES

## HALL OF JUSTICE

JIM McDONNELL, SHERIFF



Date of Violation: 3/12/18  
Time of Violation: 2:01 PM

File No.: \_\_\_\_\_

### WARNING NOTICE

Business Name: AA+ MASSAGE  
Address: 4125 SOUTH ST., LAKEWOOD, CA 90712

The Los Angeles County Sheriff's Department, Major Crimes Bureau, License Detail, has determined that the following City of Lakewood Municipal Code violation(s) exists at the above location. Please take corrective action to avoid assessment of a criminal citation/complaint. Violation(s) is/are as follows:

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- ☐ 6402.I.1 (d) LMC - No CAMTC certificate holder at location during hours of operation.
- ☐ 6402.I.8 (f) LMC - Employing unlicensed massage technician(s) at location.
- ☐ 6402.I.9 LMC - No manager at location during hours of operation.
- ☐ Other: \_\_\_\_\_

Continued violations may result in suspension or revocation of your business license/permit, or denial of your business license/permit application. Please direct any inquiries regarding this matter to Investigator A. Pedroza at (562) 946-7056. Thank you.

Feng Guan  
Name of Person Served

Massage  
Title of Person Served

Sincerely,

JIM McDONNELL, SHERIFF

Myron Johnson, Captain  
Major Crimes Bureau

211 WEST TEMPLE STREET, LOS ANGELES, CALIFORNIA 90012

*A Tradition of Service*  
— Since 1850 —



# OFFICE OF THE SHERIFF

COUNTY OF LOS ANGELES

## HALL OF JUSTICE

JIM McDONNELL, SHERIFF



Date of Violation: 3/2/18

File No.: \_\_\_\_\_

Time of Violation: 2:00 PM

### WARNING NOTICE

Business Name: AA + MASSAGE

Address: 4125 SOUTH ST, LAKEWOOD, CA 90712

The Los Angeles County Sheriff's Department, Major Crimes Bureau, License Detail, has determined that the following City of Lakewood Municipal Code violation(s) exists at the above location. Please take corrective action to avoid assessment of a criminal citation/complaint. Violation(s) is/are as follows:

- ☐ 6402.I.1 (a) LMC - Massage establishment permit required.
- ☒ 6402.I.1 (b) LMC - Masseur permit required.
- ☐ 6402.I.1 (d) LMC - No CAMTC certificate holder at location during hours of operation.
- ☐ 6402.I.8 (f) LMC - Employing unlicensed massage technician(s) at location.
- ☐ 6402.I.9 LMC - No manager at location during hours of operation.
- ☒ Other: 6402.I.4(c) - INDEPENDENT CONTRACTOR REQUIRES A MASSEUR'S PERMIT.

Continued violations may result in suspension or revocation of your business license/permit, or denial of your business license/permit application. Please direct any inquiries regarding this matter to Investigator A. Pedroza at (562) 946-7066. Thank you.

Liz Enlin

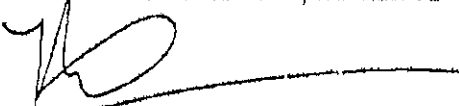
Name of Person Served

MASSAGE

Title of Person Served

Sincerely,

JIM McDONNELL, SHERIFF

  
Myron Johnson, Captain  
Major Crimes Bureau

211 WEST TEMPLE STREET, LOS ANGELES, CALIFORNIA 90012

*A Tradition of Service*  
— Since 1850 —



# VICINITY MAP

**LOT NUMBERS:**

- Top Left:** 5902, 5907, 5858, 5903, 5852, 5853, 5848, 5849, 5842, 5843, 5838, 5839, 5832, 5833, 5826, 5827, 5822, 5823, 5816, 5817, 5812, 5813, 5806, 5807, 5802, 5803
- Top Center:** 4103, 4109, 4113, 4119, 4129, 4133, 4139, 4143
- Top Right:** 5913, 5909, 5903, 4321-23, 4325-27, 4333-35, 4337-39
- Left Side:** 5848, 5842, 5838, 5832, 5828, 5822, 5818, 5812, 5808, 5802
- Center:** 4114-16, 4120, 4126, 4130-32, 4136-38, 4142, 4105-29 1/2, 5835, 5831, 5829, 4131, 5809
- Right Side:** 4300-02, 4306-08, 4312-14, 4320-22, 5839-41, 5831-35, 5825-27, 5821-23, 5813-15, 4333, 4311, 5830-32
- Bottom Left:** 5744, 5745, 5738, 5739, 5732, 5733, 5744, 5738, 5732
- Bottom Center:** 4100-26, 4128-40, 5747
- Bottom Right:** 5748, 4314, 4316-46

**STREETS:** ANDY STREET, SOUTH STREET, LAKEWOOD BOULEVARD, BONFAIR AVENUE, OLIVA AVENUE, CASTANA AVENUE

**ALLEYS:** ALLEY, ALLEY, ALLEY

**SUBJECT TENANT SPACE:** 4105-29 1/2

**SUBJECT SITE:** 4125 SOUTH STREET

**LEGEND:**

- R-1 (SINGLE-FAMILY RESIDENTIAL)
- M-F-R (MULTIPLE-FAMILY RESIDENTIAL)
- C-1 (NEIGHBORHOOD COMMERCIAL)
- C-3 (INTERMEDIATE COMMERCIAL)

**CONDITIONAL USE PERMIT NO. 939 MODIFICATION / REVOCATION**  
**4125 SOUTH STREET**  
**MASSAGE ESTABLISHMENT**



# AERIAL VIEW

ALLEY

5832

5828

5822

5818

5812

5808

5802

4129

4129

4125

4123

4117

4115

4113

4111

4111

4111

4111

4111

4111

4111

4105

SOUTH STREET

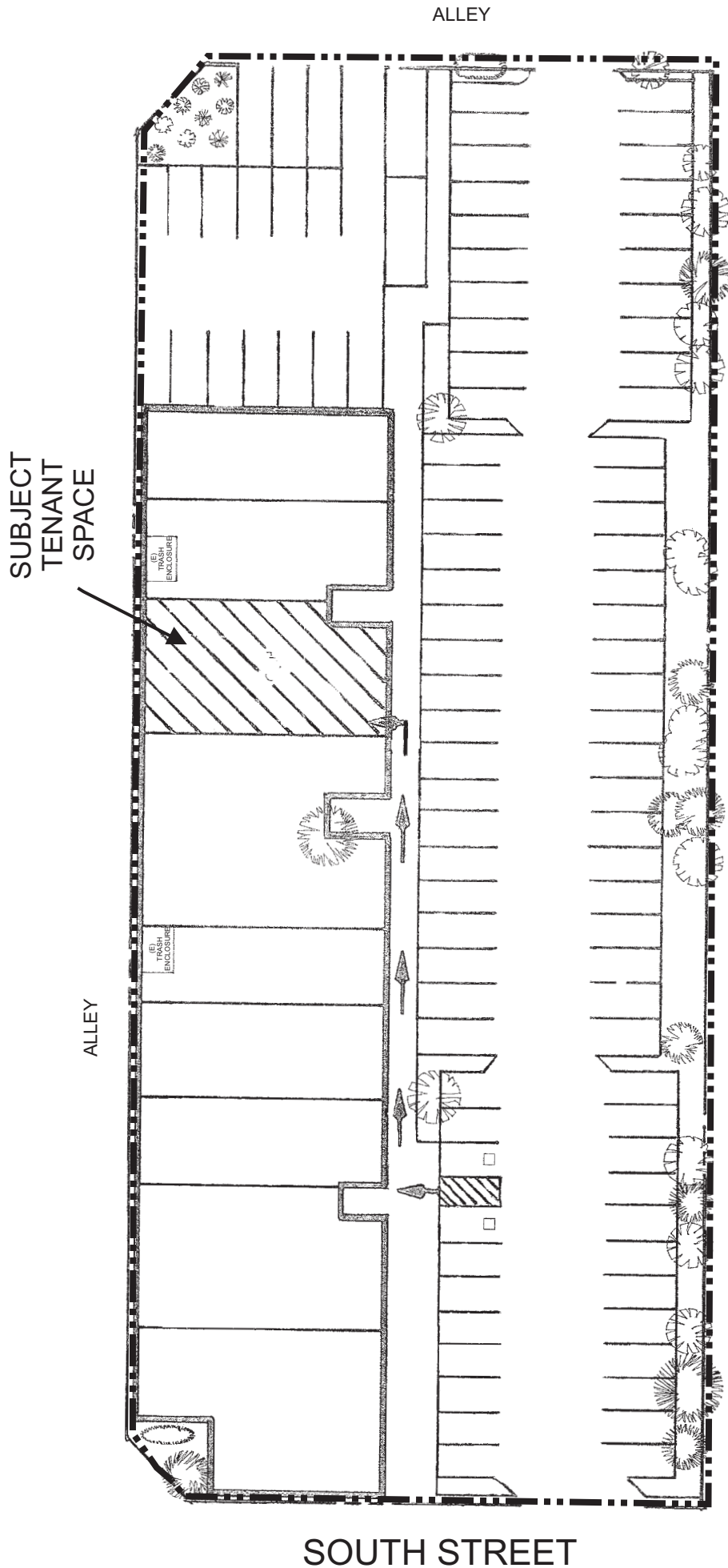
0 25 50 100 Feet



CONDITIONAL USE PERMIT NO. 939 MODIFICATION / REVOCATION  
4125 SOUTH STREET  
MASSAGE ESTABLISHMENT



# EXHIBIT "A"



100 FEET

50

0

Site Plan



# UNPERMITTED WALLS

## **RESOLUTION NO. 8-2018**

A RESOLUTION OF THE PLANNING AND ENVIRONMENT COMMISSION OF THE CITY OF LAKEWOOD REVOKING CONDITIONAL USE PERMIT NO. 939 FOR CONTINUED OPERATION OF A MASSAGE ESTABLISHMENT, 4125 SOUTH STREET, LAKEWOOD, CALIFORNIA.

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

SECTION 1. The Planning and Environment Commission of the City of Lakewood, having considered revocation or modification of Conditional Use Permit No. 939 for a massage establishment at the following described real property, 4125 South Street, Lakewood, California, pursuant to the provisions under Sections 9405.B and 9405.C of the Lakewood Municipal Code for modifying or revoking a Conditional Use Permit (CUP) on that certain real property, described as a portion of Lot 1 of Tract No. 11600, Map Book 274, Pages 17-18, as recorded in the Office of the County Recorder of Los Angeles County and more particularly described as 4125 South Street, Lakewood, California; all as shown in the attached minutes and report of the Planning and Environment Commission, attached hereto and made a part hereof as though set forth in full, the Planning and Environment Commission does hereby find and determine as provided in this Resolution.

SECTION 2. The Planning and Environment Commission of the City of Lakewood does hereby find that the action is Categorically Exempt from CEQA requirements, pursuant to Section 15321.(a) of the California Environmental Quality Act Guidelines. This section establishes that the following is exempt from the CEQA process: "Actions by regulatory agencies to enforce or revoke a lease permit, license, certificate, or other entitlement for use issued, adopted, or prescribed by the regulatory agency or enforcement of a law, general rule, standard or objective, administered or adopted by the regulatory agency."

SECTION 3. The Planning and Environment Commission (PEC) of the City of Lakewood does hereby report that a public hearing was held on the 3<sup>rd</sup> day of May, 2018, and does hereby find and determine that CUP No. 939 authorizing the continued operation of a massage establishment is immediately revoked. Furthermore, the Planning and Environment Commission determines that the continued operation of the massage establishment at 4125 South Street by the current business owner or anyone associated with the business as an employee, partner or family member is a public nuisance and hereby instructs the business owner to immediately cease operation of the massage establishment. The Planning and Environment Commission determines that the following facts and findings are true and serve as an appropriate justification for the revocation of CUP No. 939 and the determination that the continued operation of AA Massage located at 4125 South Street, Lakewood California is a public nuisance:

A. AA Massage, a massage establishment, located at 4125 South Street in Lakewood California, has and continues to operate in a manner that is contrary to the terms and conditions of approval of CUP No. 939, as established in Resolution No. 13-2016 and in violation of the Lakewood Municipal Code, specifically Sections 6402 and 4608, as well as the State of California Business and Professions Code.

B. The AA Massage owner and/or manager continues to hire masseuses without immediately reporting to the Los Angeles County Sheriff's Department all changes or transfers of masseurs employed in the business whether by new or renewed employment, discharge or termination, or otherwise, as required by LMC Section 6402.I.8.(b).

C. The AA Massage owner and/or manager inappropriately allowed expired CAMTC certificates and photocopies of California Massage Therapy Council (CAMTC) certificates to be displayed, as observed by Lakewood City staff on April 24, 2018.

D. On February 8, 2018, the Los Angeles County Sheriff's Department documented a business dispute a business dispute took place where a customer of the establishment called for law enforcement assistance when workers held onto his vehicle's door until they received additional tip money.

E. On March 12, 2018 the Los Angeles County Sheriff's Department visited the site where they: 1) issued a warning to the business owner for hiring a unlicensed massage technicians; 2) observed that neither the business owner or manager were present on site, which is a violation of both local ordinance and State Law, which mandates this supervision; 3) issued warning notices to two unlicensed massage technicians; and 4) issued a warning to one employee for not having the required independent contractors masseur's permit.

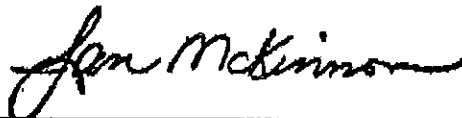
F. On April 24, 2018 an inspection by City of Lakewood staff of the AA Massage facility found that this massage establishment continues to be operated in a manner inconsistent with of the conditions of approval for CUP No. 939, as contained in Resolution No. 13-2016. Staff observed that one massage technician had displayed an expired CAMTC certificate and that two other massage technicians had displayed photocopies of their CAMTC certificates, which is contrary to Business and Professions Code Section 4608.(a) which requires a CAMTC certificate holder to display his or her original certificate (not a photocopy), wherever he or she provides massage for compensation.

G. On both March 20, 2018 and April 25, 2018 Lakewood staff conducted internet searches for the AA Massage phone number. These searches yielded multiple links to websites with escort services and other websites containing material suggestive of prostitution services. The AA Massage phone number was listed on these websites.

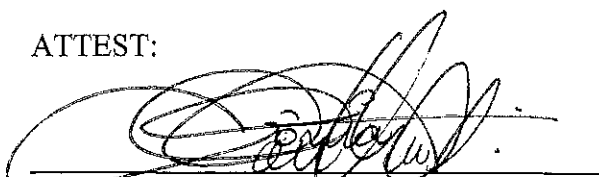
SECTION 4. A certified copy of the excerpts of the minutes applicable to this case and this Resolution shall be delivered to the applicant.

ADOPTED AND APPROVED this 3<sup>rd</sup> day of May, 2018, by the Planning and Environment Commission of the City of Lakewood voting as follows:

AYES:	COMMISSIONERS: Stuckey, Samaniego, Manis, Quarto, McKinnon
NOES:	COMMISSIONERS:
ABSENT:	COMMISSIONERS:
ABSTAIN:	COMMISSIONERS:

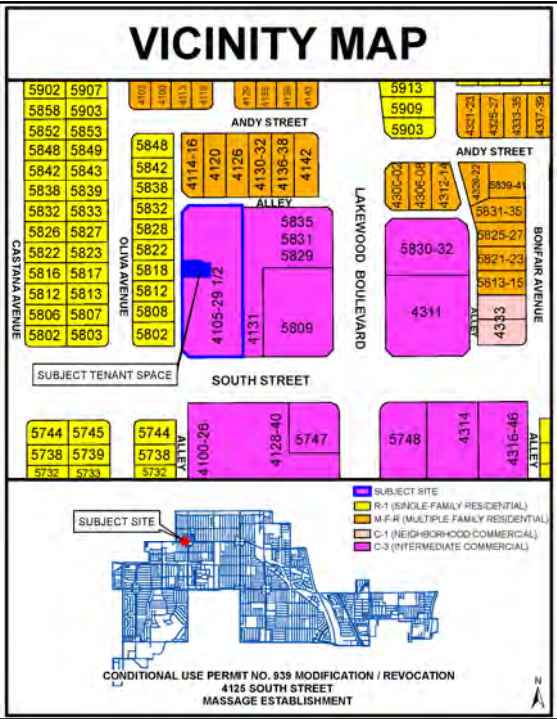
  
Jan McKinnon, Chairperson

ATTEST:

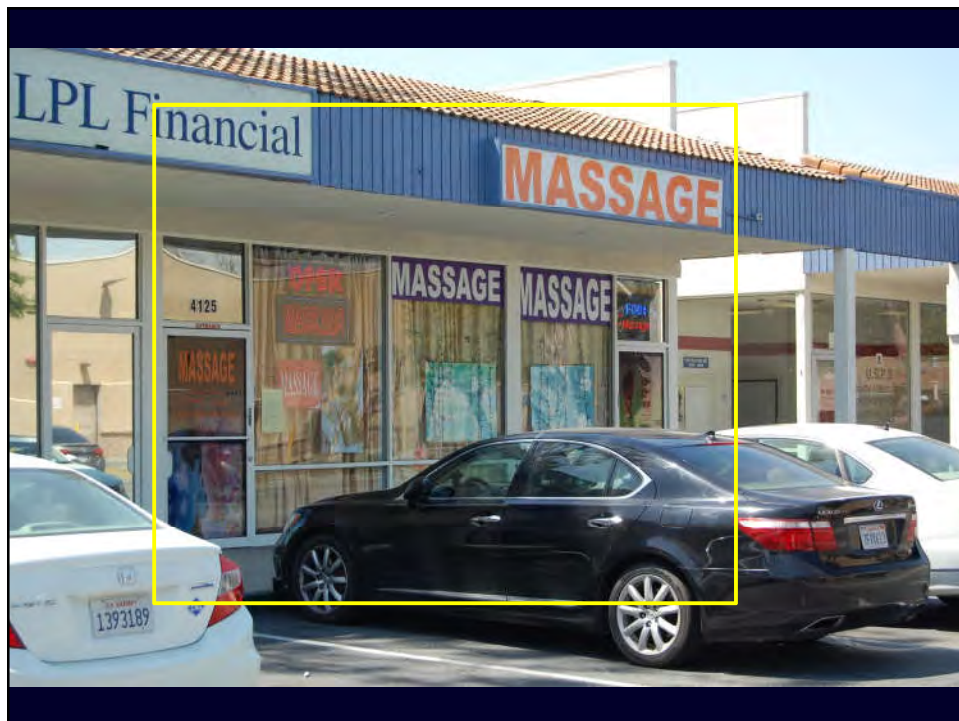
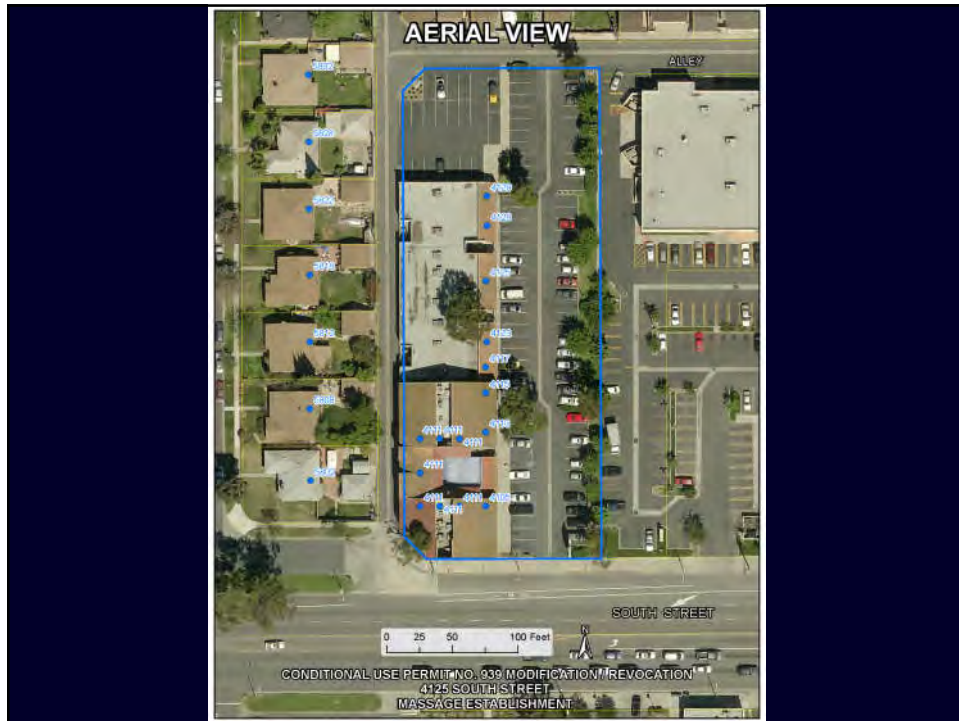
  
Sonia Dias Southwell, AICP, Secretary

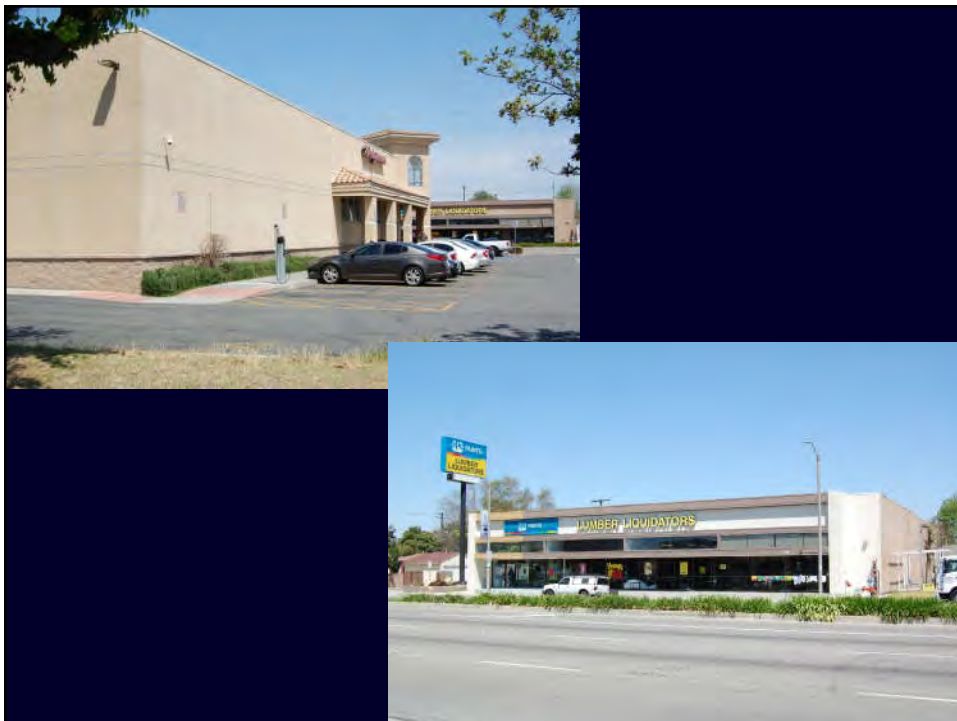
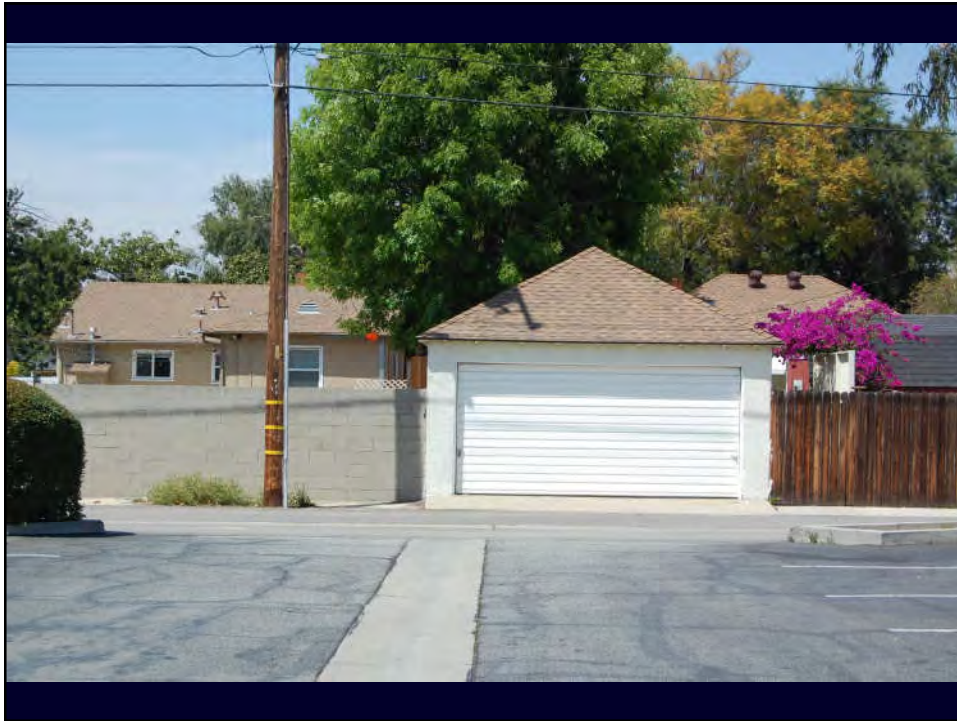
## 2. Copy of Slideshow

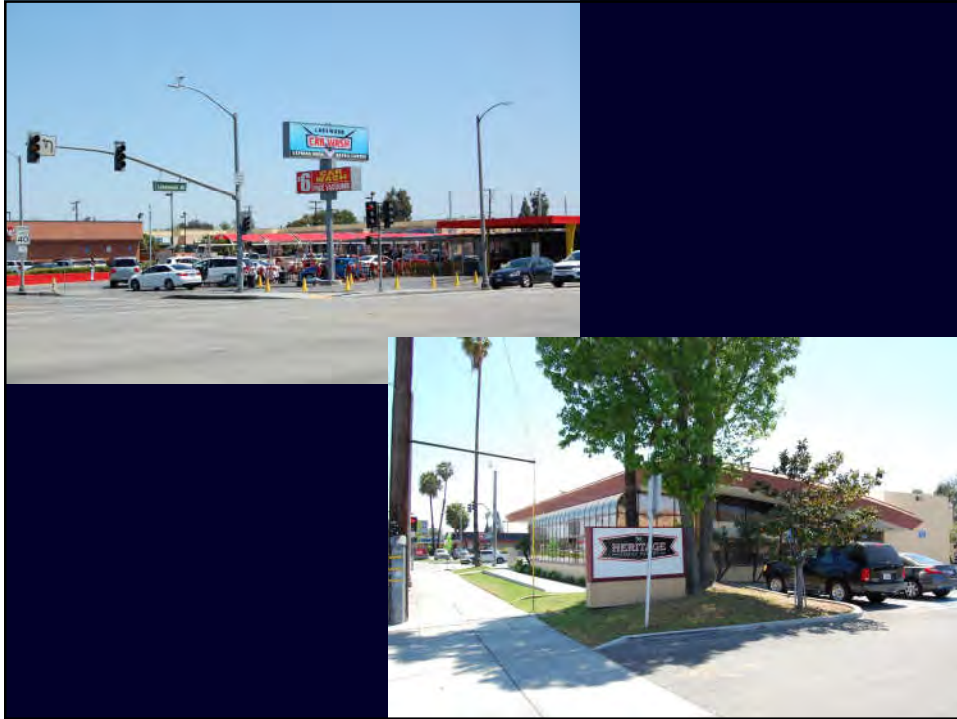
CONDITIONAL USE PERMIT NO. 939





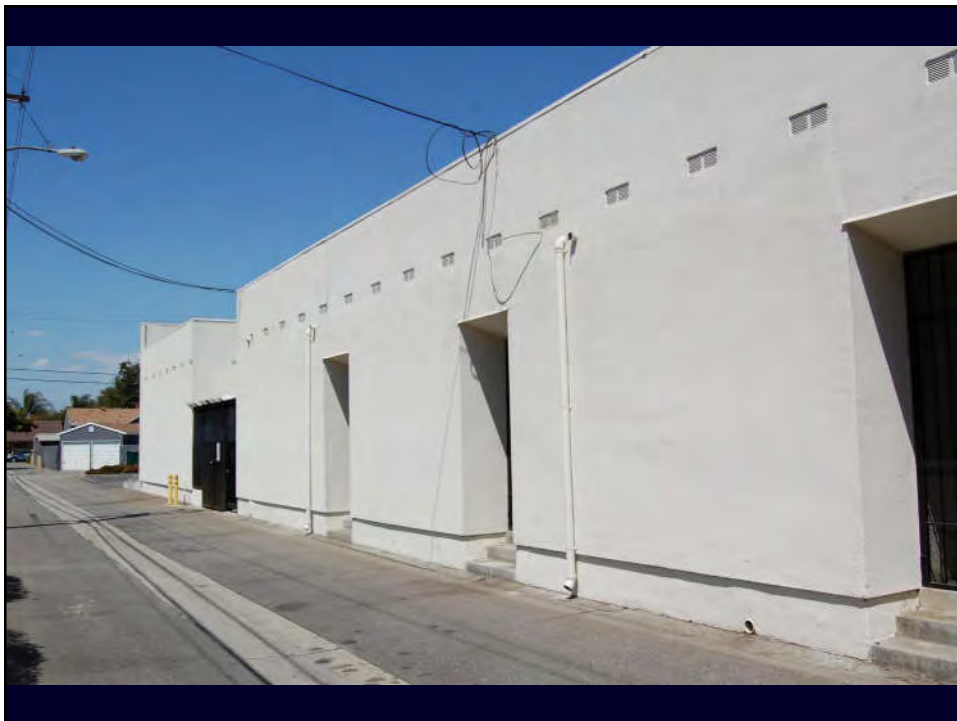


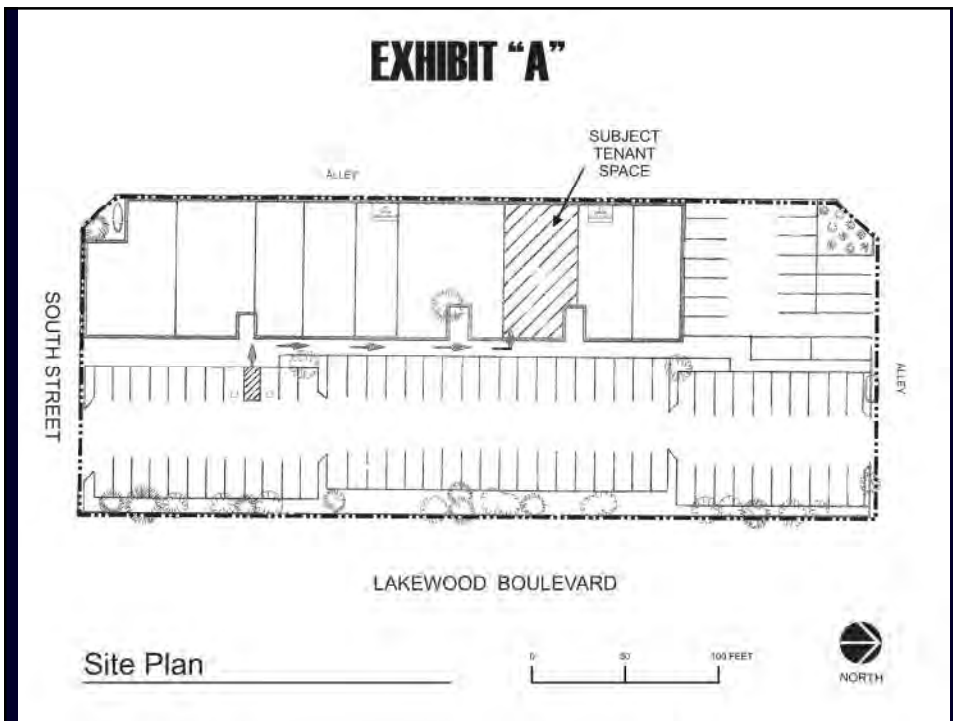
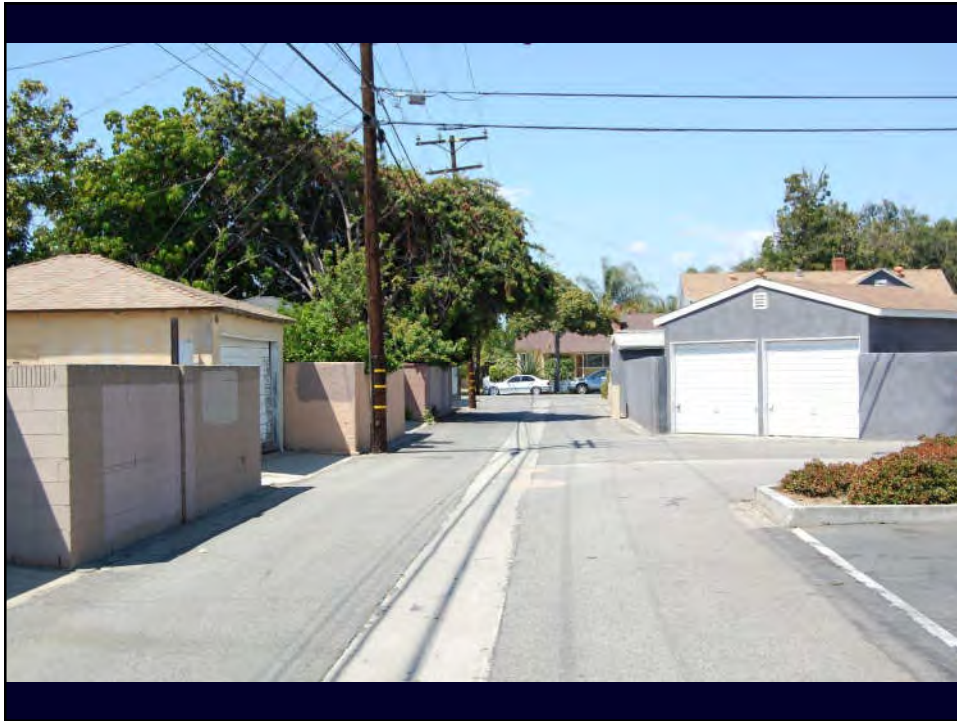






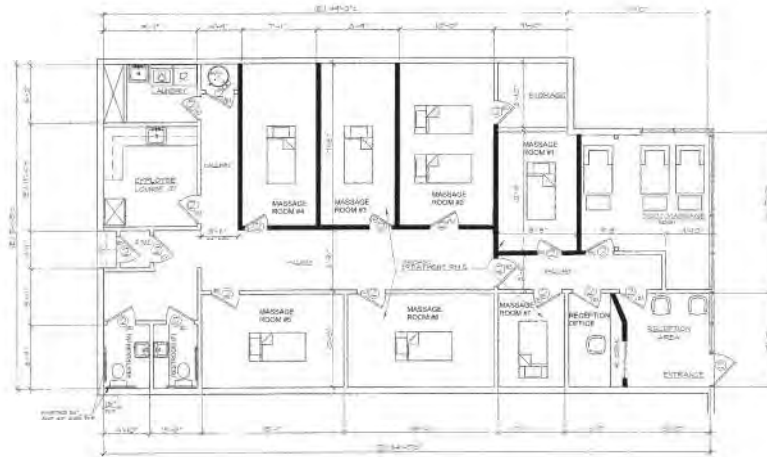








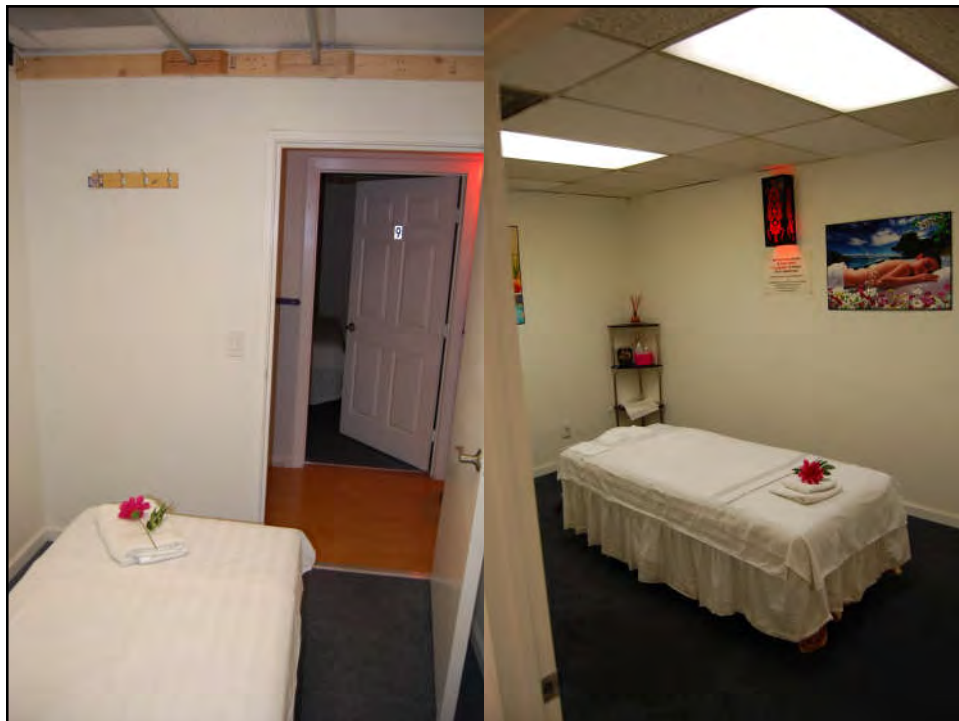
## EXHIBIT "B"



Floor Plan

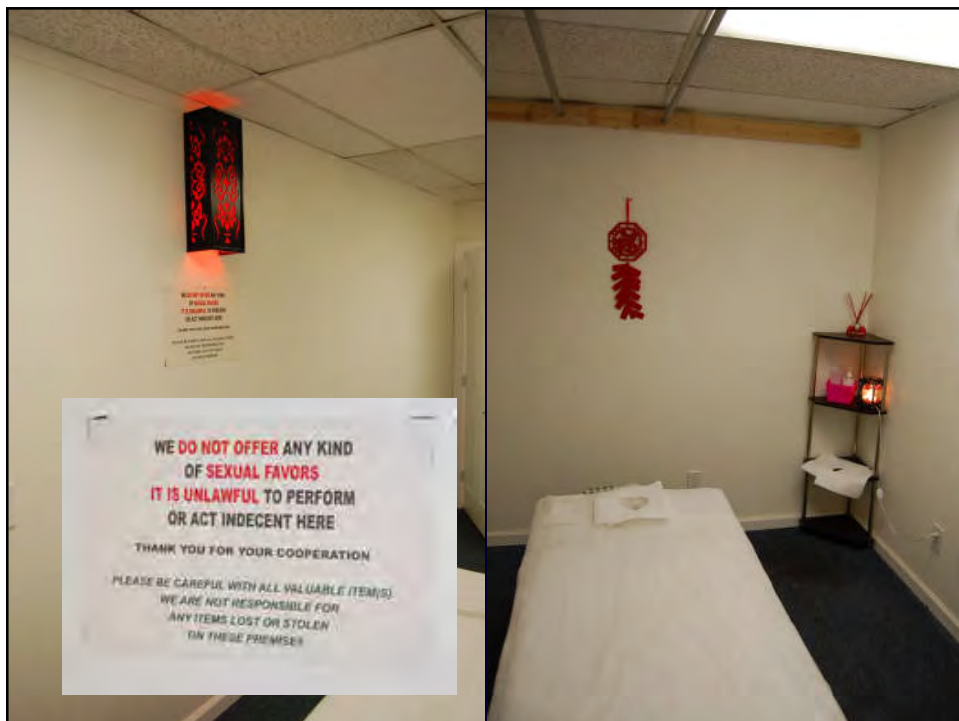
UNPERMITTED  
WALLS











WE DO NOT OFFER ANY KIND  
OF SEXUAL FAVORS  
IT IS UNLAWFUL TO PERFORM  
OR ACT INDECENT HERE  
THANK YOU FOR YOUR COOPERATION  
PLEASE BE CAREFUL WITH ALL VALUABLE ITEM(S)  
WE ARE NOT RESPONSIBLE FOR  
ANY ITEMS LOST OR STOLEN  
IN THESE PREMISES







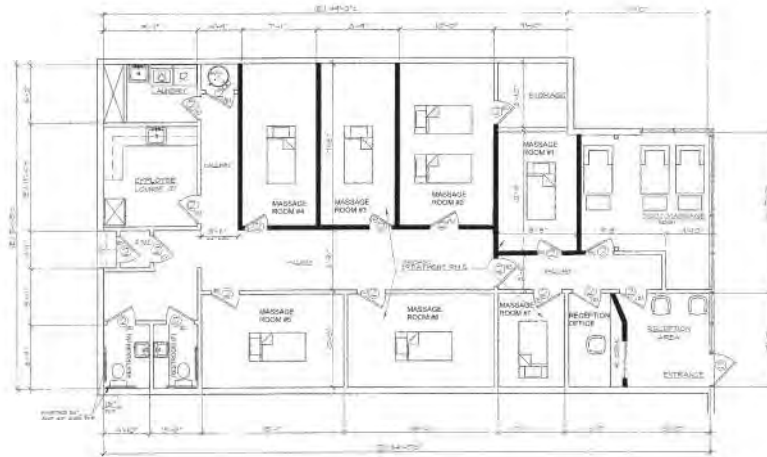


#### AA Massage Employee List

Name	Date Added to Permit	Still at Location?	CAMTC Certificate #
Mui Chi Wong (owner)	August 14, 2017	Yes	59194 (Active)
Li Li	June 8, 2016	No	70786 (Active)
Li Juan Lu	January 6, 2015	Unknown	54665 (Active)
Li Qing Fan	January 6, 2015	Unknown	58786 (Active)
Lihua Jiao	May 26, 2015	No	44299 (Active)
Lizhen Liu	July 17, 2017	Unknown	54281 (Active)
Yue Hu	August 14, 2017	No	46805 (Active)
Shaomin Xu (receptionist)	Not added	Unknown	n/a
Feng Guan	Not added	Unknown	unlicensed
Shuang Ling Han	March 28, 2018	Unknown	71274 (Active)
Bao Jun Jiang (manager)	March 28, 2018	Yes	60882 (Active)
Rebecca Lu	March 28, 2018	Unknown	32147 (Active)
Xiu Fang Chen	March 29, 2018	Unknown	63395 (Active)
Yuan Zhang	March 29, 2018	Unknown	55730 (Active)
Xiao Jing Zhao	Not added	Yes	57585 (Active)
Shuya Lyu	April 25, 2018	Yes	69470 (Active)
Yuxin Zheng	April 25, 2018	Yes	69297 (Active)

Based on CAMTC and City records as of April 25, 2018

## EXHIBIT "B"

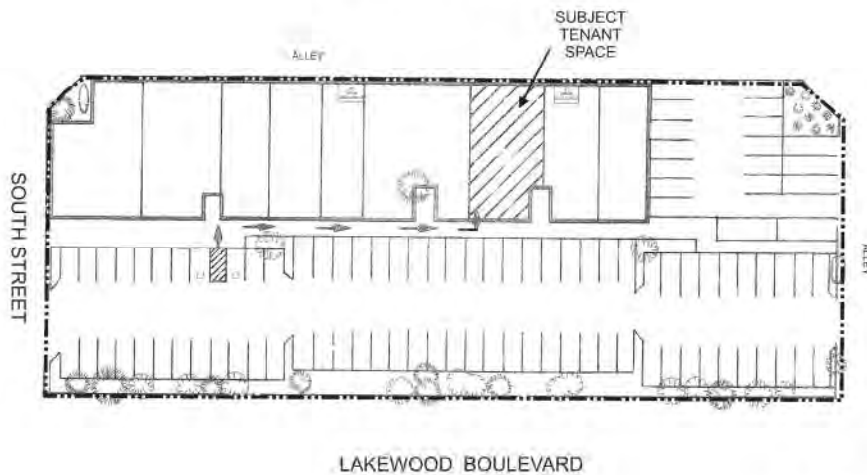


Floor Plan

UNPERMITTED  
WALLS



## EXHIBIT "A"



Site Plan

0 50 100 FEET



## Staff Recommendation

- Hold a Public Hearing
- Adopt the proposed resolution revoking Conditional Use Permit No. 939 and approved the associated categorical exemption for the action of revocation

### 3. Excerpt of PEC Minutes



## **PUBLIC HEARINGS**

### **REQUEST FOR MODIFICATION OR REVOCATION OF CONDITIONAL USE PERMIT NO. 939 FOR A MASSAGE ESTABLISHMENT ON PROPERTY LOCATED AT 4125 SOUTH STREET (AA Massage)**

Senior Planner Paul Kuykendall delivered the oral report summarizing the written staff report and slide presentation, as contained in the file for Conditional Use Permit No. 939.

Commissioner Stuckey referenced the chart on page five of the staff report and asked if all of these people still work at the business.

Senior Planner Kuykendall responded that the information regarding employees is based on the records provided by Administrative Services.

There being no further questions of staff, Chairperson McKinnon opened the public hearing, asking anyone wishing to be heard on the matter to come forward.

Muichi Wong addressed the Commission accompanied by a translator.

Attorney Tsai asked Ms. Wong if she had anything to state on the record for this hearing item.

Ms. Wong's response was in a foreign language and Attorney Tsai requested assistance from the translator.

The translator stated that the owner's license is just pending and that there is a problem with her school.

Attorney Tsai asked Ms. Wong if her masseuse license with the massage council is pending.

Ms. Wong responded affirmatively, stating that it is pending and has a number.

Attorney Tsai asked Ms. Wong if she could speak English, if possible, and speak into the microphone.

Ms. Wong stated that she had called California Massage (CAMTC) to confirm Fung Gwon's license and was told that it is still pending.

Attorney Tsai asked the owner to state her name.

Ms. Wong responded, "Muichi Wong."

Attorney Tsai asked Ms. Wong if she is the business owner.

Ms. Wong responded affirmatively.

Attorney Tsai asked Ms. Wong if she has been talking about her employee.

Ms. Wong replied affirmatively, adding that her employee, Fung Gwon has a license in a pending status, while CAMTC said that her school is checking her background. Ms. Wong added that there is a problem with Fung Gwon's school that is contributing to the delay and stated that she is still waiting for Fung Gwon to prove her license.

Attorney Tsai asked Ms. Wong if there were any other statements she would like to make.

Ms. Wong replied that she never does organized crime. Referring to page six, number four, Ms. Wong stated that she has never done organized crime, because she is a single mother with three young children and she only does business.

Chairperson McKinnon replied that that was just one of the concerns in the Sheriff's report, and that she did not believe they intended to indicate that Ms. Wong is specifically involved in organized crime.

Ms. Wong responded by asking Chairperson McKinnon to show her the evidence of her organized crime.

Chairperson McKinnon replied that she understood that Ms. Wong was disputing any charge of organized crime, adding that the Sheriff's report indicates concerns and potential problems and does not indicate Ms. Wong specifically.

Chairperson McKinnon asked Ms. Wong if there was anything else she wanted to add.

Ms. Wong responded that she wished to speak about her advertising, explaining that she pays a person to do the advertising for her. The girl who handles the advertising does many massage advertisements. Ms. Wong stated that she pays the person who creates the page and picture, but that she personally does not ever show a naked girl. She may show a new face pretty girl, but not a naked girl. The new girl is the advertising.

Chairperson McKinnon stated that a commissioner had a question.

Commissioner Quarto asked Ms. Wong why her phone number was associated with escort services. That is the violation that is being referenced. It is in the wrong place. The location of the business number shows the potential for prostitution which violates the LMC for someone having a massage establishment.

Ms. Wong replied that she includes the number in the advertisement to get more clients.

Commissioner Quarto responded that the owner needs to monitor her advertising by having the person who works for her show her where her number is listed.

Attorney Tsai explained that Commissioner Quarto is asking Ms. Wong if she were aware of the sites where her business number was being listed and how it was advertised.

Ms. Wong responded that her business is advertised on Back Page, Craigslist and Google. The correct number is her shop number. She just wants more clients, the same way as a restaurant that puts a picture and a number where you can pick up or order food.

Commissioner Manis asked if all masseuses currently working in this business are licensed.

Ms. Wong responded that one masseuse has an expired license, because every two years she renews the license, but it is very confusing. Sometimes she submits the wrong page. She has the small license and a large one. The small one has the record.

Attorney Tsai asked how many employees the business currently has.

Attorney Tsai interpreted Ms. Wong's response as being that their employees come and go, because that is the nature of the business.

Attorney Tsai asked Ms. Wong if she registers with the City every time she has a change in employees.

Ms. Wong replied affirmatively, explaining that she pays a lot of money for the permit fee to register with the City each time she gains a new employee.

Chairperson McKinnon asked if there were anyone else wishing to be heard on the matter.

Kenneth Gaugh, 1963 Carson Street, Torrance, California, identified himself as a real estate attorney retained by Mulchi Wong. Mr. Gaugh stated that the City staff's recommendation is contrary to what was published. Staff recommended on page seven of their report in the final paragraph that the Conditional Use Permit be approved, not revoked or modified. Public materials should match the public notice.

Attorney Tsai responded that staff realized after publication that there was an error in the last part of the staff report. However, the agenda was noticed properly and the public notices were correct.

Mr. Gaugh stated that, beyond the contradiction, Ms. Wong is a very honest, sincere person who is trying to do the right thing. The City's report consists of generalities and inappropriate conclusions and there is not a single criminal citation charge listed. This business is not a public nuisance as stated, and there is no prostitution, drug use, or public violation. Mr. Gaugh asserted that the City is standing on administrative violations regarding certificates that are expired or are not of original status. The City has been trying to work with Ms. Wong up to this point and should continue to do so. Her employees are licensed and there is no illegal activity at this property. The Sheriffs have been out a few times and given warnings, but no material violations were issued. Ms. Wong now has a new general manager who has brought in new consistent employees. The massage industry does have negative connotations, and, unfortunately, the Internet can automatically link sites, resulting in a business being listed without the owner's permission. While there are methods for Internet protection, that is not Ms. Wong's field. The Health Department and neighbors have had no issues with this business. Mr. Gaugh concluded his comments by asking the Commission to work with the owner to enable her to continue her viable business.

John Milbes, no address provided, addressed the Commission, identifying himself as a licensed private investigator and advocate for anti-human trafficking who works closely with the

Sheriff's Department. Mr. Milbes explained that he has no interest in this particular case, but that he has been to this location twice and was offered sexual services on both occasions. Mr. Milbes stated that he is not sure if the owner was aware of this, but he highly recommended that this license be revoked. He also provided a "recommended ordinances" document from the California Massage Therapy Council.

Chairperson McKinnon stated that Mr. Milbes mentioned the offer of sexual activities as well as human trafficking, which are two very different issues. Chairperson McKinnon requested clarification.

Mr. Milbes responded that massage establishments may bring people from China or southeast Asia, and then hold their visas, which is where the human trafficking comes in. It is also detrimental to the community which is why he recommended revoking the conditional use permit and preventing these businesses from opening in the City.

Chairperson McKinnon asked Mr. Milbes if he had witnessed or experienced sexual engagement or encounters at this location.

Mr. Milbes responded affirmatively, explaining that he can tell when he walks in and they do not accept credit cards and have masseuses who barely speak English, that a business may be offering sexual services. He will then go to a location and see if they offer it. At this particular location, they did. When he refused, they demanded a tip and he had to literally push someone out of the way in order to exit.

Mike Schochet, 5611 Marilyn Circle, Westminster, California, addressed the Commission identifying himself as the property manager for the shopping center, representing the landlord. Mr. Schochet stated that he cannot address any of the issues that were raised at this meeting concerning what occurs inside of the tenant space. However, he has never received any complaints from neighboring tenants or from anyone else. The first he heard there was any issue with this tenant was when he received the notice of this hearing. From his perspective, the owner has been a good tenant, quiet, does not cause problems with the other tenants and pays her rent on time. Mr. Schochet stated that Muichi Wong has sold the business, and he just did re-assignment of the lease. Mr. Schochet stated that this is normally done when requested by the tenant as long as the new person has decent credit. Mr. Schochet stated that Muichi Wong has stayed on as a guarantor of the lease which expires in a couple of years.

Adia, no last name or address provided, addressed the Commission, stating that he has been going to this business for 15 or 16 months with no problems and the comments made about the business are not true. He added that Muichi Wong is a school teacher who is going to sell the business and go to Monrovia where she has a tutoring place.

Chairperson McKinnon asked Ms. Wong if she wanted to reply to any concerns that were mentioned.

Ms. Wong returned to the podium, telling the Commission about an incident that occurred on February 9, at 8:00 p.m. Ms. Wong stated that a client who was almost finished with a massage requested illegal services. When Ms. Wong denied the request, the client requested a refund of the \$45 massage fee. Ms. Wong responded that a nearly one-hour massage had already

been provided and that Ms. Wong would not return the massage fee. An argument ensued and Ms. Wong called 911. Ms. Wong stated that that she would not have called 911 if she had been willing to make money from illegal activities.

Chairperson McKinnon asked Mr. Gaugh if he had any comments for rebuttal.

Mr. Gaugh returned to the podium, stating that he had just one observation. The gentleman who said he is a private investigator, made no report of his allegations to law enforcement or to the City. If a vigilante is going around trying to do well, then he should report the violation instead of keeping it to himself and then coming here to rain on the owner's parade. If he did have that experience, was it approved by the owner? No, and since it was not even reported, the owner had no opportunity to refute it.

There being no one else wishing to be heard on this matter, Chairperson McKinnon closed the public hearing.

Commissioner Quarto asked Director Southwell if the new owner can reapply for a Conditional Use Permit if it is revoked.

Director Southwell responded that there is always time to apply for a new Conditional use permit. Typically it goes with the land. Having heard that it is being sold, the new owner would inherit the conditional use permit. If this is revoked, that does not prevent another person from coming in and applying for the same business. It is not to say that if we deny a conditional use permit for this address that another business cannot open. Each business is evaluated individually. It took several reviews to get this particular business into compliance, with more time for certificates, displays, managers, etc. It is pretty procedural, but things were not coming into compliance until we got to this point. This is not an issue we have had with similar types of businesses. While the City wants things to continue to be in compliance with the law, that does not prohibit another person from applying.

Vice Chairperson Samaniego asked if procedurally the City has an owner who claims she knew nothing about what was going on. At City Hall when a person applies for a business license, is the name of the business or the name of the person on record? If there is only one of the two, is there a way to keep record of the business name and the owner so that both are on record?

Director Southwell replied that they are. Each department files things differently. In Community Development files are organized by address. The file will have the CUP number, business number, owner, everything associated with that location. For business licenses, they file by business name and that business name is associated with an address and an owner. They file a bit differently, but all departments keep records of everything.

Senior Planner Kuykendall explained that they do file by business name and if she sold the business, the new owner will come in and establish themselves as the new business owner and document that as change of ownership for the business. That department will have a record of the previous business owner but will also document time-wise and date-wise who the latest business owner is.

Vice Chairperson Samaniego asked if AA Massage could relocate to a new location in the City, with all of the information discussed remaining the same.

Director Southwell replied that a Conditional Use Permit goes with the land. Everything new has to be established for the new location.

Assistant Director McGuckian stated that the proposed Resolution of Revocation has key words in Section 3, stating that continued operation of a massage establishment is immediately revoked. Furthermore, the Planning and Environment Commission determines that the continued operation of the massage establishment at 4125 South Street by the current business owner or anyone associated with the business as an employee, partner or family member, is a public nuisance and hereby instructs the business owner to immediately cease operation of the massage establishment.

Commissioner Stuckey stated that she believed that the City had given the business owner ample time since April of 2017 to bring the business into compliance. A warning from the Sheriffs can rise to a citation. It was the owner's responsibility to resolve the numerous continuing violations. Since that was not done, the City should adopt the proposed resolution and revoke the Conditional Use Permit.

**Commissioner Stuckey moved and Vice Chairperson Samaniego seconded that RESOLUTION NO. 8-2018, A RESOLUTION OF THE PLANNING AND ENVIRONMENT COMMISSION OF THE CITY OF LAKEWOOD, RECOMMENDING APPROVAL OF REVOCATION OF CONDITIONAL USE PERMIT NO. 939 ON PROPERTY LOCATED AT 4125 SOUTH STREET, be approved as submitted.**

<b>AYES:</b>	<b>COMMISSIONERS:</b>	<b>Stuckey, Samaniego, Manis, Quarto, McKinnon</b>
<b>NOES:</b>	<b>COMMISSIONERS:</b>	<b>None</b>
<b>ABSENT:</b>	<b>COMMISSIONERS:</b>	<b>None</b>
<b>ABSTAIN:</b>	<b>COMMISSIONERS:</b>	<b>None</b>

## 4. Copy of Audio Recording

(See attached media)

## 5. Letter from Appellant



**Muichi Wong, Owner  
AA Massage  
4127 South Street  
Lakewood, CA 90712**

RECEIVED

6775 '18 MAY 23 P12:32

City of Lakewood  
5050 Clark Avenue  
Lakewood, CA 90712

**RE: Revocation of Conditional Use Permit No. 939  
4127 South Street, Lakewood, CA 90712**

To Whom It May Concern:

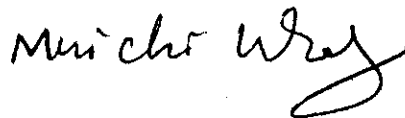
I, Muichi Wong, owner of AA Massage, am requesting an Appeal of the decision made on May 3, 2018, regarding the revocation of Conditional Use Permit No. 939 for the business located at 4127 South Street, Lakewood, California 90712.

I am a tenant at the subject property since December 15, 2014. The two massage technicians which were allegedly unlicensed had licenses in pending states, which I believe were valid. All massage technicians working at site since April 25<sup>th</sup> are actively licensed with their original licenses posted and the Lakewood Sheriff's Department has been informed of their employment.

Enclosed is the appeal fee in the amount of \$300.

Sincerely,

Muichi Wong  
Owner



Enclosure



May 10, 2018

Muichi Wong  
AA Massage  
4127 South Street  
Lakewood, California 90712

**Re:           Revocation of Conditional Use Permit No. 939  
              4127 South Street, Lakewood, California 90712**

At its meeting of May 3, 2018, the Planning and Environment Commission adopted Resolution No. 8-2018 approving Revocation of Conditional Use Permit No. 939. This is revocation of a conditional use permit that originally approved a massage establishment at the above referenced property.

If you disagree with the findings, you may appeal your case to the City Council. Your written appeal must be filed with the City Clerk's Office within twenty (20) calendar days of delivery of these findings and shall be consistent with Section 9407.1 of the Lakewood Municipal Code or other applicable law and shall include:

- 1) Specific identification of the property;
- 2) A brief statement of the legal interest in the property;
- 3) A statement in ordinary and concise language of the specific order or action protested, together with any material facts supporting the contentions of the appellant;
- 4) Signatures of all parties named as appellants and their official mailing addresses;
- 5) Relief or action sought from the City Council;
- 6) An appeal fee of \$300.00.

The matter would then be scheduled to be heard by the City Council at its earliest convenience. Should you have any questions, please contact this office at (562) 866-9771, extension 2301.

Sincerely,

Sonia Dias Southwell, AICP  
Director of Community Development

Enclosures

# Lakewood

## **RESOLUTION NO. 8-2018**

**A RESOLUTION OF THE PLANNING AND ENVIRONMENT COMMISSION OF THE CITY OF LAKEWOOD REVOKING CONDITIONAL USE PERMIT NO. 939 FOR CONTINUED OPERATION OF A MASSAGE ESTABLISHMENT, 4125 SOUTH STREET, LAKEWOOD, CALIFORNIA.**

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

SECTION 1. The Planning and Environment Commission of the City of Lakewood, having considered revocation or modification of Conditional Use Permit No. 939 for a massage establishment at the following described real property, 4125 South Street, Lakewood, California, pursuant to the provisions under Sections 9405.B and 9405.C of the Lakewood Municipal Code for modifying or revoking a Conditional Use Permit (CUP) on that certain real property, described as a portion of Lot 1 of Tract No. 11600, Map Book 274, Pages 17-18, as recorded in the Office of the County Recorder of Los Angeles County and more particularly described as 4125 South Street, Lakewood, California; all as shown in the attached minutes and report of the Planning and Environment Commission, attached hereto and made a part hereof as though set forth in full, the Planning and Environment Commission does hereby find and determine as provided in this Resolution.

SECTION 2. The Planning and Environment Commission of the City of Lakewood does hereby find that the action is Categorically Exempt from CEQA requirements, pursuant to Section 15321.(a) of the California Environmental Quality Act Guidelines. This section establishes that the following is exempt from the CEQA process: "Actions by regulatory agencies to enforce or revoke a lease permit, license, certificate, or other entitlement for use issued, adopted, or prescribed by the regulatory agency or enforcement of a law, general rule, standard or objective, administered or adopted by the regulatory agency."

SECTION 3. The Planning and Environment Commission (PEC) of the City of Lakewood does hereby report that a public hearing was held on the 3<sup>rd</sup> day of May, 2018, and does hereby find and determine that CUP No. 939 authorizing the continued operation of a massage establishment is immediately revoked. Furthermore, the Planning and Environment Commission determines that the continued operation of the massage establishment at 4125 South Street by the current business owner or anyone associated with the business as an employee, partner or family member is a public nuisance and hereby instructs the business owner to immediately cease operation of the massage establishment. The Planning and Environment Commission determines that the following facts and findings are true and serve as an appropriate justification for the revocation of CUP No. 939 and the determination that the continued operation of AA Massage located at 4125 South Street, Lakewood California is a public nuisance:

A. AA Massage, a massage establishment, located at 4125 South Street in Lakewood California, has and continues to operate in a manner that is contrary to the terms and conditions of approval of CUP No. 939, as established in Resolution No. 13-2016 and in violation of the Lakewood Municipal Code, specifically Sections 6402 and 4608, as well as the State of California Business and Professions Code.

B. The AA Massage owner and/or manager continues to hire masseuses without immediately reporting to the Los Angeles County Sheriff's Department all changes or transfers of masseurs employed in the business whether by new or renewed employment, discharge or termination, or otherwise, as required by LMC Section 6402.I.8.(b).

C. The AA Massage owner and/or manager inappropriately allowed expired CAMTC certificates and photocopies of California Massage Therapy Council (CAMTC) certificates to be displayed, as observed by Lakewood City staff on April 24, 2018.

D. On February 8, 2018, the Los Angeles County Sheriff's Department documented a business dispute a business dispute took place where a customer of the establishment called for law enforcement assistance when workers held onto his vehicle's door until they received additional tip money.

E. On March 12, 2018 the Los Angeles County Sheriff's Department visited the site where they: 1) issued a warning to the business owner for hiring a unlicensed massage technicians; 2) observed that neither the business owner or manager were present on site, which is a violation of both local ordinance and State Law, which mandates this supervision; 3) issued warning notices to two unlicensed massage technicians; and 4) issued a warning to one employee for not having the required independent contractors masseur's permit.


F. On April 24, 2018 an inspection by City of Lakewood staff of the AA Massage facility found that this massage establishment continues to be operated in a manner inconsistent with of the conditions of approval for CUP No. 939, as contained in Resolution No. 13-2016. Staff observed that one massage technician had displayed an expired CAMTC certificate and that two other massage technicians had displayed photocopies of their CAMTC certificates, which is contrary to Business and Professions Code Section 4608.(a) which requires a CAMTC certificate holder to display his or her original certificate (not a photocopy), wherever he or she provides massage for compensation.

G. On both March 20, 2018 and April 25, 2018 Lakewood staff conducted internet searches for the AA Massage phone number. These searches yielded multiple links to websites with escort services and other websites containing material suggestive of prostitution services. The AA Massage phone number was listed on these websites.

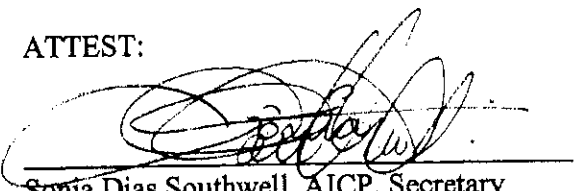
SECTION 4. A certified copy of the excerpts of the minutes applicable to this case and this Resolution shall be delivered to the applicant.

ADOPTED AND APPROVED this 3<sup>rd</sup> day of May, 2018, by the Planning and Environment Commission of the City of Lakewood voting as follows:

AYES:	COMMISSIONERS: Stuckey, Samaniego, Manis, Quarto, McKinnon
NOES:	COMMISSIONERS:
ABSENT:	COMMISSIONERS:
ABSTAIN:	COMMISSIONERS:

  
Jan McKinnon, Chairperson

ATTEST:

  
Sonia Dias Southwell, AICP, Secretary

**CITY OF LAKEWOOD**  
**Internal Cash Control Form**

Received from Muichi Wong

Address: 4125 South Street

Lakewood, CA 90712

For: Appeal of decision on May 3, 2018 regarding  
CUP 939 (AA Massage)

Credit 1010-0012-46214

MISCELLANEOUS

Date: 5/25/18

Payment

\$ 300-

to: 3000.00

Ring  
here

## 6. Proposed Resolution Denying the Appeal and Upholding the Revocation of CUP 939.

RESOLUTION NO. 2018-55

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAKEWOOD DENYING THE APPEAL OF THE REVOCATION CONDITIONAL USE PERMIT NO. 939 AND UPHOLDING THE PLANNING AND ENVIRONMENT COMMISSION DECISION TO REVOKE CONDITIONAL USE PERMIT NO. 939, 4125 SOUTH STREET, LAKEWOOD, CALIFORNIA.

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

SECTION 1. The City Council finds that the Planning and Environment Commission, by Resolution No. 8-2018, revoked Conditional Use Permit No. 939, 4125 South Street, Lakewood, California.

SECTION 2. The City Council further finds that appellant; Muichi Wong, timely filed a written appeal of the Planning Commission decision with the City Council on May 23, 2018. A copy of the written appeal is attached hereto and made a part hereof.

SECTION 3. The City Council of the City of Lakewood does hereby report that a public hearing was held before it in respect to said appeal on the 14<sup>th</sup> day of August, 2018, and the City Council does hereby find and determine that said appeal should be denied for the following reasons:

A. The Conditional Use Permit has been exercised contrary to the terms or conditions of such approval and in violation of applicable, ordinances and regulations as described in Planning and Environment Commission Resolution No. 8-2018.

B. The use for which the approval of the Conditional Use Permit was granted has been so exercised in a manner contrary to that approved and in a manner that constitutes a nuisance.

ADOPTED AND APPROVED this 14th day of August, 2018, by the City Council of the City of Lakewood by the following roll call vote:

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

\_\_\_\_\_  
Mayor

ATTEST:

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

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



## **COUNCIL AGENDA**

August 14, 2018

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

**SUBJECT:** Proposed Ordinance to establish standards and regulations for Accessory Dwelling Units (ADUs)

### **INTRODUCTION**

Accessory Dwelling Units (ADUs) are additional independent living quarters constructed on residential lots that have existing primary dwelling units in those zone districts that allow single-family and multiple-family dwelling units. They may attached or detached from the existing primary dwelling unit or the existing accessory buildings. They provide a completely independent living facility, including facilities for living, sleeping, eating, cooking, and sanitation. The proposed ordinance requires the property owner to reside on the property either in the ADU or the primary dwelling unit. The ADU may be occupied by a person related or affiliated with the occupant of the primary dwelling unit or by an unrelated tenant. The ADU may be rented and the ADU cannot be sold separately from the main residence.

The purpose of this ordinance is to implement current mandatory state laws concerning the construction of ADUs as modifications of, additions to or as new detached accessory building to existing dwelling units in all zone districts allowing single and multiple-family dwelling units. State lawmakers are concerned about the dwindling supply of affordable housing units in the State of California. They have enacted a number of laws to authorize the development of ADUs on residential properties as one solution to increase the supply of housing. The State Legislature intent is to eliminate barriers to ADU construction, a use that the Legislature has determined to be a cost-effective approach to address housing shortages and to encourage in-fill development within existing neighborhoods.

The proposed ordinance creates a reasonable response to state law that reflects local development standards and resident expectations regarding maintaining current life style. The ordinance is needed to clarify local requirements and to maintain the character and life-style of the City, while implementing the state-mandated program to allow for the construction of ADUs within those zoning districts that allow single and multiple-family dwelling units. The public health, safety and general welfare of the City and its residents necessitates and requires the adoption of this zoning ordinance.

### **STATEMENT OF FACTS**

On May 22, 2018, the City Council conducted a study session regarding the state mandated requirements for Accessory Dwelling Units. The proposed ordinance was prepared in response to the direction provided to staff at that study session.

On July 5, 2018, the Planning and Environment Commission conducted a public hearing, accepted testimony on the proposed ordinance and then adopted a resolution recommending adoption of the ordinance to establish standards and regulations for ADUs.

The Community Development Department has received approximately 86 ADU related inquiries since passage of the first ADU law. There are two ADUs under construction and five more have been reviewed by the Development Review Board or are now in plan check. In reviewing the ADU plans submitted to the City, staff has observed several shortcomings that would be detrimental to the community if development of ADUs is allowed to continue without proper development standards. Below are the primary concerns that could be corrected with the adoption of an ordinance regulating ADUs:

- ADU applications received so far are on lots that provide the required 750 square feet of open space in the rear yard for the existing single family residence. However, such open space is often inadequately laid out because open areas are irregular, narrow, or interrupted by off-street parking areas, structures, and other obstacles. No open space is provided for the ADU. *The proposed ordinance requires an additional 650 square feet of open space for an ADU with minimum dimensions of eight (8) feet and does not allow any area in the required front yard to be used for this purpose.*
- ADUs contained on the second floor of accessory structures have the potential to unnecessarily negatively impact surrounding properties with respect to inadequate light, airflow, and enjoyment of open space due to impaired privacy. *The proposed ordinance will remove the ability to construct any second-story accessory structures and establishes a maximum height of 16 feet for accessory structures.*
- A lack of uniform development standards for ADUs may result in structures that are incompatible with the community with respect to architectural style, building height, setbacks, lot coverage, and open space. Standards for ADU size, internal functionality, unit amenities, and other features must also be addressed to avoid substandard housing conditions. *The proposed ordinance requires the Development Review Board to review each ADU and it establishes 460 square feet as the minimum size of an ADU.*
- The State is concerned about housing shortage yet the ADU laws do nothing to prevent an ADU from becoming a short-term rental. The use of ADUs as short-term rentals undermines the intent of State law to provide permanent housing. *The proposed ordinance does not allow short term rental of an ADU and requires a minimum rental period of thirty (30) days.*

- Introducing ADUs to older, established communities should require an assessment of the adequacy of utilities to ensure that the utilities can support the additional demand when possible. It should be the responsibility of the developer to provide proof of the adequacy of utilities. *The proposed ordinance requires that the applicant provide written certification as to the adequacy of water service, fire flow, sewage capacity and electrical service.*

## **SUMMARY**

The proposed ordinance establishes development standards for ADUs, as follows:

- ADUs would be subject review by the Development Review Board for design and architectural compatibility.
- ADU's would only be allowed on a lot with a properly permitted owner-occupied dwelling.
- The ADU minimum floor area would be 460 feet, which is the minimum size the city currently requires for a senior apartment.
- The ADU maximum floor area would be 1,200 square feet.
- An ADU maximum floor area for an ADU attached to or modified within an existing dwelling unit can be no more than 50% of the existing dwelling unit.
- There will be no more two-story accessory structures allowed.
- Attached ADUs shall have a separate exterior entrance from the primary residence.
- The primary residence shall be required to maintain two off-street parking spaces.
- ADU's shall be required to have 650 square feet of contiguous and useable open space in addition to the 750 square feet of open space required for the primary residence, The 650 square feet of open space matches the requirement for a multi-family dwelling unit.
- Open space dimensions shall be a minimum of 8 feet in every directions.
- ADUs shall be rented or leased for no less than 30 days.
- ADUs shall not be used as short-term rentals (less than 30 days).
- A Notice of Condition shall be required to document the conditions for an ADU and to notify future homebuyers that the property must live on the property.

## **CEQA**

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

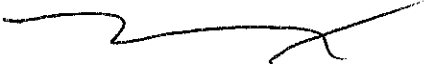
## **PUBLIC NOTICE**

Pursuant to Section 9422 of the Lakewood Municipal Code and State Law, notice of the public hearing for this amendment was posted on the City's website on August 7, 2018, published in the Press Telegram on August 3, 2018 and posted in three places within the City on August 3, 2018.

**RECOMMENDATION**

On July 5, 2018, the Planning and Environment Commission adopted Resolution 20-2018 recommending that the City Council adopt the proposed ordinance. Staff recommends that the City Council introduce the proposed ordinance amending the Lakewood Municipal Code to establish standards and regulations for Accessory Dwelling Units (ADUs), along with the related Categorical Exemption.

  
Sonia Dias Southwell, AICP  
Director of Community Development

  
Thaddeus McCormack  
City Manager

## ORDINANCE NO. 2018-2

### AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LAKEWOOD AMENDING ARTICLE IX OF THE LAKEWOOD MUNICIPAL CODE PERTAINING TO STANDARDS AND REGULATIONS FOR ACCESSORY DWELLING UNITS (ADUs)

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

SECTION 1. INTENT. Article IX Planning - Zoning of the Lakewood Municipal Code is hereby amended as provided in this Ordinance to establish standards and regulations for Accessory Dwelling Units (ADUs) consistent with state laws and pursuant to Public Hearings before the Planning and Environment Commission and the City Council.

SECTION 2. PURPOSE. The purpose of this ordinance is to implement current state laws concerning the construction of ADUs as modifications of, additions to or as new detached accessory building to existing dwelling units in all zone districts allowing single and multiple-family dwelling units. State lawmakers are concerned about the dwindling supply of affordable housing units in the State of California. They have enacted a number of laws to authorize the development of ADUs on residential properties as one solution to increase the supply of housing. The State Legislature intent is to eliminate barriers to ADU construction, a use that the Legislature has determined to be a cost-effective approach to address housing shortages and to encourage in-fill development within existing neighborhoods.

ADUs are additional independent living quarters that may to be constructed on residential lots that have legally established and properly permitted primary dwelling units. They may be either attached to or detached from the primary dwelling unit. An ADU provides a completely independent living facility, including facilities for living, sleeping, eating, cooking, and sanitation.

SECTION 3. Subsection 9302.1 of Chapter 3 Zoning of Title IX of the Lakewood Municipal Code, regarding the definition of Accessory Building is hereby amended to read as follows:

**9302.1. ACCESSORY BUILDING.** A subordinate building on the lot or building site, the use of which is incidental to that of the main building, and which is used exclusively by the occupants of the main building, except as follows. An ADU as provided in this Chapter by Section 9302.21a; and as further defined in California Government Code Sections 65852.2 maybe occupied by the property owner or rented/leased by an occupant who is either affiliated with the primary dwelling unit or by an independent tenant who is not affiliated with the primary dwelling unit. No accessory building shall be constructed or maintained, except as provided in this Chapter. No accessory building constructed or maintained in the rear yard shall exceed one-story in height and shall not be more than sixteen (16) feet in height, except as follows. The Development Review Board may approve an accessory structure used for vehicle storage to be no more than twenty-five (25) feet in height to accommodate recreational vehicles and vehicle storage racks.

SECTION 4. Section 9302.21a of Chapter 3 of Title IX of the Lakewood Municipal Code, regarding the definition of a Second Dwelling Unit is hereby repealed in its entirety and replaced with the definition of Accessory Dwelling Unit (ADU) to read as follows:

**9302.21a. DWELLING UNIT, ACCESSORY (ADU).** An accessory dwelling unit (ADU) is an additional dwelling unit that is allowed to be located on the same lot or parcel, as an existing legally established and maintained single-family dwelling unit in those zone districts allowing single-family dwelling units as permitted uses. In addition an ADU is an additional dwelling unit that is allowed to be located on the same lot or parcel, as an existing legally established and maintained multiple-family dwelling unit complex of two or more units in those zone districts allowing such multiple-family dwelling unit complexes. An ADU shall provide complete independent living facilities for one or more persons. An ADU shall include provisions for living, sleeping, eating, cooking, laundry hookups and sanitation. An ADU includes an “efficiency unit” as defined in section 17958.1 of the California Health and Safety Code and a “manufactured home” as defined in Section 18007 of the Health and Safety Code. ADUs shall comply with the following standards:

**A. ADU ALLOWED ZONES.** ADUs shall only be allowed within the following zone districts: R-1 (Single-Family Residential), R-A (Single-Family Residential, Limited Agriculture), A (Agriculture) and/or M-F-R (Multiple-Family Residential) zones. ADUs are not allowed in any other zone district.

The City shall ministerially approve an application for a building permit to create one ADU per lot within zone districts allowing single-family dwelling units and zone districts allowing for multiple-family dwelling units.

The ADU construction shall be either: a) a new detached accessory building; b) an addition attached to an existing structure or c) contained within the existing space of a single-family residence or an existing accessory structure, including, but not limited to, a studio, pool house, or other similar structure. The ADU shall have independent exterior access from the existing residence, and shall have side and rear setbacks that are sufficient for fire safety.

The ADU shall be either accessory to a properly permitted and maintained single-family dwelling unit or multiple-family dwelling unit complex that fully complies with all adopted building codes and all provisions of the Lakewood Municipal Code. The single-family dwelling unit or multiple-family dwelling unit complex shall exist on the subject lot or parcel, prior to completing the final inspection of the ADU construction.

**B. ADU REVIEW.** An ADU shall be allowed subject to ministerial reviews by the Development Review Board, site plan review by planning staff, building plan review and through permits issued and inspected in compliance with the adopted building codes. The overall review process between the time the application submittal is deemed complete and the issuance of a building permit shall not exceed 120 days. The Development Review Board shall review the proposed ADU(s) to ensure architectural compatibility with the existing dwelling unit and the surrounding neighborhood.

**C. ADU DEVELOPMENT STANDARDS.** All ADUs shall conform to all property development regulations of the zone in which the property is located. In addition the following are the standards required for the construction of an ADU:

1. **Existing Habitable Accessory Structures.** No ADU shall be constructed on a lot or parcel where there is an existing guest quarters or other habitable accessory structure. There shall be no more than one ADU on any lot or parcel in any zone.

2. **ADU Setbacks.** An ADU shall have a minimum setback of five (5) feet from all side and rear property lines. An ADU attached to a primary dwelling unit shall have a minimum ten (10) foot rear yard setback. No portion of an ADU shall be located in the required front yard.

3. **ADU Floor Area.** An ADU shall have a minimum floor area of 460 square feet and shall not exceed 1,200 square feet in area. If the ADU is attached to the existing single-family dwelling, the maximum floor area of the ADU shall not exceed 50% of the floor area of the existing single-family dwelling or 1,200 square feet, whichever is less. The second-story area of an attached ADU contained within the primary single-family dwelling unit or any portion thereof that is a second-story unit shall not exceed the second-story area of the single-family dwelling unit.

4. **ADU Height.**

(a) A detached ADU shall not exceed a single-story height of 16-feet from finished grade to the highest roof ridge.

(b) An attached ADU that is contained within the primary single-family dwelling unit shall not exceed the height of that single-family dwelling unit.

5. **ADU Exterior Access.** Each ADU (attached or detached) shall have an independent exterior door to access the ADU. The sole access path to the ADU shall not travel through any portion of the habitable living area of the existing single-family dwelling.

6. **ADU Parking.** One additional parking space shall be required for an ADU, unless one of the following applies:

(a) The ADU is located within one-half mile of public transit.

(b) The ADU is part of the existing primary residence or an existing accessory structure.

(c) The ADU is located within an architecturally and historically significant historic district.

(d) When on-street parking permits are required, but not offered to the occupant of the ADU.

(e) When there is a car share vehicle located within one block of the ADU.

7. **ADU Open Space.** The ADU shall have a minimum of 650 square feet of useable and accessible open space adjacent and contiguous to the ADU. This open space requirement is in addition to the minimum open space required for either the primary single or multiple-family dwelling unit that is the host unit to the ADU. In computing useable and accessible open space areas for ADUs, the following areas shall not be included in calculating this open space requirement:

(a) Areas with minimum dimensions less than eight (8) feet in each direction.

(b) Areas being used for vehicle storage.

(c) Areas that are not accessible to occupants.

(d) Areas within the required front yard setback area.

8. **ADU Utility Adequacy.** No detached ADU shall be allowed in areas determined to have insufficient utility capacities. The utilities serving an ADU attached to an existing residential dwelling unit are considered to be an existing part or expansion of the primary dwelling unit. Each applicant for a proposed detached ADU shall submit written evidence from the water, sewer and electrical utility

agencies that there will be sufficient capacity to serve the existing dwelling units and the proposed ADU, The applicant shall obtain written confirmation that there is:

- (a) Sufficient water pressure, fire flow capacity, distribution line capacity and storage, as confirmed by the water service agency.
- (b) Adequate line capacity and treatment volume capacity as confirmed by the sewer service agency. The Director of Public Works shall maintain a map and record of reports documenting areas determined to have sewage lines that are operating at levels that exceed normal operational capacities.
- (c) Sufficient electrical service capacity, as confirmed by the electrical service agency. The ADU is encouraged install photovoltaic solar energy panels to offset the additional demand.
- (d) Fire sprinklers shall not be required for an ADU, if they are not required for the primary dwelling unit or a related multiple family dwelling unit complex.

9. **ADU Accessibility.** Single-story ADUs should incorporate into their design, where possible, accommodations for potential occupants with mobility challenges. This includes considerations such as wider doorways, higher electrical outlets installations, lower light switches, paddle-type door handles, wider restrooms, taller toilets, low threshold step-in showers and blocking for grab bars around toilets and other areas requiring stabilization.

D. **ADU Occupancy.** The occupancy of an ADU shall adhere to the following:

- 1. An ADU shall only be rented or leased for terms that are thirty (30) days or more.
- 2. An ADU shall not be rented as a short term home-share rental for less than thirty (30) days.
- 3. An ADU may be occupied, rented or leased.
- 4. The property owner shall reside on the property and shall occupy either the primary dwelling unit or the ADU.

E. **ADU Notice of Condition.** A Notice of Condition shall be recorded regarding each ADU referencing the related lot or parcel and stating the following:

- 1. These restrictions shall run with the land and be binding on any heir, assign or other successor in ownership of the property.
- 2. The ADU shall continually be operated and maintained in compliance with current regulations of the Lakewood Municipal Code, State Law, and the adopted uniform building codes.
- 3. The ADU shall only be rented or leased for periods of time that are thirty (30) days or more.
- 4. The ADU shall not be rented as a short term home-share rentals for a period of time less than thirty (30) days.
- 5. The ADU shall not be sold independently of the primary single or multiple-family dwelling unit that is host to an ADU.
- 6. The property owner shall reside on the property in either primary dwelling unit or the ADU.



SECTION 5. Subsections 9320.A.1 and 9320.A.5 of Part 2 of Chapter 3 of Title IX of the Lakewood Municipal Code, pertaining to uses permitted in the R-1 (Single-Family Residential) zone are amended to read as follows:

**9320. USES PERMITTED:**

A. A single-family dwelling unit of a permanent character placed in a permanent location, including the following accessory uses and buildings.

1. Accessory Dwelling Unit (ADU) as provided in Section 9302.21a.

...

5. Accessory buildings not used for any habitable purpose, including but not limited to garages, workshops, storage sheds, greenhouses, patio covers, cabanas, etc.

...

SECTION 6. Subsection 9322.7 of Part 2 of Chapter 3 of Title IX of the Lakewood Municipal Code, pertaining to accessory buildings in the R-1 (Single-Family Residential) zone is amended to read as follows:

**9322.7 ACCESSORY BUILDINGS.** Private garages or accessory buildings, may be constructed within the required rear yard as follows:

A. No private garage or accessory building shall be located less than three (3) feet from the rear or side lot line, except that any structure used as a private garage or other non-habitable accessory building and located within the rear fifty percent (50%) of the lot may be located no less than one (1) foot from the side lot line, which does not abut a street, and provided that any drainage from its roof shall fall on the lot on which the structure is located.

B. No detached accessory building, ADU or garage shall be located less than four (4) feet from any other building as measured between the eaves of each building.

C. Any accessory building used or designed for human habitation, including an ADU shall be located no less than five (5) feet from any rear and/or side lot lines.

D. No accessory structure, such as, but not limited to, garages, workshops, sheds or greenhouses shall be used as living quarters, except for an ADU as defined in Section 9302.21a.

E. Each garage or carport fronting on any street or alley providing vehicular access thereto shall be located no closer than twenty (20) feet from the adjacent street or alley right-of-way line. Notwithstanding the above, any garage constructed with an automatic mechanical garage door opener and having access onto an alley, may be located closer than twenty (20) feet from the property line adjacent to the alley, provided that a twenty-four (24) foot turning radius is maintained.

F. Canopies may be located only in the rear yard and may not be located in any driveway area used for automobile parking. Such structures shall be located no less than five (5) feet from the side and rear property lines and shall be subject to all standards applicable to accessory structures.

SECTION 7. Subsections 9326.A.1 and 9326.A.6 of Part 2a of Chapter 3 of Title IX of the Lakewood Municipal Code, pertaining to uses permitted in the R-A (Single-family residential – limited agriculture) zone are amended to read as follows:

**9326. USES PERMITTED:**

A. A single-family dwelling unit of a permanent character placed in a permanent location, including the following accessory uses and buildings:

1. Accessory Dwelling Unit (ADU) as provided in Section 9302.21a. ...
6. Accessory buildings not used for any habitable purpose, including but not limited to garages, workshops, storage sheds, greenhouses, shade covers, cabanas, hobby and recreation rooms.

SECTION 8. Subsection 9326.9 ACCESSORY BUILDINGS. of Part 2a of Chapter 3 of Title IX of the Lakewood Municipal Code, pertaining to uses permitted in the R-A (Single-Family Residential – Limited Agriculture) zone is hereby repealed and replaced to read as follows:

**9326.9 ACCESSORY BUILDINGS.** Accessory buildings are allowed as specified in Section 9322.7.

SECTION 9. Subsection 9332.C.5 of Chapter 3 of Title IX of the Lakewood Municipal Code, pertaining to uses permitted in the M-F-R (Multiple Family Residential) zone is amended to read as follows:

5. **Accessory Structures.** No accessory structure, such as, but not limited to: garages, workshops, sheds or greenhouses, shall be used as living quarters or recreational areas, except as allowed for Accessory Dwelling Units (ADUs) as provided in Section 9302.21a.

SECTION 10. Subsection 9386 of Chapter 3 of Title IX of the Lakewood Municipal Code, pertaining to General Provisions Relating to Yards, Height and Area is amended to read as follows:

**9386. ACCESSORY BUILDINGS.** Accessory buildings may be constructed and maintained within the rear yard subject to the limitations and provisions of this Chapter, with the exception that no accessory building shall exceed one story in height. No accessory structure, such as, but not limited to garages, workshops, sheds or greenhouses, shall be used as living quarters, except as allowed for an ADU as defined in Section 9302.21a.

SECTION 11. CEQA. This ordinance is exempt from the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15061(b) (3) which is the general rule that CEQA applies only to projects which have the potential for causing a significant effect on the environment. CEQA does not apply where there is no possibility that the activity may have a significant effect on the environment. This ordinance has no impact on the physical environment as it will only modify administrative procedures.

SECTION 12. SEVERABILITY. If any section, subsection, subdivision, paragraph, sentence, clause, phrase or portion of this ordinance or its application to any person or circumstance, is for any reason held to be invalid, unenforceable or unconstitutional by the decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this ordinance or its application to any other person or circumstance. The City Council hereby declares that it would have adopted this ordinance and each section,

subsection, subdivision, sentence, clause, phrase, or portion thereof, irrespective of the fact that any one or more sections, subsections, subdivisions, paragraph, sentences, clauses, phrases, or portions thereof be declared invalid, unenforceable or unconstitutional.

SECTION 13. CONTINUITY. To the extent the provisions of the Lakewood Municipal Code as amended by this ordinance are substantially the same as the provisions of that Code as they read immediately prior to the adoption of this ordinance, then those provisions shall be construed as continuations of the earlier provisions and not as new enactments.

SECTION 14. CERTIFICATION. The City Clerk shall certify to the adoption of this ordinance and shall post a certified copy of this ordinance, including the vote for and against same, in the Office of the City Clerk, in accordance with Government Code Section 36933. The City Council hereby finds and determines there are no newspapers of general circulation both published and circulated within the City and, in compliance with Section 36933 of the Government Code, directs the City Clerk to cause the ordinance within 15 days after its passage to be posted in at least three (3) public places within the City as established by ordinance.

SECTION 15. EFFECTIVE DATE. This Ordinance shall be posted or published as required by law and shall take effect thirty (30) days after its adoption.

APPROVED AND ADOPTED this 11th day of September, 2018, by the following roll call vote:

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

\_\_\_\_\_  
Mayor

ATTEST:

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

# DIVIDER SHEET

## **COUNCIL AGENDA**

August 14, 2018

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

**SUBJECT:** Proposed Ordinance pertaining to non-free standing identification signs for buildings in the C-4 (general commercial), M-1 (light manufacturing), and M-2 (heavy manufacturing) zones.

### **INTRODUCTION**

The purpose of this ordinance is to permit buildings ranging from 40,000 square feet in gross floor area to 75,000 square feet in gross floor area to have non-free standing identification signs with a maximum area of 200 square feet in area on two elevations, where such buildings are located in the C-4 (General Commercial), M-1 (Light Manufacturing), and M-2 (Heavy Manufacturing) zones.

### **STATEMENT OF FACTS**

Staff has recently received an inquiry regarding the placement of two signs in the entrance of a building in the C-4 (General Commercial) zone. The proposal included two signs of 200 sq. ft. each. The Lakewood Municipal Code has a provision that in the C-4 zone buildings over 75,000 sq. ft. in gross floor area and occupied by a single tenant may have non-free standing identification signs of a maximum 200 sq. ft. in three elevations.

The building in this case is less than 75,000 sq. ft. in gross floor area and therefore our current Municipal Code does not allow the proposal to be considered.

However, reviewing the proposal, staff concluded that the sign as it had been proposed, fit well within the scale of the building and would not be detrimental to the area. In addition, there are possible other buildings of a similar nature in the city that could benefit from a more flexible sign regulation.

The proposed ordinance will amend the Lakewood Municipal Code by adding Section 9506.7, which would allow signs of a maximum of 200 sq. ft. to be placed on two elevations for buildings from 40,000 to 75,000 sq. ft. in gross floor area in the C-4 and less restrictive zones.

The proposed ordinance would also modify the regulations for buildings over 75,000 sq. ft. in gross floor area and allow the regulations to be applied in the C-4 as well as less restrictive zones.

On July 5, 2018 the Planning and Environment Commission conducted a public hearing, accepted testimony on the proposed ordinance and then adopted a resolution recommending adoption of the ordinance to allow buildings that are ranging from 40,000 square feet in gross floor area to 75,000 square feet in gross floor area, to have non-free standing identification signs with a maximum area of 200 square feet in area on two elevations.

Proposed Ordinance – Non-Free Standing Signs

August 14, 2018

Page 2

**CEQA**

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


**PUBLIC NOTICE**

Pursuant to Section 9422 of the Lakewood Municipal Code and State Law, notice of the public hearing for this amendment was posted on the City's website on August 7, 2018, published in the Press Telegram on August 3, 2018 and posted in three places within the City on August 3, 2018.

**RECOMMENDATION**

On July 5, 2018, the Planning and Environment Commission adopted Resolution 21-2018 recommending that the City Council adopt the proposed ordinance. Staff recommends that the City Council introduce the proposed ordinance and adopt the related Categorical Exemption.

  
Sonia Dias Southwell, AICP  
Director of Community Development

  
Thaddeus McCormack  
City Manager

## **RESOLUTION NO. 21-2018**

A RESOLUTION OF THE PLANNING AND ENVIRONMENT COMMISSION OF THE CITY OF LAKEWOOD RECOMMENDING WITH REPORT AND FINDINGS THAT THE PROPOSED ORDINANCE BE ADOPTED BY THE CITY COUNCIL AMENDING THE LAKEWOOD MUNICIPAL CODE AND OFFICIAL ZONING ORDINANCE PERTAINING TO NON-FREE STANDING IDENTIFICATION SIGNS FOR BUILDINGS IN THE C-4 (GENERAL COMMERCIAL), M-1 (LIGHT MANUFACTURING), AND M-2 (HEAVY MANUFACTURING) ZONES.

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

SECTION 1. The Planning and Environment Commission of the City of Lakewood did initiate a hearing, pursuant to Section 9411 of the Lakewood Municipal Code, pertaining to non-freestanding identification signs for buildings in the C-4 (General Commercial), M-1 (Light Manufacturing), and M-2 (Heavy Manufacturing) zones, and said Commission did on the 5<sup>th</sup> day of July, 2018, following notice given in the time and manner required by law, consider the ordinance proposing to amend the Lakewood Municipal Code as described above. This Resolution, with the findings and recommendations herein contained, along with the record of the proceedings of the Planning and Environment Commission constitutes said Commission's report to the City Council.

SECTION 2. In connection with this proposed ordinance, the Planning and Environment recommends that the City Council find the proposed ordinance to be exempt from the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15061(b)(3) which is the general rule that CEQA applies only to projects which have the potential for causing a significant effect on the environment and that CEQA does not apply where it can be seen with certainty that there is no possibility that the activity may have a significant effect on the environment.

SECTION 3. The Commission reports that the Planning and Environment Commission held a duly noticed public hearing on the 5<sup>th</sup> day of July, 2018 at which time it considered all evidence presented, both written and oral and at the end of the hearing voted to adopt a resolution recommending that the City Council adopt this ordinance.

SECTION 4. The Planning and Environment Commission hereby finds that said proposed Ordinance should be adopted for the following reasons and findings:

A. The proposed ordinance makes adjustments only to single tenant buildings from 40,000 to 75,000 square feet in gross floor area and requires the signs to be reviewed and approved by the Development Review Board. This ordinance helps to promote and maintain strong commercial and industrial centers and property values therein by regulating the size, location, design, and illumination of signs and thereby avoiding unsightly signs that are incompatible in design and, as a result, detract from the aesthetics of these commercial and industrial centers

ADOPTED THIS 5<sup>th</sup> day of July, 2018, by the Planning and Environment Commission of the  
City of Lakewood by the following roll call vote:

AYES:	COMMISSIONERS: Samaniego, Manis, Quarto, McKinnon
NOES:	COMMISSIONERS:
ABSENT:	COMMISSIONERS: Stuckey
ABSTAIN:	COMMISSIONERS:



Jan McKinnon, Chairperson

ATTEST:



Sonia Dias Southwell, AICP  
Director of Community Development/Secretary



## ORDINANCE NO. 2018-3

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LAKEWOOD AMENDING THE LAKEWOOD MUNICIPAL CODE AND THE ZONING ORDINANCE PERTAINING TO NON-FREE STANDING IDENTIFICATION SIGNS FOR BUILDINGS IN THE C-4 (GENERAL COMMERCIAL), M-1 (LIGHT MANUFACTURING), AND M-2 (HEAVY MANUFACTURING) ZONES.

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

SECTION 1. PURPOSE. The purpose of this ordinance is to permit buildings ranging from 40,000 square feet in gross floor area to 75,000 square feet in gross floor area to have non-free standing identification signs with a maximum area of 200 square feet in area on two elevations, where such buildings are located in the C-4 (General Commercial), M-1 (Light Manufacturing), and M-2 (Heavy Manufacturing) zones.

SECTION 2. CEQA. The City Council finds that this ordinance is exempt from CEQA pursuant to CEQA Guidelines Section 15061(b)(3) which is the general rule that CEQA applies only to projects which have the potential for causing a significant effect on the environment and that CEQA does not apply where it can be seen with certainty that there is no possibility that the activity may have a significant effect on the environment.

SECTION 3. Article IX Planning - Zoning of the Lakewood Municipal Code is hereby amended as provided in this Ordinance pursuant to Public Hearings before the Planning and Environment Commission and the City Council.

SECTION 4. Section 9506, Signs in Commercial Zones, Subsection B.7 is amended and Subsection B.8 is added to read as follows:

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

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

SECTION 5. SEVERABILITY. The City Council hereby declares it would have passed this Ordinance sentence by sentence, paragraph by paragraph and section by section, and does hereby declare the provisions of this Ordinance are severable, and if for any reason any section of this Ordinance should be held invalid, such decision shall not affect the validity of the remaining parts of this Ordinance.

SECTION 6. CERTIFICATION. The City Clerk shall certify to the adoption of this Ordinance. The City Council hereby finds and determines there are no newspapers of general circulation both published and circulated within the City and, in compliance with Section 36933 of the Government Code, directs the City Clerk to cause said Ordinance within fifteen (15) days after its passage to be posted in at least three (3) public places within the City as established by ordinance. This Ordinance shall take effect thirty (30) days after its adoption.

ADOPTED AND APPROVED this \_\_\_\_ day of \_\_\_\_\_, 2018, by the following roll call vote:

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

\_\_\_\_\_  
Mayor

ATTEST:

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

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## **COUNCIL AGENDA**

August 14, 2018

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

**SUBJECT:** Congestion Management Program (CMP) Conformance Self-Certification Process

### **STATEMENT OF FACTS**

The Congestion Management Program is a required program that was created by the State Legislature with the passage of Assembly Bill 471 (1989), which became effective with voter approval of Proposition 111 in June 1990. The Congestion Management Program for Los Angeles County was developed by the Los Angeles County Metropolitan Transportation Authority ("LACMTA") and delivered to the cities in May 1992. The City of Lakewood has been complying with the requirements of the CMP since its implementation.

In September 2008, LACMTA Board of Directors approved the Congestion Mitigation Fee Feasibility Study to confirm the growth forecast and estimate project costs that could be the basis of a possible congestion mitigation fee program. The study was completed and in June 2013, the LACMTA Board of Directors approved a motion that directed LACMTA staff to work with their Sacramento delegation to explore legislative options to the state-mandated CMP. In March 2014, LACMTA staff met with various stakeholders to discuss the possible implementation of a CMP Fee and other potential alternatives for meeting the statutory requirements of the Congestion Management Program. Currently, LACMTA staff is evaluating these options. In the meanwhile, the existing local implementation responsibilities for the CMP will be in effect.

The 2010 Congestion Management Program adopted on October 28, 2010 requires that annually local jurisdictions submit:

1. A Local Development Report showing the development activity in the city from June 1, 2017 to May 31, 2018.
2. A resolution approved by the City Council at a noticed public hearing adopting the Local Implementation Report and self-certifying the City's conformance with local CMP requirements.

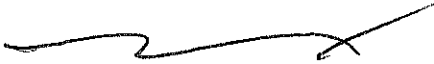
The City is in compliance with all local CMP requirements. A Land Use Resolution was adopted by the City Council on February 9, 1993. A Transportation Demand Management (TDM) ordinance was adopted by the City Council on February 23, 1993. The City continues to conduct biennial traffic counts on Lakewood Boulevard in odd numbered years. The traffic counts and Level of Service (LOS) calculations for the intersection of Lakewood Boulevard and South Street were submitted to LACMTA on June 15, 2017. Development activities are also being tracked and are the basis for the attached Local Development Report.

Congestion Management Program  
August 14, 2018  
Page 2

**STAFF RECOMMENDATION**

Staff recommends that the City Council hold a public hearing, and adopt the attached resolution finding the City to be in conformance with the Congestion Management Program and adopting the CMP Local Development Report.

  
Sonia Dias Southwell, AICP  
Director of Community Development

  
Thaddeus McCormack  
City Manager

**2018 CMP Local Development Report**

Reporting Period: JUNE 1, 2017 - MAY 31, 2018

Contact: **Michael Jenkins**

Phone Number: **562-866-9771 x2346**

**CONGESTION MANAGEMENT PROGRAM  
FOR LOS ANGELES COUNTY**

**2018 DEFICIENCY PLAN SUMMARY**

**\* IMPORTANT: All "#value!" cells on this page are automatically calculated.  
Please do not enter data in these cells.**

**DEVELOPMENT TOTALS**

**RESIDENTIAL DEVELOPMENT ACTIVITY**

**Dwelling Units**

Single Family Residential

**7.00**

Multi-Family Residential

**13.00**

Group Quarters

**0.00**

**COMMERCIAL DEVELOPMENT ACTIVITY**

**1,000 Net Sq.Ft.<sup>2</sup>**

Commercial (less than 300,000 sq.ft.)

**3.90**

Commercial (300,000 sq.ft. or more)

**0.00**

Freestanding Eating & Drinking

**(5.31)**

**NON-RETAIL DEVELOPMENT ACTIVITY**

**1,000 Net Sq.Ft.<sup>2</sup>**

Lodging

**0.00**

Industrial

**0.00**

Office (less than 50,000 sq.ft.)

**0.00**

Office (50,000-299,999 sq.ft.)

**0.00**

Office (300,000 sq.ft. or more)

**0.00**

Medical

**0.00**

Government

**0.00**

Institutional/Educational

**0.00**

University (# of students)

**0.00**

**OTHER DEVELOPMENT ACTIVITY**

**Daily Trips**

ENTER IF APPLICABLE

**0.00**

ENTER IF APPLICABLE

**0.00**

**EXEMPTED DEVELOPMENT TOTALS**

Exempted Dwelling Units

**0**

Exempted Non-residential sq. ft. (in 1,000s)

**0**

**City of Lakewood**

Date Prepared: August 2, 2018

**2018 CMP Local Development Report**

Reporting Period: JUNE 1, 2017 - MAY 31, 2018

Enter data for all cells labeled "Enter." If there are no data for that category, enter "0."

**PART 1: NEW DEVELOPMENT ACTIVITY****RESIDENTIAL DEVELOPMENT ACTIVITY**

Category	Dwelling Units
Single Family Residential	7.00
Multi-Family Residential	16.00
Group Quarters	0.00

**COMMERCIAL DEVELOPMENT ACTIVITY**

Category	1,000 Gross Square Feet
Commercial (less than 300,000 sq.ft.)	3.90
Commercial (300,000 sq.ft. or more)	0.00
Freestanding Eating & Drinking	6.02

**NON-RETAIL DEVELOPMENT ACTIVITY**

Category	1,000 Gross Square Feet
Lodging	0.00
Industrial	0.00
Office (less than 50,000 sq.ft.)	0.00
Office (50,000-299,999 sq.ft.)	0.00
Office (300,000 sq.ft. or more)	0.00
Medical	0.00
Government	0.00
Institutional/Educational	0.00
University (# of students)	0.00

**OTHER DEVELOPMENT ACTIVITY**

Description (Attach additional sheets if necessary)	Daily Trips
ENTER IF APPLICABLE	0
ENTER IF APPLICABLE	0.00
ENTER IF APPLICABLE	0.00

**2018 CMP Local Development Report**

**Reporting Period: JUNE 1, 2017 - MAY 31, 2018**

Enter data for all cells labeled "Enter." If there are no data for that category, enter "0."

**PART 2: NEW DEVELOPMENT ADJUSTMENTS**

IMPORTANT: Adjustments may be claimed only for 1) development permits that were both issued and revoked, expired or withdrawn during the reporting period, and 2) demolition of any structure with the reporting period.

**RESIDENTIAL DEVELOPMENT ADJUSTMENTS**

Category	Dwelling Units
Single Family Residential	0.00
Multi-Family Residential	3.00
Group Quarters	0.00

**COMMERCIAL DEVELOPMENT ACTIVITY**

Category	1,000 Gross Square Feet
Commercial (less than 300,000 sq.ft.)	0.00
Commercial (300,000 sq.ft. or more)	0.00
Freestanding Eating & Drinking	11.33

**NON-RETAIL DEVELOPMENT ACTIVITY**

Category	1,000 Gross Square Feet
Lodging	0.00
Industrial	0.00
Office (less than 50,000 sq.ft.)	0.00
Office (50,000-299,999 sq.ft.)	0.00
Office (300,000 sq.ft. or more)	0.00
Medical	0.00
Government	0.00
Institutional/Educational	0.00
University (# of students)	0.00

**OTHER DEVELOPMENT ACTIVITY**

Description (Attach additional sheets if necessary)	Daily Trips (Enter "0" if none)
Removal of underground tanks	0.00
ENTER IF APPLICABLE	0.00



## 2018 CMP Local Development Report

Reporting Period: JUNE 1, 2017 - MAY 31, 2018

Enter data for all cells labeled "Enter." If there are no data for that category, enter "0."

**PART 3: EXEMPTED DEVELOPMENT ACTIVITY****(NOT INCLUDED IN NEW DEVELOPMENT ACTIVITY TOTALS)**

Low/Very Low Income Housing	<input type="text" value="0"/>	Dwelling Units
High Density Residential Near Rail Stations	<input type="text" value="0"/>	Dwelling Units
Mixed Use Developments Near Rail Stations	<input type="text" value="0"/>	1,000 Gross Square Feet
	<input type="text" value="0"/>	Dwelling Units
Development Agreements Entered into Prior to July 10, 1989	<input type="text" value="0"/>	1,000 Gross Square Feet
	<input type="text" value="0"/>	Dwelling Units
Reconstruction of Buildings Damaged due to "calamity"	<input type="text" value="0"/>	1,000 Gross Square Feet
	<input type="text" value="0"/>	Dwelling Units
Reconstruction of Buildings Damaged in Jan. 1994 Earthquake	<input type="text" value="0"/>	1,000 Gross Square Feet
	<input type="text" value="0"/>	Dwelling Units
Total Dwelling Units	<input type="text" value="0"/>	
Total Non-residential sq. ft. (in 1,000s)	<input type="text" value="0"/>	

Page 4

**Exempted Development Definitions:**

- Low/Very Low Income Housing: As defined by the California Department of Housing and Community Development as follows:
  - Low-Income: equal to or less than 80% of the County median income, with adjustments for family size.
  - Very Low-Income: equal to or less than 50% of the County median income, with adjustments for family size.
- High Density Residential Near Rail Stations: Development located within 1/4 mile of a fixed rail passenger station and that is equal to or greater than 120 percent of the maximum residential density allowed under the local general plan and zoning ordinance. A project providing a minimum of 75 dwelling units per acre is automatically considered high density.
- Mixed Uses Near Rail Stations: Mixed-use development located within 1/4 mile of a fixed rail passenger station, if more than half of the land area, or floor area, of the mixed use development is used for high density residential housing.
- Development Agreements: Projects that entered into a development agreement (as specified under Section 65864 of the California Government Code) with a local jurisdiction prior to July 10, 1989.
- Reconstruction or replacement of any residential or non-residential structure which is damaged or destroyed, to the extent of > or = to 50% of its reasonable value, by fire, flood, earthquake or other similar calamity.
- Any project of a federal, state or county agency that is exempt from local jurisdiction zoning regulations and where the local jurisdiction is precluded from exercising any approval/disapproval authority. These locally precluded projects do not have to be reported in the LDR.

RESOLUTION NO. 2018-56

A RESOLUTION OF THE CITY OF LAKEWOOD, CALIFORNIA, FINDING THE CITY TO BE IN CONFORMANCE WITH THE CONGESTION MANAGEMENT PROGRAM (CMP) AND ADOPTING THE CMP LOCAL DEVELOPMENT REPORT, IN ACCORDANCE WITH CALIFORNIA GOVERNMENT CODE SECTION 65089

WHEREAS, CMP statute requires the Los Angeles County Metropolitan Transportation Authority ("LACMTA"), acting as the Congestion Management Agency for Los Angeles County, to annually determine that the County and cities within the County are conforming to all CMP requirements; and

WHEREAS, LACMTA requires submittal of the CMP Local Development Report by September 1 of each year; and

WHEREAS, the City Council held a noticed public hearing on August 14, 2018.

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

SECTION 1. That the City has taken all of the following actions, and that the City is in conformance with all applicable requirements of the 2010 CMP adopted by the LACMTA Board on October 28, 2010.

By June 15, of odd-numbered years, the City conducts annual traffic counts and calculates levels of service for selected arterial intersections, consistent with the requirements identified in the CMP Highway and Roadway System chapter.

The City has locally adopted and continues to implement a transportation demand management ordinance, consistent with the minimum requirements identified in the CMP Transportation Demand Management chapter.

The City has locally adopted and continues to implement a land use analysis program, consistent with the minimum requirements identified in the CMP Land Use Analysis Program chapter.

The City has adopted a Local Development Report, attached hereto and made a part hereof, consistent with the requirements identified in the 2010 CMP. This report balances traffic congestion impacts due to growth within the City with transportation improvements, and demonstrates that the City is meeting its responsibilities under the Countywide Deficiency Plan consistent with the LACMTA Board adopted 2014 Short Range Transportation Plan.

SECTION 2. That the City Clerk shall certify to the adoption of this Resolution and shall forward a copy of this Resolution to the Los Angeles County Metropolitan Transportation Authority.

ADOPTED AND APPROVED THIS 14TH DAY OF AUGUST, 2018.

\_\_\_\_\_  
Mayor

ATTEST:

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

# DIVIDER SHEET

*Reports*

## **COUNCIL AGENDA**

August 14, 2018

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

**SUBJECT:** Service Request and Code Enforcement Case Management System Vendor Agreement

### **INTRODUCTION**

The City's current service request and code enforcement case management system went live on October 25, 2006. Since its implementation nearly 12 years ago, the system has handled over 100,000 service requests and code enforcement cases. However, due to a combination of factors including technological obsolescence, declining support levels and desirable features that the current system does not offer, staff proposes that the current system be replaced. The acquisition of the replacement is included in the FY 2018-19 budget.

### **STATEMENT OF FACTS**

The goals of the Service Request and Code Enforcement Case Management System Replacement project are to:

- Enhance customer service responsiveness and effectiveness by replacing the current service request/code enforcement system with a system that uses contemporary state-of-the-art information technology.
- Enhance the code enforcement case management system with new features that more effectively track code enforcement cases, enable code enforcement officers to use the system in the field and other features that help make the process more efficient.

The current service request and code enforcement case management system handles approximately 8,000 service requests per year. It currently has over 400,000 service request records in its database that dates back to the early 1980s, when the City first electronically tracked service requests. All departments in the City use the existing system. While it is adequate for the City's needs, it does have its limitations. Major limitations include the fact that the original software company that provided the system is no longer around, as it has been acquired twice in the last several years. Consequently, there are much fewer users of the product and therefore support has dwindled over recent years. Additionally, the current system does not offer mobile or remote access, which are desirable features for field staff. Finally, the system has technical limitations owing to its age. This include not being able to take advantage of current GIS technologies, custom report creation and other features.

### Vendor Recommendation

Staff initiated a screening process for potential vendors in October 2017. Five vendors presented a demonstration of their software. The list was narrowed down to three vendors, who met the minimum requirements. A Request for Proposal was sent to the three vendors, with one vendor responding. After careful review of the response to the RFP, staff recommends that GOGovApps be selected as the vendor to provide the city with their GOREquest and GOEnforce service request and code enforcement management systems. Staff believes that the GOGovApps systems meets and exceed the City's needs as outlined in the RFP.

GOGovApps has been a leading customer relationship management, work order and code enforcement software provider for local government for the last 14 years with clients ranging in size from less than 5,000 to more than 2,000,000 in population. The company currently has over 150 municipal clients throughout the country.

The company goes back to 2004 when Government Outreach was founded. In 2014, Accela acquired Government Outreach where the founders of Government Outreach continued to define and develop the software. In December of 2016, GOGovApps acquired the exclusive rights to the Government Outreach product suite (where the original Government Outreach founders are now located). Kendall Smith currently serves as the president of the company.

#### **GOREquest Product Overview**

GOREquest will enable Lakewood to enhance our current citizen interaction and improve customer service. Staff will be able to better manage their workloads and provide greater consistency. Management will be able to better manage resources, track adherence to service levels and standards, and be in greater touch with the needs of residents and staff. GOREquest also integrates seamlessly with the GOEnforce code enforcement module.

GOREquest provides multiple portals to engage with the City. The mobile application provides for a Citizen Engagement platform and strategy. Not only can residents submit issues and requests for service, they can also access other City services such as online bill pay, meetings and events or even the City's Facebook feed. The mobile applications are configurable and customizable to deliver multiple City services from a single application. Also from the web, GOREquest offers a built-in Knowledge Base. The Knowledge Base is available as a central, integrated FAQ page on the City's website, while information and instructions about specific topics are incorporated directly into the request submission form. GOREquest incorporates related information about each service directly into the electronic submission form. Many questions are answered before the user submits the request, thus providing residents with better service.

A new feature that GOREquest offers is the ability for residents to track and receive status updates via push notifications or email. Residents can also log in to check the status of their request in real time. Resident accounts are created automatically during the request submission process; there are no separate registration steps that might discourage citizens from using the system.

In order to enhance customer service, GOResult also supports staff operations to enable employees to get more done in less time. This is accomplished with automation and organization capabilities designed to make it easy to be responsive to residents. A sample of functions for staff includes:

- Workflow and rule-based resolution so that each request is routed to the correct staff person and proper steps are taken to process the request. The system also supports priority escalation and rerouting at predetermined intervals.
- Notifications remind staff via email, so they do not miss important follow up dates.
- Delegation capability for rerouting requests when a staff member is on vacation or out of the office.
- Employee collaboration so staff can coordinate across department boundaries on complex requests.
- Standard response templates let staff respond to common requests or questions with consistent messages.
- Spell check on employee screens ensure professional correspondence.
- Address validation ensures recording the correct address.
- Request locator makes finding requests simple and easy as staff can search for requests by resident, location, service topic, or any other field.

GOResult includes a library of more than 40 graphical and interactive reports for analyzing CRM and Code Enforcement usage covering the following areas:

- FAQ usage
- Consistency in meeting service goals
- Geographical locations of requests (mapping)
- Status of open requests and cases
- How requests are submitted (smartphone, web, call, etc)
- Internal versus external requests
- Customer satisfaction
- Year to year and month comparisons
- Case activity by officer
- And many more reports

In addition to the built-in reports, the report writing tools allow the end user to write as many additional reports as needed. The tool allows creating reports that incorporate any data from the system filtered in any way staff defines. Staff can also define the output format without programming or using complicated third party tools. All reports can be printed while most can be emailed to staff members, council members, or the management team. Furthermore, data from reports can be exported to Excel to use its advanced analytical features.



### **GOEnforce Product Overview**

GOEnforce manages every aspect of code enforcement and is a seamless extension of GOResult. Using the existing municipal code at its core, it allows code enforcement officers to log code violations and manage the entire process to final resolution. GOEnforce provides:

- Automatic Parcel Lookup – Automatically corrects and validates addresses plus retrieves parcel owner and related information for insertion into case records.
- Letter Generation Engine – Providing push-button letter generation that incorporates inspection notes, violations, corrective actions, photos and optional paragraphs for automating complex letters and notices. Batch printing enables more efficient processing. Letters are generated as PDFs, so staff can use tablets to generate letters while in the field..
- Notifications and Workflow – Delivering reminders and inspection sheets directly to staff email boxes so they do not miss important dates or scheduled activities.
- Property and Resident Alerts – Scans previous case history to retrieve previous warnings to notify officers of potentially dangerous persons or locations such those with aggressive dogs.
- Cost Recovery Toolset – Allows generating citations and invoices, assessing fees, and tracking time for billing code violators. Optionally logs payments for maintaining outstanding balances.
- Image management – Attach an unlimited number of images along with descriptions and notations for full documentation. Images are stores in high resolution while automatic server scaling ensures high performance.
- Push-Button Case Files – Automatically generates necessary reports, documents, and case history required for prosecution.
- Audit Log – Seamlessly records every change to the case record including when and by whom the changes were made.
- ESRI GIS Integration – Allows for address validation and standardization based on geographic coordinates, ability to view request locations on a map, extracting ownership records for notices and letters and validates non-address locations, among many other benefits.

### **Hosting, Maintenance and Support**

Both GOResult and GOEnforce services are hosted by the company, meaning that the City does not purchase or maintain hardware or software. The annual fee includes:

- A secure and reliable hosted system
- Ongoing maintenance
- Unlimited technical support
- System upgrades and enhancements

Technical support is available via telephone, email and online. GOGovApps guarantees a 24-hour response time, though most issues are answered within a few hours.

As part of the subscription service, new system features and enhancements are provided at no additional cost. The product is designed so that many new features can be selectively accepted by

August 14, 2018

the City at a time that is convenient. Because the software is browser-based and hosted on a remote server, all updates are performed on GOGovApps servers. There is no need for the City to update any software or hardware to obtain the latest release.

GOGovApps makes system reliability the highest priority and as a result can guarantee an uptime of 99.99%. To accomplish this, GOGovApps maintains synchronized servers at different facilities. In the event that one server fails or has network connectivity issues, the backup will transparently take over. To protect data against accidental loss, database backups are performed throughout the day to a separate server. In addition to these safeguards, the software uses a series of automated tools to continuously monitor network and server performance. If there is a problem, two GOGovApps engineers are automatically paged. Data is protected at the firewall, operating system, database and application levels.


#### Project Schedule

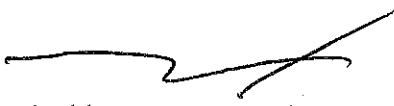
The proposed start of the project is by the week of August 20, 2018. Anticipated milestones are (subject to change):

- Project kick off – week of August 20, 2018
- Initial data gathering and analysis completion – by September 15, 2018
- Testing completion – by October 1, 2018
- Training completion – by October 15, 2018
- Final data conversion – by October 25, 2018
- Go Live – by October 25, 2018

#### **RECOMMENDATION**

That the City Council approve GOGovApps, Inc. as the service request/code enforcement management system provider and authorize the Mayor to execute a contract with the company in an amount not to exceed \$29,500, of which \$23,300 is for annual software licensing and maintenance and \$6,200 for a one-time fee for data conversion and on-site staff training, and appropriate said amount from the General Fund.

Paolo Beltran   
Assistant to the City Manager

  
Thaddeus McCormack  
City Manager

Attachment: Agreement for services between City of Lakewood and GOGovApps, Inc.

**AGREEMENT FOR SERVICES  
BETWEEN  
CITY OF LAKEWOOD  
AND  
GOGOVAPPS, INC**

THIS AGREEMENT is made and entered into this 14<sup>th</sup> day of August, 2018 by and between the CITY OF LAKEWOOD, a California municipal corporation located at 5050 Clark Avenue, Lakewood, California, (sometimes hereinafter referred to as "City") and GOGovApps, Inc, a California corporation located at Pleasanton, California.

City and GOGovApps, Inc. agree as follows:

**1. Ownership.** GOGovApps, Inc. ("GOGovApps") owns all intellectual property in the software products listed in the Products and Services section (collectively "Software") as shown in Exhibit A. City shall not modify, adapt, translate, rent, lease or otherwise attempt to discover the Software source code. This Agreement will be governed by the laws in force in the State of California.

**2. Software License.** The Software subscription services and the accompanying files, software updates, lists and documentation are licensed to the City. City may install and use a copy of the Software on City's compatible computer (if needed) for the purpose of connecting to the hosted service provided by GOGovApps as long as City is a current subscriber and maintain annual continued services for the applicable licenses. Except as expressly set forth herein, GOGovApps disclaims any and all express and implied warranties, including but not limited to warranties of merchantability and fitness for a particular purpose.

**3. Continued Services**

**3.1 Updates and Renewals.** If the Software is an Update to a previous version of the Software, City must possess a valid license to the previous version in order to use the Update. Corrections of substantial defects in the Software so that the Software will operate as purported will be rectified by GOGovApps. City agrees to install all updates, including any enhancements, for the Software in accordance with the instructions provided by GOGovApps.

**3.2 Hosting.** GOGovApps agrees to maintain City's data in a secure datacenter and is committed to providing 99.9% uptime and availability. GOGovApps will perform nightly backups of the City's hosted data to an alternate physical location.

**3.3 Ownership of Data.** All hosted data belongs to the City. Within thirty (30) calendar days following termination of this Agreement, GOGovApps will provide a complete copy of City's data without additional charge through a downloadable zip file.

**4. Payment Terms & Fees**

**4.1 Term and Termination.** Unless otherwise stated above in the Order Schedule, Subscription terms are twelve (12) calendar months in duration. The initial Term of this Agreement is effective as of the date of the City's signature ("Effective Date") and will continue for 12 months. At the end of the initial term, City's subscription will renew for an additional 12 month term unless City provides written notice to GOGovApps not less than thirty (30) calendar days prior to the end of the initial term. Provided GOGovApps notifies City not less than sixty (60) calendar days prior to the end of said prior term, GOGovApps reserves the right to increase the annual

fees by 7% on the anniversary date of each annual term.

**4.2 Payment Terms. Annual Subscription Services of USD \$23,300 will commence on the effective date of the agreement.** Each subsequent annual billing will occur on the anniversary date of the Agreement. Payment Terms are **NET 30 Days** from the invoice date.

**4.3** In exchange for its use of the Subscribed Services, City will pay to GOGovApps the amounts indicated in the Order Schedule. Said amounts are based on services purchased and not actual usage; payment obligations are non-cancelable and fees paid are non-refundable, except as otherwise specifically-provided herein. Unless otherwise stated, such fees do not include any taxes, levies, duties or similar governmental assessments of any nature, including but not limited to value-added, sales, use or withholding taxes, assessable by any local, state, provincial, federal or foreign jurisdiction ("Taxes"). City is responsible for paying all Taxes associated with its purchases hereunder. If GOGovApps has the legal obligation to pay or collect Taxes for which Customer is responsible, the appropriate amount will be invoiced to and paid by Customer, unless GOGovApps is provided with a valid tax exemption certificate authorized by the appropriate taxing authority. GOGovApps is solely responsible for taxes assessable against it based on its income, property and employees.

**4.4 On-Site Support and Expenses.** Should on-site support or training requiring travel by GOGovApps staff be requested by City, GOGovApps will provide on-site assistance at GOGovApps's then-current time-and-materials rates. In addition to these charges, Customer will compensate GOGovApps for associated airfare, lodging, rental transportation, meals, and other incidental expenses as such expenses accrue and will be billed at cost and invoiced separately.

**5. Limitation of Liability.** GOGovApps will, at all times during the Agreement, maintain appropriate insurance coverage. To the extent not offset by its insurance coverage and to the maximum extent permitted by applicable laws, in no event will GOGovApps's cumulative liability for any general, incidental, special, compensatory, or punitive damages whatsoever suffered by City or any other person or entity exceed the fees paid to GOGovApps by City during the twelve (12) calendar months immediately preceding the circumstances which give rise to such claim(s) of liability, even if GOGovApps or its agents have been advised of the possibility of such damages.

**6. Alternate Terms Disclaimed.** The parties expressly disclaim any alternate terms and conditions accompanying drafts and/or purchase orders issued by Customer.

This Agreement is entered into between City and GOGovApps. City accepts and agrees to adhere to this Agreement. This Agreement between City and GOGovApps, which City hereby acknowledges and accepts, constitutes the entire agreement between GOGovApps and City governing the Services referenced above. Customer represents that its signatory below has the authority to bind Customer to the terms of this Agreement.

IN WITNESS WHEREOF, the City of Lakewood and GOGOVAPPS have caused this Agreement to be signed by their duly authorized officers on the day and year first set forth hereinabove.

CITY OF LAKEWOOD

By: \_\_\_\_\_  
Mayor

ATTEST:

By: \_\_\_\_\_  
City Clerk

GOGOVAPPS, INC.

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

APPROVED AS TO FORM

By: \_\_\_\_\_  
City Attorney

**EXHIBIT A**  
**PRODUCTS AND DESCRIPTION OF SERVICES**

Annual Subscription Fees			
Product Code	Product Name	Qty	Total Price
GOREquest Tier2	GOREquest CRM Tier 2 Base – 15K population	1	\$ 7,500
GOREquest Tier2	GOREquest CRM Tier 2 (1 Unit=5k)	13	\$ 7,800
GOEnforce-10	GOEnforce 10 Users	1	\$ 5,500
ESRI	ESRI Integration	1	\$ 2,500
Total annual cost			\$23,300

One Time Fees			
Product Code	Product Name	Qty	Total Price
Date Import	Legacy Data Import	1	\$5,000
On-site training	Onsite training per day	1	\$1,200
Total one-time			\$6,200

GOGovApps, Inc. ("GOGovApps") will provide Customer with access to GOGovApps's citizen relationship management and code enforcement management suite (the "Services"), which includes the following:

- Custom branded smartphone applications (iOS\* and Android)
- Public-facing web portal
- Cloud-based CRM and administrative dashboard
- Cloud-based code enforcement and administrative dashboard

Staff User Accounts	Unlimited for CRM, 10 for code enforcement	Included
System Configuration	Remote, account manager assisted	Included
Training	Remote, account manager assisted	Included
Mobile Application	Customer branded in-app store application for IOS* & Android, with unlimited applets.	Included
Service Request Management	Customer facing and citizen facing (Mobile Application) service request management.	Included
Code Enforcement Management	Customer facing web interface for doing code enforcement case management	Included
Web Application for Customer Website	The embeddable iframe will allow residents to report service requests directly from the customer's website.	Included
Reporting	Enhanced reporting with analytics	Included
Knowledge Base	Citizen knowledge base and Internal facing knowledge base. Configured internally by Client.	Included
Mapping Features (Citizen Facing Web Portal)	Google (standard)	Included
Mapping features (Customer facing CRM/CE/administrative dashboard)	Google (standard)	Included
CRM Mapping Features (Mobile)	Google (Android) and IOS (Apple)	Included
Push Notifications	Deliver push notifications to users of the mobile apps when service requests are closed.	Included

Additional professional services outside the scope of this agreement may be subject to additional fees on a time and materials basis at \$150 per hour.

A separate Estimate and Statement of Work can be provided for third party product integrations.  
Payment terms are net 30.

\* IOS (iPhone) Branded Application requires customer to obtain separate application developer account directly with Apple.

GOGovApps, Inc. will need some permission access to customers Apple developer account to transfer branded application for release via Apple app store.

# DIVIDER SHEET



# *Housing Successor*

**CITY OF LAKEWOOD SUCCESSOR AGENCY - HOUSING  
FUND SUMMARY 7/12/2018**

In accordance with section 2521 of the Lakewood Municipal Code there is presented herewith a summary of obligations to be paid by voucher 343 through 343. Each of the following demands has been audited by the Director of Administrative Services and approved by the City Manager.

3901	HOUSING SUCCESSOR AGENCY	<u>2,850.00</u>
		<b>2,850.00</b>

Council Approval

\_\_\_\_\_  
Date

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

Attest

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

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

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

<u>CHECK #</u>	<u>CHECK DATE</u>	<u>VEND #</u>	<u>VENDOR NAME</u>	<u>GROSS</u>	<u>DISC.</u>	<u>CHECK AMOUNT</u>
343	07/12/2018	2177	SINDAHA SAMIR	2,850.00	0.00	2,850.00
Totals:				<u>2,850.00</u>	<u>0.00</u>	<u>2,850.00</u>