

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

June 24, 2014

ADJOURNED MEETING: Proposed Regulations for Marijuana Cultivation 6:30 p.m.

CALL TO ORDER 7:30 p.m.

INVOCATION: Monsignor Joseph Greeley, St. Pancratius Church

PLEDGE OF ALLEGIANCE: Boy Scout Troop Number 67

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

ANNOUNCEMENTS AND PRESENTATIONS:

ROUTINE ITEMS:

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

RI-1 Approval of Minutes of the Meeting held June 10, 2014

RI-2 Approval of Personnel Transactions

RI-3 Approval of Registers of Demands

RI-4 Formalizing Appointment to Central Basin Water Rights Panel, Resolution No. 2014-20

RI-5 Approval of Report of Monthly Investment Transactions

RI-6 Approval of Removal of Disabled Person Parking for Locations No Longer Meeting Criteria, Resolution No. 2014-21

PUBLIC HEARINGS:

- 1.1 Consideration of the Budget for Fiscal Year 2014-15 and 2015-16
 - a. Presentation of Report by City Manager
 - b. Memorandum from City Attorney

City Council Agenda

June 24, 2014

Page 2

PUBLIC HEARINGS: Continued

1.1 Consideration of the Budget for Fiscal Years 2014-15 and 2015-16

c. Adoption of Resolution No. 2014-22; Amending the Budget for Fiscal Year 2013-2014 and Authorizing the Appropriation of Reserve Funds into Appropriate Funds as of June 30, 2014

d. Adoption of Resolution No. 2014-23; Determining the Total Annual Appropriation Subject to Limitation of the City of Lakewood for Fiscal Year 2014-2015

e. Adoption of Resolution No. 2014-24; Adopting the Budget and Appropriating Revenue for the Fiscal Years 2014-15 and 2015-16

1) Adoption of Resolutions No. 2014-25 and No. 2014-26; Certifying to City Light and Power Lakewood that Basic Fee Payments Have Been Included in the Budget

2) Adoption of Financial, Operating Budget, and Capital Improvement and Replacement of Assets Policies

3) Adoption of Amendment to Purchasing Policy

4) Adoption of Resolution No. 2014-27; Establishing Benefits, Classifications and Compensation of City Officers & Employees

5) Adoption of Resolution No. 2014-28; Establishing Compensation, Rules and Regulations for Part-time Employees

6) Adoption of Resolution No. 2014-29; Amending the Personnel Rules, Regulations and Procedures

7) Adoption of Resolution No. 2014-30; Renewing an Agreement for a Community Recreation Program with the ABC Unified School District

8) Adoption of Resolution No. 2014-31; Renewing an Agreement Between the City and Community Family Guidance Center

9) Adoption of Resolution No. 2014-32; Renewing an Agreement Between the City and Human Services Association (HSA)

10) Adoption of Resolution No. 2014-33; Renewing an Agreement Between the City and Lakewood Meals on Wheels

11) Adoption of Resolution No. 2014-34; Renewing an Agreement Between the City and Pathways Volunteer Hospice

12) Renewal of Agreement with the County of Los Angeles for Grounds Maintenance Services

13) Approval of Agreement with Lakewood Meals On Wheels for use of Burns Community Center

14) Renewal of Rental Agreement with Mothers At Work (M.A.W.) for Child Care Facility at Burns Community Center

City Council Agenda

June 24, 2014

Page 3

PUBLIC HEARINGS: Continued

1.1 Consideration of the Budget for Fiscal Years 2014-15 and 2015-16

15) Approval of Amendment to the Agreement with Sandi Mercer Ranch for the Lakewood Equestrian Center

16) Approval of Agreement with Trend Offset Printing for Catalog Publications

17) Approval of Agreements with TruGreen LandCare for Median Landscape Maintenance and Mowing Services

18) Approval of Professional Services Agreement with Dive/Corr, Inc. for Water Storage Facility Inspection

19) Approval of Agreement with HTS Environmental Services for Hazardous Material Disposal

20) Approval of Agreement with Macro Automatics for SCADA Telemetry System Maintenance

21) Approval of Agreement with Water Well Supply for Maintenance of Water Production Facilities

22) Approval of Agreement with Abilita LA for Telecommunications Services

23) Approval of Extension of Agreement for Engineering Services with Associated Soils Engineering

24) Approval of Extension of Agreement for Hardscape Maintenance with CJ Construction

25) Approval of Extension of Agreement for Electrical Contracting Services with Fineline Electric

26) Approval of Extension of Agreement for Elevator Maintenance and Repair Services with Liftech Elevator Services

27) Approval of Extension of Agreement for Transportation Planning and Engineering Services Agreement with LSA Associates, Inc.

28) Approval of Amendment to Agreement for On Call Architectural Services with Meyer & Associates

29) Approval of Extension of Agreement for Engineering and Traffic Survey Services with Newport Traffic Studies

30) Approval of Amendment to Agreement for Engineering Services with Reedcorp Engineering

31) Approval of Extension of Agreement for Environmental Services with S.C.S. Consultants

32) Approval of Amendment to Agreement for Animal Control Services with SEAACA

City Council Agenda

June 24, 2014

Page 4

PUBLIC HEARINGS: Continued

- 1.1 Consideration of the Budget for Fiscal Years 2014-15 and 2015-16
 - 33) Approval of Extension of Agreement for Street Banner Marketing Program with Sierra Installations, Inc.
 - 34) Approval of Amendment to Agreement with Stanley Convergent Security Specialists
 - 35) Approval of Extension of Agreement for HVAC Preventative Maintenance Services with Velocity Air Engineering
 - 36) Approval of Amendment to Agreement for Tree Maintenance with West Coast Arborists
 - 37) Approval of Amendment to Agreement for Engineering Services with Willdan
 - 38) Approval of Agreement with the County of Los Angeles for Helicopter Patrol Law Enforcement Services
 - 39) Approval of Amendment to Agreement for Helicopter Maintenance with STEAM Aircraft
 - 40) Approval of Renewal of Agreement for Safety Consulting Services with Pacific EH&S Services, Inc.
 - 41) Approval of Agreement with Western Printing and Graphics for Preparation of City Informational Periodicals
 - 42) Approval of Extension of Reimbursement Agreement for Long Beach Transit Fixed Route and Dial-A-Lift Services
 - 43) Approval of Renewal of Agreement with Fair Housing Consulting Services
 - 44) Approval of Agreement for the Fix Up/Paint Up Program
 - 45) Approval of Agreement for Data Communications Services with Time Warner Cable
 - 46) Adoption of Resolution No. 2014-35; Adjusting Residential Refuse Rates
 - 47) Adoption of Resolution No. 2014-36; Pertaining to Water Rates and Charges
 - 48) Approval of Amendment to Agreement for Refuse Collection with EDCO Waste Services
 - 49) Approval of Amendment to the Agreement with the City Manager

REPORTS:

- 3.1 Authorization for Submission of Draft Watershed Management Plans

AGENDA

LAKEWOOD HOUSING SUCCESSOR AGENCY

1. Approval of Register of Demands

City Council Agenda

June 24, 2014

Page 5

ORAL COMMUNICATIONS:

CLOSED SESSION:

PUBLIC EMPLOYEE PERFORMANCE EVALUATION, Pursuant to Government Code §54957

Title: City Manager

ADJOURNMENT

Any qualified individual with a disability that would exclude that individual from participating in or attending the above meeting should contact the City Clerk's Office, 5050 Clark Avenue, Lakewood, CA, at 562/866-9771, ext. 2200; at least 48 hours prior to the above meeting to ensure that reasonable arrangements can be made to provide accessibility to the meeting or other reasonable auxiliary aids or services may be provided.

Copies of staff reports and other writings pertaining to this agenda are available for public review during regular business hours in the Office of the City Clerk, 5050 Clark Avenue, Lakewood, CA 90712

CITY COUNCIL AGENDA

June 24, 2014

TO: The Honorable Mayor and City Council

SUBJECT: Discussion of Potential Need to Regulate Marijuana Cultivation by Ordinance.

INTRODUCTION

The following provides a summary of current regulation and legal challenges regarding the regulation of medical marijuana in the State of California and the City of Lakewood.

In 1996, the voters in California approved Proposition 215, which enacted the Compassionate Use Act of 1996 (CUA) and it was codified into the Health and Safety Code as Section 11362.5, et seq. On January 1, 2004, Senate Bill 420 became effective and created the Medical Marijuana Program (MMP). [SB 420 Sections 11362.7 through 11362.83] The MMP is administered by the California Department of Public Health which created a voluntary Medical Marijuana Identification Card (MMIC) program. The intent of Proposition 215 and SB 420 is to provide protection to seriously ill persons to obtain, grow, possess and use marijuana for medical purposes under limited and specified circumstances. Senate Bill 420 clarified the scope of CUA and the MMP to allow cities/counties to adopt and enforce rules and regulations consistent with SB 420.

Dispensaries

On October 12, 2010, the Lakewood City Council adopted Ordinance 2010-2 by urgency measure to establish a regulation banning the establishment of Medical Marijuana Dispensaries (The permanent Ordinance 2010-3 was adopted on October 26, 2010). This ordinance established Section 9378 of the Lakewood Municipal Code (LMC) and it reads as follows:

9378. MEDICAL MARIJUANA DISPENSARIES.

A Medical Marijuana Dispensary is not an allowable, permitted or conditionally permitted use in any zone in the City. It shall be unlawful for any person or entity to establish, own, operate, manage or conduct any Medical Marijuana Dispensary, or to participate as an employee, contractor, landlord, property owner, agent or volunteer, or in any other manner or capacity, in any Medical Marijuana Dispensary, in the City. A "Medical Marijuana Dispensary" is any facility or location where medical marijuana is made available to and/or distributed by or to two or more of the following: A qualified patient, a person with an identification card, or a primary care giver (as such terms are defined in the California Compassionate Use Act.) Additionally, the term "Medical Marijuana Dispensary" shall be construed broadly and liberally to mean any location, structure, facility, store, co-op, collective, residence, vehicle or similar facility used, in full or in part, as a place at or in which marijuana is sold, traded, exchanged, bartered for in any way, made available, located, stored, placed, cultivated, packaged, processed or cooked, including any of the foregoing if used in connection with the delivery of marijuana. (Added by Ord. 2010-2)

In 2013, the City of Riverside sued the Inland Empire Patients Health & Wellness Center, Inc. [56 Cal. 4th 729] for establishment of a dispensary in violation of a regulation similar to that established by the City of Lakewood. The City of Riverside sued all parties involved, namely the business operators/owners, property owners, property management company, and even the mortgage lenders under the theory that they were all benefiting from this banned activity. The trial court granted the injunction finding that such a ban is not preempted by Proposition 215's CUA or the SB 420 MMP. They also stated the use was prohibited as it violates Federal Law. The Court of Appeal unanimously agreed with the trial court and stated that the ban did not violate Government Code Section 37100. On May 6, 2013, the State Supreme Court reviewed this case and unanimously concluded that the State medical marijuana statutes DO NOT preempt a local ban on medical marijuana. The court made the following statements:

Nothing in the CUA or MMP expressly or impliedly limits the inherent authority of a local jurisdiction, by its own ordinances, to regulate the uses of its land, including the authority to provide the facilities for the distribution of medical marijuana will not be permitted to operate within its borders. We must therefore reject defendants' preemption argument, and must affirm the judgment of the Court of Appeal.

Local authority to regulate land use for the public welfare is an inherent preexisting power, recognized by the California Constitution, and limited only to the extent exercised 'in conflict with general laws.' As we otherwise conclude herein, the CUA and MMP, by their substantive terms, grant limited exemptions from certain state criminal and nuisance laws, but they do not expressly or impliedly restrict the authority of local jurisdictions to decide whether local land may be used to operate medical marijuana facilities.

Unless exercised in clear conflict with general law, a city's or county's inherent, constitutionally recognized power to determine the appropriate use of land within its borders (Cal. Const., art. XI, § 7) allows it to define nuisances for local purposes and to seek abatement of such nuisances.

Cultivation

Since the adoption of SB 420, the state established general guidelines for a "qualified patient," which allows them to have no more than six mature or 12 immature marijuana plants and to have no more than eight ounces of dried processed marijuana. Recently several jurisdictions have enacted various ordinances regulating and/or outright banning the method, means and location of the cultivation of marijuana plants within their jurisdictional boundaries as part of their local authority to protect the public welfare through the establishment of land use controls, as stated by the State Supreme Court. These ordinances have adopted a variety of regulatory schemes for the

cultivation of marijuana, including restricting the location and amount of external areas, banning external cultivation, defining limits for internal cultivation and totally banning all cultivation. [Please refer to Attachment 1 entitled "Cultivation Regulation Approaches."]

In 2011, the City of Live Oak, California in Sacramento County totally banned any and all cultivation of marijuana within their City boundaries. This ban was challenged by James Maral, a "qualified patient." The trial court upheld the City's right to ban cultivation of marijuana for medical purposes. The Third District Court of Appeals upheld this decision stating that there is no *"unfettered right to cultivate marijuana for medical purposes."*

In March, 2014, the California Supreme Court refused to review the Third District Court of Appeals' decision and in refusing let the Court of Appeals decision stand, thus affirming local government's rights to ban cultivation. Cities can legally ban cultivation.

In February and March, 2014, the County and City of Fresno respectively, adopted an outright ban on marijuana cultivation. In May, 2014, the American Civil Liberties Union (ACLU) filed a lawsuit challenging these bans. In its lawsuit, the ACLU argues the City and County of Fresno cannot adopt an ordinance that overrides approval by the State Legislature and voters and as such these bans violate state law. The ACLU argues that the City and County of Fresno's cultivation ordinances establish more restrictive regulations than those imposed by the state law and therefore is preempted by same. The ACLU is seeking injunctive relief prohibiting these jurisdictions from enforcing their laws that prohibit the cultivation of marijuana.

In February 2014, the City of Beaumont also adopted an ordinance that prohibited marijuana cultivation within its jurisdictional boundaries. There have been no known challenges to the City of Beaumont's ban on marijuana cultivation to date.

Other Outstanding Issues involving Medical Marijuana

The State has several unresolved issues regarding medical marijuana. The largest issue is the interaction between federal law and state law. An August 2013 memo entitled "Guidance Regarding Marijuana Enforcement" from James M. Cole of the U.S. Department of Justice reiterated the Federal government stance that marijuana is a dangerous drug. Currently there are competing pieces of legislation in Sacramento to further clarify the extent to which local jurisdictions can regulate medical marijuana. Senate Bill 1262 is an attempt to uphold local jurisdictions' ability to regulate with local controls.

STATEMENT OF FACTS

The following provides an analysis regarding the potential regulation and possible ban of marijuana cultivation. The Lakewood Municipal Code does not specifically address or regulate marijuana cultivation. It does not list it either as a permitted or conditionally permitted use in any zone in the City of Lakewood. Historically, when a complaint has been received, the City and the Los Angeles County Sheriff's Department (LASD) have applied the standard set forth in California Health and Safety (H&S) Code section 11362.77(a) that was created by SB 420. This statute sets a statewide cultivation guideline of six mature or 12 immature plants per qualified patient.

However, in Section (b) of the same statute, the H&S Code also has provisions where patients can possess above the statutory maximum if a physician believes the patient requires more than the above limits to treat the patient's condition. In these cases, the amount of cultivation could be limitless depending on the number of qualified patients who reside at the property and the need of each patient.

The potential significant impacts associated with the cultivation of marijuana include the creation of a neighborhood nuisance from strong and potentially noxious odors, damages to the buildings in which cultivation occurs from improper and dangerous electrical alterations and use, inadequate ventilation, and increased risk of crimes such as trespassing and burglary with associated acts of violence in commission of such crimes or the occupants' attempts to prevent such crimes and protect their crops. The Lakewood Station of the LASD has received multiple complaints regarding marijuana cultivation in the last few years. Most of these complaints when reviewed were operating within State guidelines, however at least one home had over 200 plants. There have been Lakewood homeowners who have complained of the smell from the marijuana plants.

The justification for marijuana cultivation regulation revolves around the need to maintain neighborhoods that are crime-free, odor-free, and do not unfairly impinge on the desired lifestyle of the community. In light of complaints received by the City, staff reviewed potential options for the regulations of marijuana cultivation. Among the options available for consideration are the following:

- Status Quo – Adopt no new regulation.
- Restrict cultivation to outdoors only and establish a maximum area and plant numbers.
- Restrict cultivation to indoors only and establish a maximum area that can be designated.
- Adopt a total ban of cultivation both indoors and outdoors.

Status Quo. The provisions of the H&S Code would continue to provide guidance to local law enforcement and “qualified patients” as to the quantity that can be grown. In theory, a patient with a physician’s prescription can possess and cultivate as much marijuana as the doctor determines necessary to treat the patient’s condition. This would apply to every qualified patient who resides at the property. Currently, cultivation can occur inside or outside of a structure without limitation to the location and size of area.

External Cultivation. In permitting cultivation outdoors, the city can limit the area where cultivation can occur including the size and distance from other structures and properties and limit the number of plants permitted to be cultivated on-site. Restriction of external cultivation could also prohibit cultivation inside a structure thus eliminating the need for potential structural and electrical alterations.

Internal Cultivation. By restricting cultivation to indoors only, the city can reduce the potential for the spread of noxious or offensive odors to neighboring properties, set ventilation requirements, limit the area indoors where cultivation can occur, and limit the amount of structural and electrical alterations that can be made solely for the purpose of cultivation.

Cultivation Ban. By adopting a total ban of cultivation, the city can eliminate all potential risks associated with cultivation and also give the LASD a stricter enforcement authority. As discussed above, this is a legally defensible position.


On May 1, 2014, staff held a lengthy discussion with the Public Safety Committee outlining the options available to regulate marijuana cultivation in the City of Lakewood. After discussion, the Public Safety Committee recommended staff conduct a workshop with the City Council to discuss options and receive direction.

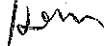
In light of the California Supreme Court’s refusal to review the Third District Court of Appeals’ decision thus affirming local government’s rights to ban cultivation, staff has prepared a draft ordinance for the City Council to review. The draft ordinance proposes to adopt the most stringent of the available options, which is a total ban on any cultivation of marijuana plants within the jurisdictional limits of the City of Lakewood. Less restrictive options would include allowing “qualified patients” to grow for their personal use only a limited number of plants inside an accessory structure that is limited in size or inside a residence in a specified manner or allow a limited number of plants grown outside in a specified manner. [Please refer to Attachment 2, which is entitled “AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LAKEWOOD AMENDING ARTICLE IX OF THE LAKEWOOD MUNICIPAL CODE TO PROHIBIT THE CULTIVATION OF MARIJUANA WITHIN THE CITY OF LAKEWOOD.”]

Marijuana Cultivation
City Council Workshop
June 24, 2014
Page 6

RECOMMENDATION

Staff recommends that the City Council discuss options, review the draft ordinance, and then direct staff to prepare and present an ordinance to the Planning and Environmental Commission to ban or to otherwise regulate marijuana cultivation in the City of Lakewood. The Planning and Environment Commission shall first conduct a hearing on the ordinance, as it is a land use regulation and then the Planning and Environment Commission will be requested to provide a recommendation to the City Council for a final action on this matter.

Sonia Dias Southwell, AICP 
Director of Community Development

Howard L. Chambers 
City Manager

Attachment 1

MARIJUANA CULTIVATION REGULATION APPROACHES

City/County	Approach
City of Beaumont	<ul style="list-style-type: none"> • Bans cultivation
City of Chino	<ul style="list-style-type: none"> • Permitted in residential zones indoors and outdoors • Limits distance from property line • Side or rear yard must be enclosed • Indoor cultivation requires a permit (findings required) • Restrict size of area indoors • Restricts allowable electrical alterations
City of Clovis	<ul style="list-style-type: none"> • Allowed inside a structure of detached residential properties only • Restricts the size of the area • Restricts allowable electrical alterations • Requires ventilation
City of Concord	<ul style="list-style-type: none"> • Bans outdoor cultivation
City of Elk Grove	<ul style="list-style-type: none"> • Prohibits outdoor cultivation • Requires permit issued by the Police • Permitted only in residential zones and agriculture-residential zones • Prohibits near school, child care centers, and parks. • Restricts size of indoor area. • Indoor cultivation restricted to detached structures only • Restricts allowable electrical alterations • Requires ventilation
City& County of Fresno	<ul style="list-style-type: none"> • Bans cultivation
City of Live Oak	<ul style="list-style-type: none"> • Bans cultivation
City of Long Beach	<ul style="list-style-type: none"> • Tax cultivation
County of Mendocino	<ul style="list-style-type: none"> • Limits number of plant cultivation • Prohibits near schools, parks, church, or treatment facility • Prohibits within 100 feet of a residential structure on separate parcel • Prohibited in Mobile Home Parks • Prohibits within 50 feet of parcel under separate ownership • Cannot be visible from the public right-of-way

City of Moraga	<ul style="list-style-type: none">• Prohibits outdoor cultivation• Permits indoor cultivation only when not visible
City of Rancho Cordova	<ul style="list-style-type: none">• Permitted indoor and outdoor• Restricts size and location of indoor and outdoor cultivation• Indoor cultivation only allowed only on parcels with residential units• Requires administrative review for cultivation in excess of limitations
City of Santa Cruz	<ul style="list-style-type: none">• Permits growing by persons with grow certificate for personal use and for profit
City of Visalia	<ul style="list-style-type: none">• Permitted in single-family or agriculture zone only• Only permitted in an enclosed building• Limit the number of plants and cultivation area

Attachment 2

ORDINANCE NO. 2014-

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LAKEWOOD AMENDING ARTICLE IX OF THE LAKEWOOD MUNICIPAL CODE TO PROHIBIT THE CULTIVATION OF MARIJUANA WITHIN THE CITY OF LAKEWOOD.

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

SECTION 1. The City Council hereby finds and declares:

A. That the cultivation of marijuana, whether for medical purposes or otherwise, significantly impacts, or has the potential to significantly impact, the residents of the City of Lakewood. These potential impacts include damages to buildings in which cultivation occurs, improper and dangerous electrical alterations and use, inadequate ventilation, increased occurrences of theft crimes and nuisance impacts to neighboring properties from the strong and potentially noxious odors from the plants and a general increase in the instances and intensity of crime within the City.

B. That it is acknowledged that the voters of the State of California in 1996, approved Proposition 215, which was codified into state law as Health and Safety Code Section 11362.5, et. seq. and entitled as the Compassionate Use Act of 1996 (CUA). This was the first statewide medical marijuana measure voted into law in the United States. The intent of Proposition 215 was to provide legal protections to seriously ill persons, who have their doctor's recommendation to use marijuana for medical purposes otherwise known as "qualified patients". The law also provides protections to the physicians and primary caregivers who assist these "qualified patients". It enabled those who are in need of medical marijuana for medical purposes to obtain it and use it under limited, specified circumstances. This act provides a criminal defense to the cultivation, possession and use of marijuana for medical purposes. The CUA does not address land use impacts that are caused by the cultivation of marijuana.

C. That on January 1, 2004, SB 420 entitled as the Medical Marijuana Program Act (MMPA) became effective and is codified as Health and Safety Code Sections 11362.7 through 11362.83. SB 420 was adopted to clarify the scope of the CUA and to allow cities and counties to adopt and enforce rules and regulations consistent with the MMPA and the CUA. SB 420 requires the California Department of Public Health (CDPH) to create the Medical Marijuana Program (MMP). The state MMP is responsible for developing and maintaining an online registry and verification system for Medical Marijuana Identification Cards or "MMICs." MMICs are available to qualified patients and their primary caregivers. The intent of SB 420 is to help law enforcement and qualified patients by creating a form of identification for qualified patients that is official and uniform throughout the State. The online registry does allow law enforcement to verify that a MMIC is valid.

D. That the CUA is limited in scope, in that it only provides a defense from criminal prosecution for possession and cultivation of marijuana to qualified patients and their primary caregivers. The scope of the MMPA is also limited in that it establishes a statewide identification program and affords qualified patients, persons with identification cards and their primary caregivers, an affirmative defense to certain enumerated criminal sanctions that would otherwise apply to transporting, processing, administering or distributing marijuana, but not cultivation.

E. That the intent of this Lakewood ordinance is to adopt rules consistent with the CUA and the MMPA, while utilizing the City's inherent police power to regulate through land use controls marijuana cultivation in a manner that protects the public health, safety and welfare of the Lakewood community. And further to prevent adverse impacts that such cultivation activities and land uses may have on nearby properties and residents, without interfering with the rights of qualified patients and their primary caregivers to possess medical marijuana pursuant to state law.

F. That the implementation of CUA and MMPA do not appear to have facilitated the stated goals of providing access to marijuana for patients in medical need of marijuana, but instead have facilitated a predominant use of marijuana for recreational and not for medicinal purposes. The California Chiefs Association has stated in a 2014 letter to State Senator Lon Correa that "Among the most troublesome issues with Proposition 215 includes the ability of virtually anyone to obtain a medical marijuana recommendation from a compliant doctor, unreliable quality control for consumers with respect to potency and the presence of carcinogenic pesticides or other contaminants; as well as retail outlets that often become magnets for criminal activity." They also stated earlier that "The vast majority of those using crude marijuana as medicine are young and are using the substance to be under the influence of THC [tetrahydrocannabinol] and have no critical medical condition."

G. That neither the CUA nor the MMPA, nor the California Constitution creates a right to cultivate marijuana or impose an affirmative duty or mandate upon local governments, such as the City of Lakewood, to allow, authorize or sanction those cultivating marijuana plants within its jurisdiction.

H. That on August 25, 2008, Edmond G. Brown, the California Attorney General, issued "Guidelines for the Security and Non-Diversion of Marijuana Grown for Medical Use" ("Guidelines"), which sets regulations intended to ensure the security and non-diversion of marijuana grown for medical use by qualified patients. Health and Safety Code 11362.81(d) authorizes the Attorney General to "develop and adopt appropriate guidelines to ensure the security and non-diversion of marijuana grown for medical use by patients qualified under" the CUA. Nothing in the Guidelines imposes an affirmative mandate or duty upon local governments, such as the City of Lakewood, to allow, sanction or permit the cultivation of marijuana plants within their jurisdictional limits.

I. That marijuana remains an illegal substance under the Federal Controlled Substances Act, 21 U.S.C. 801, *et seq.* and is classified as a "Schedule I Drug" which is defined as a drug or other substance that has a high potential for abuse. Furthermore, the Federal Controlled Substances Act makes it unlawful for any person to cultivate, manufacture, distribute or dispense, or possess with intent to manufacture, distribute or dispense marijuana. The Controlled Substances Act contains no statutory exemption for the possession of marijuana for medical purposes. The City of Lakewood does not wish to be in violation of federal law.

J. That neither the CUA nor the MMPA, nor the California Constitution preempts the City's exercise of its traditional police powers in enacting land use and zoning regulations, as well as legislation for preservation of public health, safety and welfare, such as this zoning ordinance prohibiting the cultivation of marijuana.

K. That it is critical to note that neither the CUA nor MMPA abrogates the City's powers to regulate for public health, safety and welfare. Health and Safety Code 11362.5(b) (2) provides that the Act does not supersede any legislation intended to prohibit conduct that endangers others. In addition, Health and Safety Code 11352.83 authorizes cities and counties to adopt and enforce rules and regulations consistent with the MMPA.

L. That pursuant to the City of Lakewood's police powers as authorized in Article 11, Section 7 of the California Constitution, and as implemented in the City of Lakewood Municipal Code, the City has the power to regulate permissible land uses throughout the City and to enact regulations for the preservation of public health, safety and welfare of its residents and community. And, pursuant to California Government Code Section 38771, the City also has the power through the City Council to declare actions, land uses and activities that constitute a public nuisance.

M. That California cities that have permitted the cultivation of marijuana have found that this activity causes negative and harmful secondary effects, such as an increase in crime, including robberies, burglaries, and sales of illegal drugs in the areas immediately surrounding properties that grow marijuana plants, odor and an increase in the incidences of driving while under the influence of marijuana.

N. That the public health, safety and general welfare of the City and its residents necessitates and requires the adoption of this zoning ordinance, prohibiting the cultivation of marijuana plants, in order to: (a) protect and safeguard against the detrimental secondary negative effects and adverse impacts of cultivating marijuana; (b) preserve and safeguard the minors, children and students in the community from the deleterious impacts of marijuana cultivation; and (c) preserve the City's law enforcement services, in that monitoring and addressing the negative secondary effects and adverse impacts will likely burden the City's law enforcement resources with continuing and expanding marijuana cultivation.

O. That the City Council further finds that due to potential negative secondary effects and adverse impacts of marijuana plant cultivation on surrounding properties, these activities will negatively impact the City.

P. That the City zoning regulations are consistent with the Lakewood General Plan in that the General Plan, its goals, objectives and policies do not permit or contemplate the establishment or exercise of marijuana cultivation activities either externally or internally within a structure on any property within the City of Lakewood.

That State and Federal courts have recognized the aforementioned negative and harmful secondary effects.

Q. That the City Council takes legislative notice of all of the studies, statements and legal decisions set forth above and including but not limited to the following:

1) *Browne v. County of Tehama* (213 Cal App. 4th 704). This California Court of Appeal found that the CUA does not confer the right to cultivate marijuana.

2) *City of Riverside v. Inland Empire Patients Wellness Center, Inc.* (56 Cal 4th 729) This decision upheld that "local authority to regulate land use for the public welfare is an inherent preexisting power recognized by the California Constitution" and that the CUA and MMPA do not expressly or impliedly restrict the authority of local jurisdictions to decide whether local land use controls can be used to regulate medical marijuana. (May 6, 2013 State Supreme Court)

3) *Moral v. City of Live Oak* (221 Cal. App. 4th 975) This decision by the Court of Appeals (November 26, 2013) upheld the legal position that the CUA and MMPA do not preempt the City's ability to use its police powers to totally ban the cultivation of marijuana within its jurisdictional boundaries. The Supreme Court on March 26, 2014 refused to hear an appeal of this decision and denied a request to depublish the finding, letting it stand.

R. That the City of Lakewood has a compelling interest in protecting the public health, safety and welfare of its residents and businesses, and in preserving the peace and quiet of Lakewood neighborhoods.

S. That justification for banning all cultivation of marijuana plants pursuant to the City's police powers includes but is not limited to: 1) an increased risk to public safety based on the value of the marijuana plants and the accompanying threat of robbery theft and the attendant violence and injury; 2) the strong noxious fumes emanating from mature plants can interfere with the enjoyment and use of neighboring properties by their occupants; and 3) the potential for theft and use by school-age children when marijuana is cultivated in a visible area, especially when in proximity to schools, parks and churches.

T. That this Ordinance is not subject to the California Environmental Quality Act because it does not constitute a "project" (Sections 15378 and 15060(c)(3) of the CEQA Guidelines) and its adoption will not result in a direct or reasonably foreseeable indirect physical change in the environment (Section 15060(e)(2) of the CEQA Guidelines).

U. That on _____, the Planning Commission conducted a duly noticed public hearing and recommended that the City Council adopt this Ordinance.

V. That on _____ the City Council conducted a duly noticed public hearing regarding this Ordinance.

SECTION 2. Section 9378 of the Lakewood Municipal Code is hereby amended to read as follows:

9378. PROHIBITION OF MEDICAL MARIJUANA DISPENSARIES AND CULTIVATION.

A. MEDICAL MARIJUANA DISPENSARY PROHIBITION. A Medical Marijuana Dispensary is not an allowable, permitted or conditionally permitted use in any zone in the City. It shall be unlawful for any person or entity to establish, own, operate, manage or conduct any Medical Marijuana Dispensary or to participate as an employee, contractor, landlord, property owner, agent or volunteer, or in any other manner or capacity, in any Medical Marijuana Dispensary in the City.

(1) "Medical Marijuana Dispensary" is any facility or location where medical marijuana is made available to and/or distributed to any of the following: A qualified patient, a person with an identification card, or a primary care giver (as such terms are defined in the California Compassionate Use Act.)

(2) Additionally, the term "Medical Marijuana Dispensary" shall be construed broadly and liberally to mean any location, structure, facility, store, co-op, collective, residence, vehicle or similar facility used, in full or in part, as a place at or in which marijuana is sold, traded, exchanged, bartered for in any way, made available, located, stored, placed, cultivated, packaged, processed or cooked, including any of the foregoing if used in connection with the delivery of marijuana.

B. MARIJUANA CULTIVATION PROHIBITION. Marijuana cultivation by any person, including primary caregivers and qualified patients, collectives, cooperatives or dispensaries is prohibited in all zone districts within the City of Lakewood. The cultivation of marijuana either outside or inside a structure is not an allowable, permitted or conditionally permitted use in any zone in the City. It shall be unlawful for any person or entity to establish, own, operate or manage any operation that cultivates or in any manner propagates marijuana plants, or who participates as an employee, contractor, landlord, property owner, agent or volunteer in any other manner or capacity in any such marijuana plant cultivation operation in the City.

C. **APPLICABILITY.** Any medical marijuana cultivation that legally occurred prior to the effective date of this ordinance does not have noneonforming rights as otherwise provided by Lakewood Municipal Code. Nothing in Lakewood Municipal Code Section 9378 is intended, nor shall it be construed to burden any defense to criminal prosecution under the Compassionate Use Act in 1996 pursuant to Proposition 215 and codified as the State of California Health and Safety Code section 11362.5.

SECTION 3. 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 4. The City Clerk shall certify to the adoption of this Ordinance. The City Council hereby finds and determines there are no newspapers of general circulation both published and circulated within the City and, in compliance with Section 36933 of the Government Code, directs the City Clerk to cause said Ordinance within fifteen (15) days after its passage to be posted in at least three (3) public places within the City as established by ordinance.

ADOPTED AND APPROVED this _____ day of _____, 2014, by the following roll call vote:

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

Mayor

ATTEST:

City Clerk

DIVIDER SHEET

Routine Items

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


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


COUNCIL AGENDA

June 24, 2014

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

<u>Name</u>	<u>Title</u>	<u>Schedule</u>	<u>Effective Date</u>
1. FULL-TIME EMPLOYEES			
A. Appointments			
None			
B. Changes			
Natascha Martin	Supervising Parking Control Officer	18B	06/22/2014
	Administrative Assistant II	22B	
C. Separations			
None			
2. PART-TIME EMPLOYEES			
A. Appointments			
None			
B. Changes			
Cheryl Dunworth	Paratransit Vehicle Operator II	B to	06/08/2014
	Paratransit Vehicle Operator III	B	
Theresa Graves	Paratransit Vehicle Operator II	B to	06/08/2014
	Paratransit Vehicle Operator III	B	
Olivia Harris	Paratransit Vehicle Operator IV	B to	06/22/2014
	Dash Paratransit Specialist II	B	
Patrick Thibodeaux	Paratransit Vehicle Operator II	B to	06/08/2014
	Paratransit Vehicle Operator III	B	
C. Separations			
Hector Alamillo	Maintenance Trainee II	B	06/13/2014
Steve Cohen	Paratransit Vehicle Operator III	B	06/12/2014

Lisa Novotny 
 Assistant City Manager

Howard L. Chambers 
 City Manager

DIVIDER SHEET

**CITY OF LAKEWOOD
FUND SUMMARY 6/5/2014**

In accordance with section 2521 of the Lakewood Municipal Code there is presented herewith a summary of obligations to be paid by voucher 57478 through 57616. Each of the following demands has been audited by the Director of Administrative Services and approved by the City Manager.

1010	GENERAL FUND	173,905.91
1030	CDBG CURRENT YEAR	3,628.83
1050	COMMUNITY FACILITY	4,153.54
1070	RETIREE MEDICAL	693.60
3070	PROPOSITION "C"	276,532.44
5010	GRAPHICS AND COPY CENTER	1,870.40
5020	CENTRAL STORES	2,911.98
5030	FLEET MAINTENANCE	6,427.55
7500	WATER UTILITY FUND	64,897.50
8030	TRUST DEPOSIT	200.00
		<hr/>
		535,221.75

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
57478	06/05/2014	4113	SHAKER NERMINE	559.37	0.00	559.37
57479	06/05/2014	61142	ADAMS-HILLERY SHARRON	2,065.37	0.00	2,065.37
57480	06/05/2014	4208	AIRGAS INC	19.51	0.00	19.51
57481	06/05/2014	1700	ALLIED REFRIGERATION INC	239.51	0.00	239.51
57482	06/05/2014	58000	AMERICAN TRUCK & TOOL RENTAL INC	526.77	0.00	526.77
57483	06/05/2014	4465	ATALLA. IBRAHIM	221.00	0.00	221.00
57484	06/05/2014	443	B&M LAWN AND GARDEN INC	195.81	0.00	195.81
57485	06/05/2014	66012	BARTKUS. KRISTIN	1,553.18	0.00	1,553.18
57486	06/05/2014	43808	BELLFLOWER AUTO TRIM	275.00	0.00	275.00
57487	06/05/2014	62737	BOYES. GOBIND	100.10	0.00	100.10
57488	06/05/2014	42144	BROEKER. CANDACE	39.00	0.00	39.00
57489	06/05/2014	60304	BSN SPORTS	926.28	0.00	926.28
57490	06/05/2014	277	CALIFORNIA COMMERCIAL LIGHTING SUPPLY	326.45	0.00	326.45
57491	06/05/2014	53983	CALIFORNIA ST OF -FRANCHISE TAX BOARD	688.46	0.00	688.46
57492	06/05/2014	6600	CALIFORNIA STATE DEPT OF JUSTICE	5,281.00	0.00	5,281.00
57493	06/05/2014	42921	CALIFORNIA STATE-CONTROLLER	297.30	0.00	297.30
57494	06/05/2014	4619	CAREERS IN GOVERNMENT INC	175.00	0.00	175.00
57495	06/05/2014	4270	CARROLL MEGAN J	393.75	0.00	393.75
57496	06/05/2014	51331	CERRITOS POOL SUPPLY	13.05	0.00	13.05
57497	06/05/2014	43135	CERRITOS. CITY OF - WATER DIVISION	29,430.70	0.00	29,430.70
57498	06/05/2014	1035	CHASE BANK	3,170.00	0.00	3,170.00
57499	06/05/2014	45894	CINTAS CORPORATION	52.41	0.00	52.41
57500	06/05/2014	2621	CONNEY SAFETY PRODUCTS LLC	376.11	0.00	376.11
57501	06/05/2014	4380	CAPITAL ONE NATIONAL ASSOCIATION	696.54	0.00	696.54
57502	06/05/2014	46620	CREATIVE BUS SALES	276,532.44	0.00	276,532.44
57503	06/05/2014	4361	CN SCHOOL AND OFFICE SOLUTIONS INC	407.31	0.00	407.31
57504	06/05/2014	4442	DANIEL'S TIRE SERVICE INC	897.49	0.00	897.49
57505	06/05/2014	57945	DELL MARKETING LP	962.75	0.00	962.75
57506	06/05/2014	4092	FINELINE ELECTRIC & CABLING INC	3,908.00	0.00	3,908.00
57507	06/05/2014	61688	FULL COMPASS SYSTEMS LTD	2,150.88	0.00	2,150.88
57508	06/05/2014	58614	GHC SPECIALTY BRANDS LLC	46.19	0.00	46.19
57509	06/05/2014	52540	GONSALVES JOE A & SON	4,482.00	0.00	4,482.00
57510	06/05/2014	33150	GRAINGER W W INC	45.08	0.00	45.08
57511	06/05/2014	35477	HARA M LAWNMOWER CENTER	36.75	0.00	36.75
57512	06/05/2014	49554	HAWK. TRUDY (FAHTIEM)	71.50	0.00	71.50
57513	06/05/2014	9	HERRING. MICHAEL	135.00	0.00	135.00
57514	06/05/2014	34354	HI-WAY SAFETY RENTALS INC	331.56	0.00	331.56
57515	06/05/2014	42031	HOME DEPOT	2,107.10	0.00	2,107.10
57516	06/05/2014	41897	HOSE-MAN THE	95.70	0.00	95.70
57517	06/05/2014	3807	HAZARDOUS WASTE TRANSPORTATION SVCS. INC	9,040.46	0.00	9,040.46
57518	06/05/2014	60043	SCHOEPF DANIEL A	150.42	0.00	150.42
57519	06/05/2014	4180	JONES RICHARD D. A PROF LAW CORP	1,881.00	0.00	1,881.00
57520	06/05/2014	66412	KWIK-COVERS	1,041.47	0.00	1,041.47
57521	06/05/2014	52653	LAKEWOOD HIGH SCHOOL	250.00	0.00	250.00

CITY OF LAKEWOOD

SUMMARY CHECK REGISTER

CHECK #	CHECK DATE	VEND #	VENDOR NAME	GROSS	DISC.	CHECK AMOUNT
57522	06/05/2014	53311	LAKEWOOD MEALS ON WHEELS	875.00	0.00	875.00
57523	06/05/2014	53849	LAKEWOOD ROTARY CLUB	35.00	0.00	35.00
57524	06/05/2014	18550	LAKEWOOD. CITY OF	200.00	0.00	200.00
57525	06/05/2014	18400	LAKEWOOD. CITY WATER DEPT	36,771.88	0.00	36,771.88
57526	06/05/2014	1645	LANCERS BOYS AQUATICS BOOSTER CLUB	250.00	0.00	250.00
57527	06/05/2014	43017	LARSEN. DEBRA	99.73	0.00	99.73
57528	06/05/2014	19450	LEAGUE OF CALIFORNIA CITIES	35.00	0.00	35.00
57529	06/05/2014	52357	LESLIE'S POOLMART INC	117.39	0.00	117.39
57530	06/05/2014	2409	LIPTECH ELEVATOR SERVICES INC	465.00	0.00	465.00
57531	06/05/2014	19710	LINCOLN EQUIPMENT INC	447.50	0.00	447.50
57532	06/05/2014	59144	LONG BEACH CITY	1,915.03	0.00	1,915.03
57533	06/05/2014	59705	LOPEZ. JORGE	204.75	0.00	204.75
57534	06/05/2014	36844	LOS ANGELES COUNTY DEPT OF PUBLIC WORKS	34,048.91	0.00	34,048.91
57535	06/05/2014	36844	LOS ANGELES COUNTY DEPT OF PUBLIC WORKS	2,461.49	0.00	2,461.49
57536	06/05/2014	60839	MARKOPULOS. CYNTHIA	71.50	0.00	71.50
57537	06/05/2014	23130	MC MASTER-CARR SUPPLY CO	27.10	0.00	27.10
57538	06/05/2014	46696	MEYER & ASSOCIATES	8,670.00	0.00	8,670.00
57539	06/05/2014	52588	MILLER DON & SONS	23.47	0.43	23.04
57540	06/05/2014	4443	O'REILLY AUTOMOTIVE STORES INC	1,304.85	26.36	1,278.49
57541	06/05/2014	47554	OFFICE DEPOT BUSINESS SVCS	639.83	0.00	639.83
57542	06/05/2014	4497	PACIFIC COACHWAYS CHARTER SERVICES INC	1,201.25	0.00	1,201.25
57543	06/05/2014	46290	LAKEWOOD PAN AMERICAN FESTIVAL PARADE IN	768.00	0.00	768.00
57544	06/05/2014	35124	PARAMOUNT SAW CORP	182.15	0.00	182.15
57545	06/05/2014	56812	PATSCO DESIGNS	1,008.25	0.00	1,008.25
57546	06/05/2014	3888	RP AUTOMOTIVE UAG CERRITOS 1 LLC	116.15	0.00	116.15
57547	06/05/2014	64161	CRESCENT INC	1,952.95	0.00	1,952.95
57548	06/05/2014	4027	PUREFLOW FILTRATION DIV OF CALIFORNIA	1,460.00	0.00	1,460.00
57549	06/05/2014	39640	RAYVERN LIGHTING SUPPLY CO INC	236.80	0.00	236.80
57550	06/05/2014	63364	REEVES NORM HONDA	15.23	0.00	15.23
57551	06/05/2014	926	RICOH AMERICAS CORPORATION	1,034.68	0.00	1,034.68
57552	06/05/2014	47141	STEARNS CONRAD & SCHMIDT CONSULTING ENGI	1,452.00	0.00	1,452.00
57553	06/05/2014	4605	SEA-CLEAR POOLS INC	608.87	0.00	608.87
57554	06/05/2014	3757	SEOUOIA FINANCIAL SERVICES	50.00	0.00	50.00
57555	06/05/2014	28600	SIMS WELDING SUPPLY CO INC	224.68	0.00	224.68
57556	06/05/2014	3186	CORAL BAY HOME LOANS	325.00	0.00	325.00
57557	06/05/2014	52279	SMART & FINAL INC	207.59	0.00	207.59
57558	06/05/2014	4357	SONSRAY MACHINERY LLC	75.32	0.00	75.32
57559	06/05/2014	38918	SOROPTIMIST INTL. LKWD/LONG BEACH	43.00	0.00	43.00
57560	06/05/2014	29400	SOUTHERN CALIFORNIA EDISON CO	3,022.68	0.00	3,022.68
57561	06/05/2014	29800	SPARKLETTTS	142.18	0.00	142.18
57562	06/05/2014	49529	SPICERS PAPER INC	843.46	7.74	835.72
57563	06/05/2014	1535	ST PANCRATIUS CHURCH	250.00	0.00	250.00
57564	06/05/2014	37930	STANDARD INSURANCE CO UNIT 22	8,873.30	0.00	8,873.30
57565	06/05/2014	4581	STEIN. ANDREW T	2,539.28	0.00	2,539.28

CITY OF LAKEWOOD

SUMMARY CHECK REGISTER

CHECK #	CHECK DATE	VEND #	VENDOR NAME	GROSS	DISC.	CHECK AMOUNT
57566	06/05/2014	60792	STEPHENS. ERIC	483.60	0.00	483.60
57567	06/05/2014	4620	SUSTAINABLE SOLUTIONS GROUP	99.83	0.00	99.83
57568	06/05/2014	59212	TETRA TECH INC	21,311.76	0.00	21,311.76
57569	06/05/2014	52484	TREND OFFSET PRINTING SERVICES INC	13,822.95	0.00	13,822.95
57570	06/05/2014	60685	TURF STAR	287.47	0.00	287.47
57571	06/05/2014	31800	U S POSTMASTER	146.00	0.00	146.00
57572	06/05/2014	1568	ULINE	487.37	0.00	487.37
57573	06/05/2014	49925	UNG. LINDA	224.84	0.00	224.84
57574	06/05/2014	1436	USA MOBILITY WIRELESS INC	6.77	0.00	6.77
57575	06/05/2014	57135	VISION SERVICE PLAN	4,488.27	0.00	4,488.27
57576	06/05/2014	33200	WALTERS WHOLESALE ELECTRIC CO	414.76	0.00	414.76
57577	06/05/2014	61019	CHRISTMAN WILLIAM B	175.00	0.00	175.00
57578	06/05/2014	17640	WAXIE ENTERERISES INC	897.36	0.00	897.36
57579	06/05/2014	1939	WAYNE HARMEIER INC	201.65	0.00	201.65
57580	06/05/2014	62628	WELLS C. PIPELINE MATERIALS	374.93	0.00	374.93
57581	06/05/2014	40925	WEST COAST ARBORISTS INC	4,787.00	0.00	4,787.00
57582	06/05/2014	50172	PRIMUS INC	1,481.00	0.00	1,481.00
57583	06/05/2014	50058	WHITE HOUSE FLORIST INC	305.20	0.00	305.20
57584	06/05/2014	35146	WILLDAN ASSOCIATES	2,003.50	0.00	2,003.50
57585	06/05/2014	3699	COLE. EARE J	113.40	0.00	113.40
57586	06/05/2014	3699	ACHEANPONG. KEISHA	46.00	0.00	46.00
57587	06/05/2014	3699	ALBA. HELEN	214.00	0.00	214.00
57588	06/05/2014	3699	ALCISO. MARGARITA	250.00	0.00	250.00
57589	06/05/2014	3699	ALVAREZ. MICHELLE	46.00	0.00	46.00
57590	06/05/2014	3699	AS SHINING STARS PRESCHOOL	250.00	0.00	250.00
57591	06/05/2014	3699	BENNETT. LIZ	33.00	0.00	33.00
57592	06/05/2014	3699	BIRKS. AYESHA	250.00	0.00	250.00
57593	06/05/2014	3699	CASINGAL-ROMUALDO. ZHEDA	250.00	0.00	250.00
57594	06/05/2014	3699	DE CASTRO. RICHARD	250.00	0.00	250.00
57595	06/05/2014	3699	DEL VALLE. JACLYN	250.00	0.00	250.00
57596	06/05/2014	3699	DURHAM. DARRELL	48.00	0.00	48.00
57597	06/05/2014	3699	GACHUPIN. LORENA	15.00	0.00	15.00
57598	06/05/2014	3699	GARCIA. AMANDA	32.00	0.00	32.00
57599	06/05/2014	3699	GARCIA. MATT	250.00	0.00	250.00
57600	06/05/2014	3699	GERDTS. WILLIAM	15.00	0.00	15.00
57601	06/05/2014	3699	HINTZ. KURT	40.00	0.00	40.00
57602	06/05/2014	3699	HUMPHERY. ERICA	250.00	0.00	250.00
57603	06/05/2014	3699	JOHNSON. DE SHAWN	250.00	0.00	250.00
57604	06/05/2014	3699	JOHNSON. RUBY	250.00	0.00	250.00
57605	06/05/2014	3699	JORDAN HS IB CLUB	250.00	0.00	250.00
57606	06/05/2014	3699	OWENS. BRANSON	250.00	0.00	250.00
57607	06/05/2014	3699	PICHARDO. ROBERT	250.00	0.00	250.00
57608	06/05/2014	3699	POWELL. NANCY	250.00	0.00	250.00
57609	06/05/2014	3699	RICHARDSON. CHANDRA	250.00	0.00	250.00

**CITY OF LAKEWOOD
SUMMARY CHECK REGISTER**

CHECK #	CHECK DATE	VEND #	VENDOR NAME	GROSS	DISC.	CHECK AMOUNT
57610	06/05/2014	3699	ROSAS. PAULA	66.00	0.00	66.00
57611	06/05/2014	3699	SINCLAIR. ROSEANNE	42.00	0.00	42.00
57612	06/05/2014	3699	SITO. NICHOLAS	250.00	0.00	250.00
57613	06/05/2014	3699	URSUA. HENRY	33.00	0.00	33.00
57614	06/05/2014	3699	WINGER. JEANETTE	330.00	0.00	330.00
57615	06/05/2014	53849	LAKESWOOD ROTARY CLUB	9,999.00	0.00	9,999.00
57616	06/05/2014	4446	MIDAMERICA ADMIN & RETIREMENT SOLUTIONS	693.60	0.00	693.60
Totals:				<u>535,256.28</u>	<u>34.53</u>	<u>535,221.75</u>

**CITY OF LAKEWOOD ePAYABLES
FUND SUMMARY 06/05/14**

In accordance with section 2521 of the Lakewood Municipal Code there is presented herewith a summary of obligations to be paid by ePayable 8762 through 8764. Each of the following demands has been audited by the Director of Administrative Services and approved by the City Manager

1010	GENERAL FUND	3,587.23
7500	WATER UTILITY FUND	10,856.39

14,443.62

Council Approval

Date

City Manager

Attest

City Clerk

Director of Administrative Services

CITY OF LAKEWOOD
SUMMARY ePAYABLES REGISTER

<u>ePAYABLE #</u>	<u>CHECK DATE</u>	<u>VEND #</u>	<u>VENDOR NAME</u>	<u>GROSS</u>	<u>DISC.</u>	<u>CHECK AMOUNT</u>
8762	06/05/2014	2279	AMERICAN PACIFIC PRINTERS COLLEGE	1,831.20	0.00	1,831.20
8763	06/05/2014	47854	TRUESDAIL LABORATORIES	1,387.00	0.00	1,387.00
8764	06/05/2014	66457	BRENNTAG PACIFIC INC	11,225.42	0.00	11,225.42
Totals:				<u>14,443.62</u>	<u>0.00</u>	<u>14,443.62</u>

CITY OF LAKEWOOD
FUND SUMMARY 6/12/2014

In accordance with section 2521 of the Lakewood Municipal Code there is presented herewith a summary of obligations to be paid by voucher 57617 through 57717. Each of the following demands has been audited by the Director of Administrative Services and approved by the City Manager.

1010	GENERAL FUND	222,509.70
1020	CABLE TV	3,501.92
1050	COMMUNITY FACILITY	11,243.32
3070	PROPOSITION "C"	636.31
5010	GRAPHICS AND COPY CENTER	331.19
5020	CENTRAL STORES	2,717.85
5030	FLEET MAINTENANCE	3,894.02
7500	WATER UTILITY FUND	204,524.96
8030	TRUST DEPOSIT	12,100.00
		<hr/>
		461,459.27

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
57617	06/12/2014	36901	ADVANCED INC.	900.00	0.00	900.00
57618	06/12/2014	2440	ALLIED 100 GROUP. INC	13,070.30	0.00	13,070.30
57619	06/12/2014	48210	AIRFLITE INC	5,406.19	0.00	5,406.19
57620	06/12/2014	4208	AIRGAS INC	256.13	0.00	256.13
57621	06/12/2014	65668	ANICETO. SANDRA	503.75	0.00	503.75
57622	06/12/2014	4564	ARAMARK UNIFORM & CAREER APPAREL GROUP.	109.42	0.00	109.42
57623	06/12/2014	41215	AREND. DALE	156.00	0.00	156.00
57624	06/12/2014	66012	BARTKUS. KRISTIN	2,137.85	0.00	2,137.85
57625	06/12/2014	4550	BROCKUS PROJECT DANCE COMPANY	670.00	0.00	670.00
57626	06/12/2014	48469	BURWELL MICHAEL RAY	550.00	0.00	550.00
57627	06/12/2014	4626	BURWELL. STANLEY I	124.67	0.00	124.67
57628	06/12/2014	307	CALIF. STATE DISBURSEMENT UNIT	486.53	0.00	486.53
57629	06/12/2014	53983	CALIFORNIA ST OF -FRANCHISE TAX BOARD	200.00	0.00	200.00
57630	06/12/2014	4621	CANADA. ROBIN TRENT	130.00	0.00	130.00
57631	06/12/2014	41294	CANNON. WALTER	270.88	0.00	270.88
57632	06/12/2014	4380	CAPITAL ONE NATIONAL ASSOCIATION	217.12	0.00	217.12
57633	06/12/2014	62407	CRN AM CAR WASH INC.	60.00	0.00	60.00
57634	06/12/2014	4348	D&J INTERNATIONAL INC	1,335.25	0.00	1,335.25
57635	06/12/2014	64038	EDWARDS TECHNOLOGIES INC	166.25	0.00	166.25
57636	06/12/2014	53706	F & A FEDERAL CREDIT UNION	8,988.50	0.00	8,988.50
57637	06/12/2014	876	INTERNATIONAL PROMOTIONS INC	700.00	0.00	700.00
57638	06/12/2014	52875	FROST. VALARIE A.	490.00	0.00	490.00
57639	06/12/2014	64415	FULLER. LAURA	627.90	0.00	627.90
57640	06/12/2014	42031	HOME DEPOT	1,501.80	0.00	1,501.80
57641	06/12/2014	4149	INFOSEND INC	6,322.62	0.00	6,322.62
57642	06/12/2014	60043	SCHOEPF DANIEL A	100.00	0.00	100.00
57643	06/12/2014	4461	TEXTRON INC	114.47	0.00	114.47
57644	06/12/2014	4622	JHM SUPPLY INC	156.47	0.00	156.47
57645	06/12/2014	35690	KAPLAN. MATHEW R.	80.00	0.00	80.00
57646	06/12/2014	4450	KING. JACK	560.00	0.00	560.00
57647	06/12/2014	66412	KWIK-COVERS	356.95	0.00	356.95
57648	06/12/2014	40124	GREATER LAKEWOOD CHAMBER OF COMMERCE	715.00	0.00	715.00
57649	06/12/2014	280	LITZINGER. LISA	40.00	0.00	40.00
57650	06/12/2014	3564	LONG BEACH. CITY OF. WATER DEPARTMENT	548.93	0.00	548.93
57651	06/12/2014	21050	LOS ANGELES CO CLERK	75.00	0.00	75.00
57652	06/12/2014	36844	LOS ANGELES COUNTY DEPT OF PUBLIC WORKS	17,157.13	0.00	17,157.13
57653	06/12/2014	36844	LOS ANGELES COUNTY DEPT OF PUBLIC WORKS	12,086.29	0.00	12,086.29
57654	06/12/2014	60839	MARKOPULOS. CYNTHIA	35.75	0.00	35.75
57655	06/12/2014	46696	MEYER & ASSOCIATES	450.00	0.00	450.00
57656	06/12/2014	41831	MIEIR-KING. RICHARD	530.40	0.00	530.40
57657	06/12/2014	62741	MITCHELL REPAIR INFORMATION CO LLC	2,100.00	0.00	2,100.00
57658	06/12/2014	4443	O'REILLY AUTOMOTIVE STORES INC	18.51	0.34	18.17
57659	06/12/2014	47554	OFFICE DEPOT BUSINESS SVCS	35.74	0.00	35.74
57660	06/12/2014	450	PACIFIC EH & S SERVICES INC	1,728.00	0.00	1,728.00

CITY OF LAKEWOOD

SUMMARY CHECK REGISTER

CHECK #	CHECK DATE	VEND #	VENDOR NAME	GROSS	DISC.	CHECK AMOUNT
57661	06/12/2014	51171	PERS LONG TERM CARE PROGRAM	266.84	0.00	266.84
57662	06/12/2014	63710	PIXELPUSHERS INC	3,187.20	0.00	3,187.20
57663	06/12/2014	15600	LONG BEACH PUBLISHING CO	597.49	0.00	597.49
57664	06/12/2014	2579	ROMBERG EXCAVATION & OPERATIONS INC	2,500.00	0.00	2,500.00
57665	06/12/2014	4607	ROYAL PAFER CORPORATION	273.86	0.00	273.86
57666	06/12/2014	65297	S.T.E.A.M.	18,801.10	0.00	18,801.10
57667	06/12/2014	1841	SAFETY DRIVER'S ED. LLC	250.25	0.00	250.25
57668	06/12/2014	41691	SAFETY-KLEEN CORP	853.45	0.00	853.45
57669	06/12/2014	56957	SALCO GROWERS INC	115.27	0.00	115.27
57670	06/12/2014	3153	SECTRAN SECURITY INC	116.60	0.00	116.60
57671	06/12/2014	39268	SHARRARD. RICHARD	216.80	0.00	216.80
57672	06/12/2014	52279	SMART & FINAL INC	191.25	0.00	191.25
57673	06/12/2014	26900	SO CALIF SECURITY CENTERS INC	3.21	0.00	3.21
57674	06/12/2014	29400	SOUTHERN CALIFORNIA EDISON CO	85,661.69	0.00	85,661.69
57675	06/12/2014	49529	SPICERS PAPER INC	334.26	3.07	331.19
57676	06/12/2014	59693	SPRINT SPECTRUM LP	3,315.61	0.00	3,315.61
57677	06/12/2014	66215	SUPERIOR COURT OF CALIFORNIA	12,435.00	0.00	12,435.00
57678	06/12/2014	66215	SUPERIOR COURT OF CALIFORNIA	10,452.00	0.00	10,452.00
57679	06/12/2014	66215	SUPERIOR COURT OF CALIFORNIA	10,208.00	0.00	10,208.00
57680	06/12/2014	66215	SUPERIOR COURT OF CALIFORNIA	9,324.00	0.00	9,324.00
57681	06/12/2014	38679	WESTERN EXTERMINATOR COMPANY	4,006.84	0.00	4,006.84
57682	06/12/2014	2372	TGIS CATERING SVCS INC	1,620.00	0.00	1,620.00
57683	06/12/2014	528	TIME WARNER CABLE	3,896.96	0.00	3,896.96
57684	06/12/2014	66245	TYLER TECHNOLOGIES MUNIS DIVISION	250.00	0.00	250.00
57685	06/12/2014	4216	U.S. DEPARTMENT OF HUD	125.00	0.00	125.00
57686	06/12/2014	519	UNIVAR USA	706.80	0.00	706.80
57687	06/12/2014	44103	VARELA. ALMA	436.73	0.00	436.73
57688	06/12/2014	60430	VERIZON CALIFORNIA INC	1,792.35	0.00	1,792.35
57689	06/12/2014	7400	WATER REPLENISHMENT DISTRICT OF	197,480.16	0.00	197,480.16
57690	06/12/2014	17640	WAXIE ENTERPRISES INC	969.69	0.00	969.69
57691	06/12/2014	62628	WELLS C. PIPELINE MATERIALS	2,299.47	0.00	2,299.47
57692	06/12/2014	3699	ALVARADO. FERNANDO	250.00	0.00	250.00
57693	06/12/2014	3699	ANDERSON. JASON	250.00	0.00	250.00
57694	06/12/2014	3699	ANDERSON. RONDA	250.00	0.00	250.00
57695	06/12/2014	3699	BONILLA. ELIZABETH	250.00	0.00	250.00
57696	06/12/2014	3699	BOOCHEE. TYUANA	250.00	0.00	250.00
57697	06/12/2014	3699	GIRL SCOUT TROOP 1743	250.00	0.00	250.00
57698	06/12/2014	3699	HASSAN. ELENA	45.00	0.00	45.00
57699	06/12/2014	3699	HOLT. LA PORSHA	250.00	0.00	250.00
57700	06/12/2014	3699	INGRAM. LYNETTE	250.00	0.00	250.00
57701	06/12/2014	3699	JAVIER. FLORDELIZA	250.00	0.00	250.00
57702	06/12/2014	3699	JOHNSON. ROSHONDA	250.00	0.00	250.00
57703	06/12/2014	3699	KOONCE. TEOUELLA	610.00	0.00	610.00
57704	06/12/2014	3699	LUMSDEN. IAN	250.00	0.00	250.00

CITY OF LAKEWOOD

SUMMARY CHECK REGISTER

CHECK #	CHECK DATE	VEND #	VENDOR NAME	GROSS	DISC.	CHECK AMOUNT
57705	06/12/2014	3699	MAJOR, JODI	250.00	0.00	250.00
57706	06/12/2014	3699	MAC ARTHUR ELEMENTARY	250.00	0.00	250.00
57707	06/12/2014	3699	MAYFAIR HIGH SCHOOL BASEBALL	250.00	0.00	250.00
57708	06/12/2014	3699	MENJIVAR, YOLANDA	250.00	0.00	250.00
57709	06/12/2014	3699	MOORE, TRACY	250.00	0.00	250.00
57710	06/12/2014	3699	OVERBY, STACIA	250.00	0.00	250.00
57711	06/12/2014	3699	PAGDANGANAN, CHRISTINE	250.00	0.00	250.00
57712	06/12/2014	3699	PARK PICTURES	250.00	0.00	250.00
57713	06/12/2014	3699	PAYNE, ALONZO	250.00	0.00	250.00
57714	06/12/2014	3699	SOUTHERN, BRETT	100.00	0.00	100.00
57715	06/12/2014	3699	TOSCANO, CLAUDIA	250.00	0.00	250.00
57716	06/12/2014	3699	VALDEZ, JUANITO	250.00	0.00	250.00
57717	06/12/2014	3699	WRIGHT, NANCY	250.00	0.00	250.00
Totals:				<u>461,462.68</u>	<u>3.41</u>	<u>461,459.27</u>

**CITY OF LAKEWOOD ePAYABLES
FUND SUMMARY 06/12/14**

In accordance with section 2521 of the Lakewood Municipal Code there is presented herewith a summary of obligations to be paid by ePayable 8765 through 8767. Each of the following demands has been audited by the Director of Administrative Services and approved by the City Manager

1010	GENERAL FUND	35,873.41
5030	FLEET MAINTENANCE	2,599.00

38,472.41

Council Approval

Date

City Manager

Attest

City Clerk

Director of Administrative Services

CITY OF LAKEWOOD
SUMMARY ePAYABLES REGISTER

<u>ePAYABLE #</u>	<u>CHECK DATE</u>	<u>VEND #</u>	<u>VENDOR NAME</u>	<u>GROSS</u>	<u>DISC.</u>	<u>CHECK AMOUNT</u>
8765	06/12/2014	4212	SYN-TECH SYSTEMS INC	2,599.00	0.00	2,599.00
8766	06/12/2014	57070	CITY LIGHT & POWER LKWD INC	26,492.63	0.00	26,492.63
8767	06/12/2014	60195	CR TRANSFER INC	9,380.78	0.00	9,380.78
Totals:				<u>38,472.41</u>	<u>0.00</u>	<u>38,472.41</u>

DIVIDER SHEET

COUNCIL AGENDA

June 24, 2014

TO: Honorable Mayor and City Council

SUBJECT: Formalization of Appointment to Central Basin Water Rights Panel

INTRODUCTION

The third Central Basin Judgment was entered by the Court on December 23, 2013. In it, for the first time in this area, the Court allows the water rights holders, themselves, to have some direct input into how the Judgment is administered and enforced. The Judgment confirms that the California Department of Water Resources will be retiring as the Court appointed "Watermaster" June 30, 2014 and mandates the creation of a new Watermaster. The City of Lakewood was elected as one of the representatives. The City Council must appoint a representative and alternate to serve in this capacity.


STATEMENT OF FACT

Under this amended Judgment, the Watermaster will be composed of three bodies, one of which is the Water Rights Panel (The Panel). The Panel will monitor groundwater production and enforce the Judgment's limits on extractions. The Panel is made up of seven Central Basin water rights holders: three representatives from parties holding more than 10,000 acre feet of water rights; one representative for those parties holding between 5,000 and 10,000 acre feet of water rights; two representatives holding less than 5,000 acre feet of water rights; and one at-large representative.

The City of Lakewood was elected as one of the representatives on the Water Rights Panel by the majority vote of pumpers holding between 5,000 and 10,000 acre feet of water rights. It is recommended that Director of Water Resources, James Glancy be appointed as representative for the City of Lakewood, and Leon de los Reyes, Water Operations Superintendent, appointed as alternate.

RECOMMENDATION

Staff recommends adoption of the proposed resolution appointing James Glancy as the Lakewood representative and Leon de los Reyes as the alternate for the Central Basin Water Rights Panel.

Howard L. Chambers 
City Manager

RESOLUTION NO. 2014-20

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
LAKEWOOD APPOINTING THE CITY OF LAKEWOOD
REPRESENTATIVE AND ALTERNATE POSITIONS TO THE
CENTRAL BASIN WATER RIGHTS PANEL

WHEREAS, the third amendment to the Central Basin Judgment (the "Judgment") was entered by the Los Angeles Superior Court on December 23, 2014; and

WHEREAS, the third amendment includes provisions allowing the Central Basin water rights holders input on the administration and enforcement of the provisions in the Judgment; and,

WHEREAS, the third amendment mandates the creation of a Water Rights Panel to monitor groundwater production and enforce the Judgment's limits on extraction; and,

WHEREAS, the Water Rights Panel is to consist of seven members elected by Central Basin water rights holders; and,

WHEREAS, representation for the Water Rights Panel includes the election of three representatives from water rights holders of 10,000 acre feet or more, one representative from water rights holders of 5,000 to 10,000 acre feet, two representatives from water rights holders of less than 5,000 acre feet, and one member at-large; and,

WHEREAS, the City of Lakewood was elected as one the representatives on the Water Rights Panel by the majority vote of pumpers holding between 5,000 and 10,000 acre feet of water rights.

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

SECTION 1. The City of Lakewood appoints James Glaney, Director of Water Resources, as the City of Lakewood's representative on the Central Basin Water Rights Panel.

SECTION 2. The City of Lakewood appoints Leon de los Reyes, Water Operations Superintendent as the City of Lakewood's alternate on the Central Basin Water Rights Panel.

ADOPTED AND APPROVED THIS 24TH DAY OF JUNE, 2014.

Mayor

ATTEST:

City Clerk

DIVIDER SHEET

COUNCIL AGENDA

June 24, 2014

TO: The Honorable Mayor and City Council**SUBJECT:** Monthly Report of Investment Transactions**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>
05-01-2014	\$ 1,300,000.00	LAIF	Deposit
05-03-2014	\$ 450.00	CORP	Interest 0.45%
05-06-2014	\$ 227,118.00	CORP	Sell
05-06-2014	\$ 251,583.68	CORP	Sell
05-06-2014	\$ 872,526.66	TREAS	Sell
05-06-2014	\$ 1,352,351.69	TREAS	Purchase
05-09-2014	\$ 902,532.00	CD	Sell
05-09-2014	\$ 900,000.00	CD	Purchase
05-11-2014	\$ 2,531.25	CORP	Interest 0.75%
05-15-2014	\$ 329.50	MUNI	Interest 0.659%
05-15-2014	\$ 408.83	MUNI	Interest 0.528%
05-15-2014	\$ 421.38	MUNI	Interest 0.907%
05-17-2014	\$ 1,540.00	CORP	Interest 0.8%
05-23-2014	\$ 6,700,000.00	LAIF	Deposit
05-29-2014	\$ 1,375.00	CORP	Interest 1.1%
05-29-2014	\$ 862.50	CORP	Interest 0.75%
05-29-2014	\$ 1,200,000.00	LAIF	Withdrawal
05-31-2014	\$ 9,100.00	TREAS	Interest 0.875%
05-31-2014	\$ 7,765.63	TREAS	Interest 0.875%
05-31-2014	\$ 4,296.88	TREAS	Interest 0.625%
05-31-2014	\$ 2.09	CAMP	Interest 0.06%
05-31-2014	\$ 32.40	CAMP	Interest 0.06%

STAFF RECOMMENDATION

It is recommended that the City Council receive and file the Monthly Report of Investment Transactions rendered for the month of May 2014.



Diane Perkin
Director of Administrative Services

Howard L. Chambers
City Manager



DIVIDER SHEET

COUNCIL AGENDA

June 24, 2014

TO: The Honorable Mayor and City Council

SUBJECT: Community Safety Commission Recommendation – Removal of Disabled Person Parking Restrictions

INTRODUCTION

The Community Safety Commission met on June 2, 2014, to review various traffic safety matters that included requests to remove disabled person parking at 4140 Pixie Avenue, 4541 Lakewood Boulevard, 4718 Hayter Avenue and 2738 Eckleson Street.

STATEMENT OF FACT

The Public Works Department recently received requests for removal of disabled person parking spaces at 4140 Pixie Avenue, 4541 Lakewood Boulevard, 4718 Hayter Avenue and 2738 Eckleson Street. Staff verified that the disabled person who obtained the disabled person parking space no longer resides at the address. Therefore, the parking restriction should be removed.

RECOMMENDATION

The Community Safety Commission recommends that the City Council adopt the attached resolutions to remove disabled person parking at 4140 Pixie Avenue, 4541 Lakewood Boulevard, 4718 Hayter Avenue and 2738 Eckleson Street.

Lisa Ann Rapp *LAR*
Director of Public Works

Howard L. Chambers *HLC*
City Manager

RESOLUTION NO. 2014-21

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAKEWOOD RESCINDING RESOLUTIONS ESTABLISHING DISABLED PERSON DESIGNATED PARKING WITHIN THE CITY OF LAKEWOOD

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

SECTION 1. Resolution No. 2012-66 entitled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAKEWOOD ESTABLISHING DISABLED PERSON DESIGNATED PARKING ON THE SOUTH SIDE OF GREENMEADOW ROAD WITHIN THE CITY OF LAKEWOOD

is hereby rescinded.

SECTION 2. Resolution No. 2004-79 entitled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAKEWOOD ESTABLISHING A PHYSICALLY HANDICAPPED PERSONS DESIGNATED PARKING SPACE ON THE WEST SIDE OF LAKEWOOD BOULEVARD WEST SERVICE ROAD WITHIN THE CITY OF LAKEWOOD

is hereby rescinded.

SECTION 3. Resolution No. 2008-81 entitled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAKEWOOD ESTABLISHING A PHYSICALLY HANDICAPPED PERSONS DESIGNATED PARKING SPACE ON THE EAST SIDE OF HAYTER AVENUE WITHIN THE CITY OF LAKEWOOD

is hereby rescinded.

SECTION 4. Resolution 2011-19

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAKEWOOD ESTABLISHING A DISABLED PERSON DESIGNATED PARKING SPACE ON THE SOUTH SIDE OF ECKLESON STREET WITHIN THE CITY OF LAKEWOOD

is hereby rescinded.

SECTION 5. This resolution has been adopted pursuant to a Community Safety Commission recommendation.

ADOPTED AND APPROVED THIS 24TH DAY OF JUNE, 2014.

Mayor

ATTEST:

City Clerk

DIVIDER SHEET

Public Hearings

Item 1.1.a - City Manager's Report
will be an oral presentation

MEMORANDUM

TO: CITY COUNCIL

FROM: CITY ATTORNEY

COPIES TO: CITY MANAGER
DIRECTOR OF ADMINISTRATIVE SERVICES
CITY CLERK

DATE: JUNE 24, 2014

SUBJECT: BUDGET - DETERMINING ANNUAL APPROPRIATIONS, SPENDING LIMITS FOR FISCAL YEAR 2014-2015, ADOPTION OF BUDGET FOR FISCAL YEAR 2014-2015, AND ADOPTION OF BUDGET FOR FISCAL YEAR 2015-2016

Find attached the following:

1. Resolution authorizing the automatic appropriation of un-appropriated funds into the Fund Balance as specified by the Governmental Fund Balance Policy as of June 30, 2014. Article XIII.B (Gann) provides the total annual appropriation of each local government shall not exceed the appropriation limit of such entity for the prior year, adjusted for changes in cost of living, except as otherwise provided therein. The City, therefore, in preparing its budget must determine its appropriation limits in order to avoid some of the undesirable effects of Proposition 4 (Gann Initiative). One of the provisions of Article XIII.B as contained in XIII.B(2) is that revenues received by the City in excess of the annual amount appropriated in compliance with the Article during the fiscal year shall be returned by revisions of tax rate or fee schedules within the next two subsequent fiscal years. It is recommended that a resolution be adopted to reflect revisions, both as to budgeted revenues and expenditures, so the appropriations equal the actual revenues prior to consideration of the following.
2. Prior to adoption of the budget, it is recommended that the City, by separate resolution, determine its annual appropriation limit for the fiscal year 2014-2015. Find attached a resolution making that determination.

Unlike Proposition 13, which was a limitation on taxation raising money, Proposition 4 (Gann initiative), as amended by Proposition 111, is a limitation on spending money and relates to the proceeds of most types of taxes and revenue and some types of state subventions. The function of Article XIII.B is to regulate the appropriations of proceeds of taxes, which generally are tax revenues, user fees and charges (to the extent they exceed costs), interest and dividends earned on the investment of tax revenues, and certain subventions. State subventions that are included within the definition of "proceeds of taxes"

are those that are received by the entity without restriction. Federal grants and subventions are not included. Although Proposition 4 is technical, its basic mechanism is simple, and that is that the total annual appropriation of the City is subject to limitations. In other words, the total annual appropriation of proceeds from taxes (as previously defined) may not exceed the appropriations limit of the entity for the prior year, except as adjusted for changes in the cost of living and population (XIII.B Sections 1, 8[c], [e] and [f]). The limitation is the total appropriation of the prior year—not the actual appropriation of the prior year.

Pursuant to XIII.B.8.10.5, the appropriation limit for fiscal year 1986-1987 in the amount of \$14,339,821 is the limit for appropriations for fiscal year beginning July 1, 2013, adjusted by the changes made since then as authorized therein.

In addition, the following statutory provisions commencing with Sections 7900, et seq., of the Government Code, must be complied with:

1. Each year by resolution the City Council shall establish its appropriation limits for the following fiscal year, at either a regularly scheduled Council meeting or a noticed special meeting. Fifteen days prior to such meeting, documentation used in determination of the appropriation limit shall be available to the public (Section 7910). Find attached resolution making that determination.
2. Determination of the appropriation limit is a legislative act subject to judicial review (Section 7910).
3. For the 2013-2014 fiscal year the appropriation limit shall equal the following (Section 7902[b]):
 - a. The appropriation limit for the 1986-1987 fiscal year (\$14,339,821) multiplied by the product of the change in cost of living, as defined in Paragraph (2) of subdivision (3) of Section 8 of Article XIII.B. of the California Constitution and the change in population of local jurisdiction for the calendar year preceding the beginning of the fiscal year for which the appropriation limit is to be determined, and adjusted for other changes required or permitted by Article XIII.B. of the California Constitution.
4. In determining "change of California per capita personal income," reference must be made to Section 7901(a), and "change in cost of living," Section 7901(b), and "change in population," Section 7901(c).
5. In determining whether revenue received is in excess of the amount appropriated (and, therefore, must be returned to the taxpayers by a revision of tax rates and fee schedules as specified in XIII.B.2) Section 7901(h) defines said revenues as follows: "Revenues means all tax revenues and the proceeds to a local jurisdiction or the state received from (1)

regulatory licenses, user charges, and user fees to the extent that these proceeds exceed the costs reasonably borne by that entity in providing the regulation, product or service, and (2) the investment of tax revenues as described in subdivision (I) of Section 8 of Article XIII.B. For a local jurisdiction, revenues and appropriations shall also include subventions as defined in Section 7903 to be money which is unrestricted by statute.”

6. Not later than May 1 of each year the Department of Administrative Services shall notify the City of changes in the cost of living or changes in the California per capita income, whichever is lesser, and the population for each local jurisdiction for the prior calendar year, and these figures shall be used in the computation (Section 7909).
7. The aforementioned computation shall be contained in or attached as a schedule to the Resolution adopted prior to June 30, 2012 (Section 7910).

In addition, attached is a Resolution which may be used to adopt the budget. This Resolution should be adopted after adoption of the aforementioned Resolutions and the public hearing establishing the annual appropriation limits for fiscal year 2014-2015. In respect to adoption of the budget and the appropriation of funds for fiscal year 2014-2015, please be further advised as follows:

1. Payroll warrants or checks need not be audited by the City Council prior to payment, provided the payroll is presented to the City Council for ratification and approval at the first meeting after delivery of the payroll warrants or checks. Warrants or checks drawn in payment of demands, certified or approved by the Director of Administrative Services as conforming to a budget approved by Resolution of the City Council, need not be audited by the City Council prior to payment if such warrants or checks are presented to the City Council for ratification and approval at the first meeting after delivery of the warrants or checks (Government Code Section 37208). The financial and accounting duties of the City Clerk have by ordinance been transferred to the Director of Administrative Services (LMC 3132). Approval of the budget by resolution will put into effect the aforementioned procedure, and checks or warrants of the City conforming to the budget may be drawn and paid by the Director of Administrative Services on the appropriate signature of the Mayor and/or Treasurer, provided the same are placed on the next Register of Demands for approval by the City Council.
2. Resolution approving the budget also appropriates funds for the fiscal years 2014-2015 and 2015-2016. Unless the City Council should otherwise direct, all projects therein set forth are authorized by the Resolution approving the budget and may be performed without further Council direction. Checks drawn in payment of demands arising therefrom, and certified by the Director of Administrative Services as conforming to the budget, need not be audited prior to payment, and shall be presented to the City Council for ratification and approval at the first meeting of the City Council after delivery of the checks (Section 37208).

3. Each City officer, department, board or commission, including the governing body of any special district or school district whose jurisdiction lies wholly or partly within the City and whose function includes recommending preparation of plans for or construction of major public works, shall submit to the City Council a list of proposed public works recommended for planning initiation or construction during the fiscal year (Government Code Section 65401).
4. The Resolution approving the budget contains a provision authorizing the City Manager to proceed with specific projects enumerated in the budget. In addition, the Mayor is directed to execute all necessary contracts to carry out the foregoing. The purpose of this provision is to make sure the projects set forth in the budget are authorized and may be performed without further Council direction, unless otherwise required by law. For example, some projects and contracts may be awarded and proceeded on only following a public hearing before the City Council as required by law. Otherwise, where no such procedure or public hearing is required, or otherwise directed by the City Council, the Resolution enclosed authorizes the City Manager to arrange for the performance of any such projects enumerated in the budget.
5. In addition, Section 37110 of the Government Code authorizes the City Council to expend a sum not exceeding five percent (5%) of the money accruing to the General Fund in the fiscal year for music and promotion, including promotion of a sister city and town affiliation program. The Resolution approving the budget contains a finding in that regard, that the appropriations therein contained for promotion and music do not exceed five percent (5%) of the money accruing to the General Fund.
6. The Mayor is authorized to sign all warrants on the City Treasury and all written contracts and conveyances of the City, or in his absence, the Mayor Pro Tem (Gov. Code Section 40602). Therefore, where a project is authorized by the budget, the Mayor will execute the agreement, upon approval as to form by the City Attorney, without further Council approval. The City Council may, however, in any given case, direct otherwise. The City Council may by ordinance also authorize someone other than the Mayor to perform this function (Gov. Code Section 40602).
7. The Resolution also authorizes the City Manager to make transfers of budget appropriations between classifications and activities within funds. The purpose is to allow these transfers without frequent reference to the City Council for approval.

RESOLUTION NO. 2014-22

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAKEWOOD AMENDING THE BUDGET FOR FISCAL YEAR 2013-2014, AND AUTHORIZING THE APPROPRIATION OF RESERVE FUNDS INTO APPROPRIATE FUNDS AS OF JUNE 30, 2014

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

SECTION 1. The budget for the fiscal year ending June 30, 2014, is hereby amended to reflect that funds established and monies appropriated shall not be considered as restricted totally in their availability and use, and the amounts thereof may be adjusted between funds as necessary to serve the needs of the City.

SECTION 2. The budget heretofore adopted for the fiscal year ending June 30, 2014, is amended as provided herein.

SECTION 3. Any unencumbered appropriations in the General Fund at the close of business on June 30, 2014, including grant appropriations, shall be appropriated to the Fund Balance as specified by the Governmental Fund Balance Policy. Similarly, any un-appropriated balance in the General Fund at the close of business on June 30, 2014 is hereby appropriated into the Fund Balance as specified by the Governmental Fund Balance Policy. The revenue which will be recognized as a result of the carry forward of grant appropriations shall also be carried forward into Fiscal Year 2014-2015 as budgeted revenues.

SECTION 4. Any unencumbered appropriations in any other Fund of the budget shall be appropriated to the Fund Balance as specified by the Governmental Fund Balance Policy. Any other un-appropriated balance in any other Fund of the budget at the close of business on June 30, 2014 is hereby appropriated therein to the Fund Balance as specified by the Governmental Fund Balance Policy.

SECTION 5. This Resolution shall be effective upon adoption.

ADOPTED AND APPROVED THIS 24TH DAY OF JUNE, 2014.

Mayor

ATTEST:

City Clerk

RESOLUTION NO. 2014-23

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
LAKEWOOD DETERMINING THE TOTAL ANNUAL
APPROPRIATION SUBJECT TO LIMITATION OF THE CITY
OF LAKEWOOD FOR THE FISCAL YEAR 2014-2015

WHEREAS, the City Manager has prepared and submitted to the City Council a budget for the fiscal year commencing July 1, 2014; and

WHEREAS, prior to the adoption of the budget the City Council should determine its annual appropriations that are subject to limitation pursuant to Article XIII.B of the State Constitution; and

WHEREAS, said total annual appropriation subject to limitation of the City of Lakewood has been computed by the Director of Finance in accordance with the provisions of Article XIII.B and Government Code Sections 7900, et seq., all of which are attached hereto in appropriate schedules; and

WHEREAS, the City of Lakewood has complied with all of the provisions of Article XIII.B and Government Code Section 7902 in determining the total annual appropriation subject to limitation for the Fiscal Year 2014-2015.

SECTION 1. The City Council finds this Resolution and the schedules attached hereto as presented to it for adoption at a regular meeting of the City Council of the City of Lakewood on June 24, 2014, and that fifteen days prior to such meeting the documentation used in the determination of the appropriation limit was made available to public inspection.

SECTION 2. The total annual appropriations of the City of Lakewood subject to limitation as specified in Article XIII.B of the State Constitution for the Fiscal Year 2014-2015, commencing July 1, 2014, as set forth on Exhibit A attached hereto and made a part hereof, is hereby fixed and determined to be \$29,158,830.00.

SECTION 3. The City Clerk shall certify to the adoption of this Resolution, and shall maintain said Resolution along with Exhibit A attached hereto, and made a part hereof, in her office for public inspection.

ADOPTED AND APPROVED THIS 24TH DAY OF JUNE, 2014.

Mayor

ATTEST:

City Clerk

EXHIBIT A

2012-13	2013-14	
(865,100.00)	(974,198.00)	
-	-	
(66,452.00)	(97,016.00)	
(405,480.00)	(421,441.00)	
<u>(1,337,032.00)</u>	<u>(1,492,655.00)</u>	
1,337,032.00	1,492,655.00	
34,034,828.00	36,442,685.00	
<u>35,371,860.00</u>	<u>37,935,340.00</u>	(a) Total revenues less tax & investment income revenues
27,740,739.00	28,570,901.00	Tax-related revenues
<u>27,740,739.00</u>	<u>28,570,901.00</u>	(b) Taxes subject to Gann Limit without interest
466,768.00	483,350.00	Total Investment Earnings-all funds
<u>466,768.00</u>	<u>483,350.00</u>	Total Interest less LRA interest
35,371,860.00	37,935,340.00	(a) non-tax revenues
27,740,739.00	28,570,901.00	(b)
<u>63,112,599.00</u>	<u>66,506,241.00</u>	
35,371,860.00	37,935,340.00	(a)
63,112,599.00	66,506,241.00	
<u>0.6131</u>	<u>0.5704</u>	
27,740,739.00	28,570,901.00	(b)
63,112,599.00	66,506,241.00	
<u>0.4395</u>	<u>0.4296</u>	
466,768.00	483,350.00	Interest Revenue
0.6131	0.5704	Non tax related revenues rate
<u>286,185.56</u>	<u>275,704.15</u>	Interest proceeds from non-tax revenues
466,768.00	483,350.00	Interest Revenue
0.4395	0.4296	Tax related revenues rate
<u>205,164.89</u>	<u>207,645.85</u>	Interest proceeds from tax revenues
205,164.89	207,645.85	47,433,795.00 Gann Limit
27,740,739.00	28,570,901.00	(b) 28,778,546.85 Proceeds subject to limit
<u>27,945,903.89</u>	<u>28,778,546.85</u>	60.7%

RESOLUTION NO. 2014-24

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
LAKEWOOD ADOPTING THE BUDGET AND
APPROPRIATING REVENUE FOR THE FISCAL YEAR 2014-
2015 AND FISCAL YEAR 2015-2016

WHEREAS, the City Manager has prepared and submitted to the City Council a 2014-2015 and 2015-2016 Proposed Two-Year Budget, for the fiscal year commencing July 1, 2014, and ending June 30, 2016; and

WHEREAS, the City Council has reviewed and modified the City Manager's Proposed Budget; and

WHEREAS, the City Council held a public hearing on the 2014-2015 and 2015-2016 Proposed Two-Year Budget, as modified, on June 24, 2014, where all interested persons were heard; and

WHEREAS, the City Council has considered the budget and comments thereon, and has determined it is necessary for the efficient management of the City that certain sums of revenue be appropriated to the various departments, officers, and agencies and activities of the City as set forth in said budget, and as amended.

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

SECTION 1. The first year of the two-year budget for the City of Lakewood for the fiscal year July 1, 2014 through June 30, 2015, is hereby adopted totaling an appropriation in the sum of \$68,858,170.00. The second year of the two-year budget for the City of Lakewood for the fiscal year July 1, 2015 through June 30, 2016, is hereby adopted totaling an appropriation in the sum of \$66,499,432.00.

SECTION 2. Said budget hereby adopted is the aforementioned Proposed Budget prepared by the City Manager, and as amended by the City Council, entitled "Proposed Budget, 2014-2016, City of Lakewood, California," incorporated herein as though set forth in full. Said budget is hereby adopted as the Two-Year Budget of the City of Lakewood for these fiscal years, and shall remain in full force and effect until amended or modified by the City Council.

SECTION 3. The sums of money therein set forth are hereby appropriated from the revenues of the City to the departments, functions and funds therein set forth for expenditure during Fiscal Year 2014-2015 and Fiscal year 2015-2016.

SECTION 4. The City Council hereby finds and determines that the sums of money appropriated therein for promotion and music do not exceed five percent (5%) of the money accruing to the General Fund for Fiscal Year 2014-2015 and Fiscal year 2015-2016.

SECTION 5. The City Manager is hereby authorized and directed to arrange for the performance in accordance with the terms and provisions of law, of all specific projects enumerated in said budget, and the Mayor is directed to execute all necessary contracts to carry out the same.

SECTION 6. The City Manager shall have authority to incur obligations and enter into contracts for not to exceed twenty thousand dollars (\$20,000) without prior approval of the Council, provided that such expenditures are consistent with the budget and purchasing policy.

SECTION 7. The City Manager is authorized to make transfers of budget appropriations between classifications and activities within a fund.

SECTION 8. The City Clerk shall certify to the adoption of this Resolution, and the same shall be effective July 1, 2014.

ADOPTED AND APPROVED THIS 24TH DAY OF JUNE, 2014.

Mayor

ATTEST:

City Clerk

RESOLUTION NO. 2014-25

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAKEWOOD AUTHORIZING THE DIRECTOR OF ADMINISTRATIVE SERVICES TO CERTIFY TO CITY LIGHT AND POWER LAKEWOOD, INC., THAT BASIC FEE PAYMENTS HAVE BEEN INCLUDED IN THE BUDGET

WHEREAS, the City Council by Resolution No. 97-107 on November 12, 1997, entered into an agreement for street lighting maintenance by City Light and Power Lakewood, Inc.; and

WHEREAS, the City, in Paragraph 2 of said Agreement, covenanted to take certain action as necessary to include in the budget, effective July 1 of each year during the term of the Agreement, an appropriation for all basic fee payments; and

WHEREAS, the City Council finds that there are lawful available funds, after considering all of the other obligations and anticipated revenues of the City effective July 1, 2014, to appropriate all necessary funds for the basic fee payments during the Fiscal Year 2014-2015 and Fiscal Year 2015-2016.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF LAKEWOOD DOES RESOLVE AS FOLLOWS:

SECTION 1. The Director of Administrative Services is hereby directed to furnish City Light and Power Lakewood, Inc., and its Qualified Lienholder, or successors, not later than twenty (20) days following the adoption of the budget, a certificate of the City of Lakewood that the basic fee payments due in the Fiscal Year 2014-2015 and 2015-2016 have been included in the two-year budget approved by the City Council.

SECTION 2. The City Clerk is directed to certify the adoption of this resolution.

ADOPTED AND APPROVED THIS 24TH DAY OF JUNE, 2014.

Mayor

ATTEST:

City Clerk

RESOLUTION NO. 2014-26

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAKEWOOD AUTHORIZING THE DIRECTOR OF ADMINISTRATIVE SERVICES TO CERTIFY TO CITY LIGHT AND POWER LAKEWOOD, INC., THAT BASIC FEE PAYMENTS HAVE BEEN INCLUDED IN THE BUDGET

WHEREAS, the City Council by Minute Order on February 26, 2008, entered into an agreement for Photovoltaic System maintenance by City Light and Power Lakewood, Inc.; and

WHEREAS, the City, in Section 2.05 of said Agreement, covenanted to take certain action as necessary to include in the budget, effective July 1 of each year during the term of the Agreement, an appropriation for all basic fee payments; and

WHEREAS, the City Council finds that there are lawful available funds, after considering all of the other obligations and anticipated revenues of the City effective July 1, 2014, to appropriate all necessary funds for the basic fee payments during the fiscal year 2014-2015 and Fiscal Year 2015-2016.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF LAKEWOOD DOES RESOLVE AS FOLLOWS:

SECTION 1. The Director of Administrative Services is hereby directed to furnish City Light and Power Lakewood, Inc., and its Qualified Lienholder, or successors, not later than twenty (20) days following the adoption of the budget, a certificate of the City of Lakewood that the basic fee payments due in the Fiscal Year 2014-2015 and 2015-2016 have been included in the two-year budget approved by the City Council.

SECTION 2. The City Clerk is directed to certify the adoption of this resolution.

ADOPTED AND APPROVED THIS 24TH DAY OF JUNE, 2014.

Mayor

ATTEST:

City Clerk

COUNCIL AGENDA

June 24, 2014

TO: The Honorable Mayor and City Council

SUBJECT: Financial, Operating Budget, and Capital Improvement and Replacement of Assets Policies

INTRODUCTION

Financial and budgetary policies are common and serve as a means to “put on paper” management practices that are widely known to ensure fiscal stability and viability.

STATEMENT OF FACT

The attached policies mirror the fiscally sound management practices that have been in place in the City of Lakewood for decades. The importance of these policies will be to ensure prudent fiscal management of the city in the future, and a means to convey to the public the City’s fiscal management practices.


STAFF RECOMMENDATION

It is respectfully recommended that the City Council adopt the Financial, Operating Budget, and Capital Improvement and Replacement of Assets Policies as presented.



Diane Perkin
Director of Administrative Services

Howard L. Chambers
City Manager



CITY OF LAKEWOOD

Financial Policy

Introduction

Financial policies serve as the guiding principles for the City's financial management and annual budgetary process. The purpose of financial policies is to maintain or improve an entity's financial position, financial management and credit rating(s). The City's financial policies comply with applicable state statutes.

It is the policy of the City Council that all financial transactions conducted by or on behalf of the City of Lakewood, its departments, officials and authorized agents shall be made in a manner and method that efficiently and effectively utilizes available financial resources and demonstrates good stewardship in the management of public funds and resources according to established financial management practices, accounting standards, and auditing requirements.

Applicability of Financial Policies

The financial policies adopted by the Lakewood City Council shall apply to all elected officials, employees, departments, boards, commissions, representatives and authorized agents in the performance of their official duties for or on behalf of the City of Lakewood.

Process for Amending the Financial Policies

The City Council, City Manager or Director of Finance may initiate at any time changes to the existing financial policy. In addition, the City Manager or his/her designee shall review the City's financial policies on a periodic basis. If changes to existing financial policies appear necessary and appropriate, the City Manager shall submit a recommendation to the City Council for consideration and action.

Establishment of Financial Procedures

The City Manager or his/her designee shall establish and maintain financial procedures. These procedures shall be consistent with existing financial policies and will comply with applicable state statute.

Fiscal Year, Generally Accepted Accounting Principles (GAAP), and Financial Reporting

The City's fiscal year is July 1st through June 30th.

It is the policy that:

- The City will follow accounting principles generally accepted in the United States of America as applicable to governmental units (GAAP), as promulgated by the Governmental Accounting Standards Board (GASB), in the preparation of the City's annual audited financial statements.

CITY OF LAKEWOOD

Financial Policy

- The City will submit to an annual audit by an independent certified public accountant.
- The City will annually prepare a Comprehensive Annual Financial Report (CAFR).
- The City will follow standards of full disclosure in all financial reporting and debt offering statements.

For financial reporting purposes according to generally accepted accounting principles, all unencumbered appropriations lapse at the end of the fiscal year.

The Director of Finance is responsible for establishing a solicitation and selection process for securing professional auditing services from an independent certified public accountant. Goals of the solicitation process shall include encouraging participation from qualified service providers and securing services at competitive prices.

Explanation of Measurement Focus and Basis of Accounting

The financial accounts of the City are organized and operated on the basis of funds, each of which is considered a separate accounting entity, with self-balancing set of accounts, established for the purpose of carrying on specific activities or attaining certain objectives in accordance with special regulations, restrictions or limitations.

The term "measurement focus" can be either an economic resources measurement focus where all assets and liabilities (current and long-term) are reported, or a current resources management focus where only current assets and liabilities are considered.

The term "basis of accounting" is used to describe the timing of recognition for financial transactions.

Governmental fund financial statements are reported using the current financial resources focus and modified accrual basis of accounting.

- Under the current financial resources measurement focus, generally only current assets and current liabilities are reported in the governmental funds. Governmental fund operating statements present increases (revenues and other financing sources) and decreases (expenditures and other financing uses) in net current assets.
- Under the modified accrual basis of accounting, revenues are recognized as soon as they are both measurable and available. Revenues are considered available when they are collectible within the current period or sixty (60) days after, which is considered soon enough to pay liabilities of the current fiscal year. Expenditures are recorded when the liability is incurred, except for principal and interest on general long-term liabilities, claims and judgments, and compensated absences which are recognized as expenditures only when the payment is due.

CITY OF LAKEWOOD

Financial Policy

Proprietary funds distinguish operating transactions (revenues and expenses) from non-operating. Operating revenues and expenses generally result from providing services and producing and delivering goods in connection with the fund's principal operations. All revenue and expenses not meeting this definition are reported as nonoperational revenues and expenses.

Fiduciary funds account for assets held by the city as trustee or agent for individuals, private organizations or other governmental units.

Reserves

Reserves are the difference between current assets (cash, accounts receivable, investments, etc.) and current liabilities (salary and wages payable, accounts payable, etc.) of each city fund. Reserves are also known by other names, such as rainy day funds and contingency funds.

Reserves can accumulate through planned budgeting, or due to unexpected events such as one-time revenues, unpredictable revenues, expenditures being less than originally budgeted, or the accumulation of resources through capital asset replacement and/or for prepayment of outstanding debt.

Excess reserves are amounts that exceed the target level for reserves established by the Governmental Fund Balance Policy, and are held as "unreserved" in the fund balance.

Related: Governmental Fund Balance Policy

Audit Committee and Auditor Selection

All of the City's financial records are annually subjected to an independent audit performed by a certified public accountant.

The Audit Committee serves as an oversight body on behalf of the City Council during preparation of the annual audit. The Audit Committee selects and recommends to the City Council the retention of the City's independent audit firm and, when appropriate, the removal of such firm. The external independent auditor shall be selected through a competitive process at least every five (5) years. The Committee also acts as an internal audit and review body upon request by the Mayor.

Audit Committee members, appointed by the Mayor, have expertise in the area of financial administration and auditing. The committee shall meet as needed to review the draft Comprehensive Annual Financial Report (CAFR) for recommendation to the City Council, and address matters related to finance.

CITY OF LAKEWOOD

Operating Budget Policy

Introduction

The adoption of a balanced annual operating fiscal year budget promotes efficiency and effectiveness in the management and operation of city programs and the utilization of available financial resources. It is the responsibility of all elected officials, city manager, department directors, and employees to exercise good stewardship in the management of public funds and resources according to applicable statutes city policies, and approved budgets.

The City Council shall plan the orderly operation of the city by the adoption of a balanced annual operating budget of anticipated revenues and proposed expenditures for the fiscal year.

The proposed expenditures are presented in broad classifications:

- **Employee Services** – Include regular and part-time employees, overtime wages, retirement contributions, benefits and employer costs.
- **Contract Services** – Professional and specialized services performed by firms or persons who are not employees of the City.
- **Supplies and Expenses** – Account for the operational costs that are not labor or contract services. These costs include maintenance and repair of buildings and structures, and utilities; the depreciation expense of fixed assets for the Water Utility and Fleet Maintenance Division; office expenses and specialized supplies include postage, publications, office equipment maintenance, small tools, equipment for individual departments, uniforms and safety equipment; and meeting expenses that cover travel to attend meetings of organizations of which the City is a member. This category also includes costs for lobbying efforts in Washington and Sacramento and miscellaneous training activities. Other Operating Expenses include insurance, membership dues, and the cost of groundwater replenishment and the purchase of reclaimed water.
- **Interdepartmental Charges** – Include printing and reproduction services from the City's Graphics and Copy Center and vehicle maintenance and fuel from the City's Fleet Maintenance Division. Charges are allocated to departments by use tracked by work order systems.
- **Equipment** – Includes Capital Outlay for machinery and equipment with a unit price of \$5,000 or more and a useful life longer than one year, as well as non-capital equipment valued less than \$5,000 with a useful life greater than one year.
- **Construction** – Includes Capital Outlay for construction contracts and materials.
- **Debt service** – Includes the interest and accrued costs of debt service payments on municipal, revenue and other bonds, as well as city loans to other agencies.

The proposed expenditures are also presented in broad municipal functions:

CITY OF LAKEWOOD

Operating Budget Policy

- General government
- Public safety
- Transportation
- Community development
- Health and sanitation
- Culture and leisure

Upon adoption of the budget, the proposed expenditures become appropriations of monies for that slated purpose. Use of funds shall be as appropriated unless transfers, amendments, or revisions are approved.

Responsibilities

The City manager is responsible for recommending a prudent, balance annual operating budget to the City Council for adoption.

The Director of Finance is responsible for:

- Drafting and monitoring the budget calendar.
- Coordinating departmental budget requests and development
- Coordinating and evaluating revenue and expenditure estimations, and financial impacts of budget requests.
- Ensuring requirements with applicable budgetary statutes and requirements.
- Providing the City Council the information necessary to make resource allocation decisions.
- Administering policies and procedures regarding the annual operating budget.
- Preparing periodic financial reports that monitor actual financial results as compared to the annual operating budget.

Department Directors are responsible in anticipating and providing input on annual budgetary needs, including revenue and expenditure estimates, explaining and justifying annual budget requests, and complying with the budget calendar and budgetary policies and procedures.

Budget Calendar for Single year Budget

- January – Current year mid-year review
- February – Expenditure estimates projected
- March – Revenue estimates projected

CITY OF LAKEWOOD

Operating Budget Policy

- April – Budget revenue and expenditure analysis
- April – Capital improvement projects budgeted
- May – Preliminary budget prepared
- June – City Council study session and adoption

Multi-year Budget Projection

The multi-year projection is a forecasting model that includes estimates of revenues, expenditures and reserves.

The Director of Finance shall maintain a multi-year budget projection of revenues, expenditures and reserves for the City's main operational fund, the General Fund. The projection shall be reviewed by the City Manager and updated periodically due to changes in policy, legislation, and the economy. The projection will cover a minimum of five years.

Project Accounts

Project accounts are used to track project related revenues and expenditures. These project accounts, which may have financial transactions that occur in multiple years, shall be included in the annual budget, or appropriated during the fiscal year for a specific project.

Revenue Estimation and Budgeting

The Director of Finance is responsible for coordinating and evaluating the estimation of major revenue sources included in the annual operating budget. Revenues shall be estimated using a conservative approach to avoid budget shortfalls during the fiscal year. Revenues restricted by either statute or City Council direction shall be expended in accordance with the specified intent.

If a revenue shortfall is anticipated after the annual budget is adopted, the City Manager shall submit a recommended plan to the City Council, as soon as practical but not to exceed ninety (90) days following receipt of notice from the Director of Finance, to balance the estimated fiscal year's revenues and expenditures.

Fees for Service

In an attempt to reduce the City's degree of reliance on tax revenues to fund annual operating expenditures, the city will annually identify and fully cost city provided personal-choice public services, also known as fee based services. Personal choice service is distinguishable in that it is a service received by an individual person or group, from services that are used by the community as a whole.

CITY OF LAKEWOOD

Operating Budget Policy

The city will establish fees to recover the full cost of services rendered, subject to pricing elasticity and historical trends. When possible, fees will be adjusted annually to recover inflationary cost increases to avoid large increase in any single year.

Fees for services will be reviewed annually by the Director of Finance in conjunction with the affiliated Department Director as part of the budget development cycle, who are also responsible for explaining and justifying the amount of the fees for service included in the annual proposed budget.

Use of One-time and Unpredictable Revenues

One-time revenues are the result of a unique or special event (sale of building, auction revenues, excess reserves, etc.). Unpredictable revenues are the increment of a volatile revenue source, which is above the amount that can normally be expected to be collected during a fiscal year.

One-time revenues (non-reoccurring) and unpredictable revenues shall not be used to fund on-going expenditures. On-going expenditures shall be funded with on-going sources of revenue. However, reserves may be used on a short-term basis to offset the impact of economic downturns, so long as adjustments are made to restore structural balance of the operating budget within one to two fiscal years.

At a minimum, potential uses for one-time and unpredictable revenues (including excess reserves) will be reviewed on an annual basis by the City Council as part of the operating budget development.

Operating Deficits

A current operating deficit occurs when total revenues are less than total expenditures during a given fiscal year. For the purposes of the deficit calculation, total expenses exclude one-time expenditures that have been approved by the City Council and are funded through the use of reserves (such as one-time capital projects).

The city seeks to maintain or improve fiscal stability and existing credit ratings through strong financial management, including the avoidance of operating deficits and short-term borrowing options. It is the policy of the City Council that the City's annual adopted operating budget will avoid the following situations for the General Fund:

- Two (2) consecutive years of operating deficits
- A current operating deficit greater than the previous year
- A current deficit in two (2) of the last five (5) years.

If any of the events listed above is reflected in the actual audited financial statements using the above explained calculation, the City Manager who is responsible for monitoring financial operations and reviewing the reason(s) for operating deficits, shall review and address the situation(s) in a timely manner.

CITY OF LAKEWOOD

Operating Budget Policy

Department Directors are responsible for managing their annual budgets and working with the Finance Department to anticipate potential problems. By anticipating potential problems, delays in processing financial transactions due to insufficient budgetary appropriations can be avoided.

Unexpected or Unfunded Expenditures – Budget Transfers and Amendments

Since the annual operating budget is formulated well in advance of its execution, the City Council recognizes that it may be necessary to revise the budget.

A budget transfer is defined as a change in the current fiscal year budget expenditure authority for any department that does not result in an increase in the Budget adopted by the City Council. A budget revision may involve changes in expenditure classifications (employee services, contract services, supplies and operation expenses, inter-departmental, and capital outlay) within a single department budget. A budget revision may also involve increasing a department budget and decreasing another department budget or reserve account within the same fund.

Department Directors are expected to manage their available resources, economize, and reevaluate priorities before requesting a budget transfer. However, if unexpected or unfunded expenditures must be made:

- Department Directors may authorize budget transfers within their department budget.
- The City Manager or his/her designee has the authority to authorize budget revisions to reallocate budget expenditures between department budgets, without the formal approval of the City Council.
- If the budget transfer will materially alter any specific department budget or potentially conflict with a policy direction of the City Council, then prior to authorizing and transfer, the City Manager must provide notice to the City Council.

A budget amendment is defined as an increase in the city Council adopted budget authority, at the fund level, for the current fiscal year operating budget. Budget amendments, as further clarified in the Purchasing Policy and the annual Resolution adopted by the City Council adopting the current fiscal year budget and appropriating revenue for the current year, require formal City Council approval if the amendment is \$20,000 or greater. The City Manager may authorize the following:

- Budget amendments that are less than \$20,000.00, without the formal approval of the City Council.
- Budget amendments of \$20,000.00 and greater if the budget amendment:
 - Is advisable to carry out the policies and/or priorities of the City Council.

CITY OF LAKEWOOD

Operating Budget Policy

- Is necessary to provide responsive service for urgent situations.
- Budget amendments to increase the current fiscal year expenditure budget for the General Fund in a cumulative amount up to \$250,000.00, funded from the General Fund reserve, with approval of the City Council. Any budget amendments, on a cumulative basis, which increases the expenditure budget by greater than \$250,000, funded from the General Fund reserves, require approval of the City Council.
- Budget amendments to increase the current level expenditure budget for non-General Funds, in a cumulative amount up to \$100,000.00. Any budget amendments, on a cumulative basis, which increases the expenditure budget by greater than \$100,000.00 require approval of the City Council.
- The increase of the current fiscal year expenditure budget for any city fund in any amount if the increase is funded from unanticipated grant revenue, state subvention revenue, or reimbursement revenue.
- The reallocation of existing budgeted full-time equivalent positions (FTEs) between departments. The City Manager may not increase the total number of FTEs authorized in the operational budget. The City Council must approve any increase in the authorized FTE count.

The Director of Finance is responsible for coordinating department budget transfers and ensuring compliance with this policy.

Department directors are responsible for submitting, explaining and justifying budget transfer or amendment request.

Vacation/Sick Leave Payout Estimation and Budgeting

The city budgets and appropriates sufficient funds in each budget year to pay the estimated and expected expenditures occurring during that fiscal year for the payout of accrued leave to employees:

- Who have retired or otherwise terminated their employment with the city in good standing as per the Memorandum of Understanding with the Employees group (MOU), and/or Personnel Rules, Regulations and Procedures.
- Their annual payout of excess accrued sick leave as provided for in the MOU.
- Their biweekly transfer of excess vacation and sick leave into the employees' individual retirement savings account (401a).

Encumbrances and Budgeting

An encumbrance is a commitment of budgeted funds to purchase an item or service to actual payment and prior to delivery of the item or service.

CITY OF LAKEWOOD

Operating Budget Policy

Encumbrances for outstanding purchase orders lapse at the close of the fiscal year, unless the following circumstances apply:

- The encumbrance is for a multi-year capital project
- The encumbrance is for a multi-year professional and/or contract service
- The encumbrance is for equipment already ordered that will be received in the following fiscal year.

The Director of Finance is authorized to increase budget amounts recorded in the City's financial system as necessary for the financial system to properly process, during the current fiscal year, those open encumbrances derived from outstanding purchase orders from previous fiscal years.

CITY OF LAKEWOOD

Capital Improvement Program and Replacement of Assets Policy

Capital Improvement Program/Plan

It is the policy of the City Council to adopt a five-year Capital Improvement Program/Plan (CIP). The annual CIP shall be appropriated as the City's capital improvement budget for the upcoming fiscal year.

The CIP shall be reviewed, evaluated, prioritized and updated on an annual basis in conjunction with the operating budget cycle. The CIP shall include a schedule of capital improvement projects by year, including the estimated total capital cost, estimated annual costs or savings, and anticipated funding source(s) for each project.

A capital improvement project is an investment of public or private funds in the physical assets of the city. Capital improvement projects include, but are not limited to:

- Land acquisition
- New construction or acquisition of public buildings or structures
- Remodeling and/or additions to public building or structures
- Construction of new and replacement infrastructure
 - Roads
 - Bridges
 - Water lines
 - Water wells
 - Reservoirs
 - Sewers
 - Storm drains
- Equipment, vehicles, and major computer/software systems
- Soft costs related to the above, including legal, engineering and architectural design costs
- Studies related to the above, which are preparatory to a capital project

The CIP shall meet the following objectives:

- Reflect the City's strategic planning regarding the Preserving the Neighborhood Quality of Life
- Identify all capital improvement project requests in the five-year period covered by the CIP
- Link plans for physical facilities to available financial resources
- Calculate the estimated financial impact of the five-year CIP on the City's debt structures and multi-year budget projection, including the estimated annual operating costs for each project.
- Illustrate and communicate the City's proactive control over the management and issuance of debt.
- Encourage orderly growth by informing the private sector of public facility plans.

CITY OF LAKEWOOD

Capital Improvement Program and Replacement of Assets Policy

The City Manager is responsible for presenting a five-year CIP to the City Council, and making a final recommendation to the City Council.

The Director of Public Works is responsible for preparing and submitting a preliminary CIP to the City Manager, which includes compiling agency and departmental capital improvement requests. The Director of Public Works and the Director of Finance are responsible in evaluating the impact of each request in the City's debt structure and multi-year budget projection. The Director of Public Works shall insure that project costs are indexed for estimated inflation.

Department Directors with the Director of Public Works are responsible for preparing, submitting, explaining and justifying capital improvement project requests for the annual CIP. Project requests will include a specific percentage of the project budget as a contingency amount to reduce the probability of cost overruns if the project is approved for funding.

Replacement of Assets

It is the policy of the City Council to budget for the orderly replacement of existing capital and non-capital assets through the annual operating budget and capital improvement program/plan (CIP). Capital refers to assets having a cost of \$5,000.00 or greater and have a useful life of at least five (5) years.

Funding for the replacement of capital assets shall be budgeted through the annual operating budget, unless tied to a public works project and then it is to be budgeted through the CIP.

The City Manager is responsible for recommending a prudent, well balanced annual operating budget to the City Council that includes the orderly replacement of existing capital and non-capital assets.

The Director of Finance is responsible for compiling agency and department asset replacement schedules and assisting the City Manager with a recommendation regarding the amount of asset replacement funding to include in the proposed operating budget.

Department Directors are responsible for preparing, submitting, explaining and justifying annual replacement schedules.

Financing Philosophy

It is the policy of the City Council to finance tax-supported projects included in the annual CIP with a combination of pay-as-you-go (cash) financing and debt financing. Cash financing shall be considered first before any debt is issued. If debt financing is

CITY OF LAKEWOOD
Capital Improvement Program and Replacement of Assets Policy

necessary for the annual CIP, the debt shall be issued and managed according to the Capital Financing and Debt Management Policy.

It is the policy of the City Council to finance asset replacement with either pay-as-you-go (cash) financing or lease financing through the annual operating budget. The Director of Finance shall include appropriate funding and financing for the replacement of existing capital and non-capital assets in the proposed operating budget for City Manager review.

Related – Capital Financing and Debt Management Policy, 2010

COUNCIL AGENDA

June 25, 2013

TO: The Honorable Mayor and City Council

SUBJECT: Purchasing Policy

INTRODUCTION

The City implemented a comprehensive purchasing policy reflective of best practices in the industry, as well as the municipal code, related resolutions and past practice.

STATEMENT OF FACT

The Purchasing Policy was approved on June 25, 2013. The recommended update to the policy is to include additional language regarding the purchase of fuel. The policy as amended would add fuel to the list of purchases exempt from the formal bid requirement. The formal bid process for the purchase of fuel is not applicable, as the price can be only obtained a day prior to delivery.

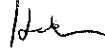
It is not uncommon for cities to have various policies relating to finances and accounting. This policy with previously adopted policies is included in the final "Adopted Fiscal Two-Year 2014-2016 Budget" book.

STAFF RECOMMENDATION

It is respectfully recommended that the City Council adopt the amended Purchasing Policy as presented.



Diane Perkin
Director of Administrative Services

Howard L. Chambers 
City Manager

RESOLUTION NO. 2014-27

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAKEWOOD AMENDING RESOLUTION NO. 2002-38 PERTAINING TO EMPLOYEE BENEFITS AND THE CLASSIFICATION AND COMPENSATION OF CITY OFFICERS AND EMPLOYEES, AND ESTABLISHING EMPLOYEE BENEFITS, DEFINING THE CONDITIONS AND HOURS OF EMPLOYMENT, AND ADOPTING A CLASSIFICATION AND COMPENSATION PLAN FOR CITY OFFICERS AND EMPLOYEES

WHEREAS, the Lakewood City Council heretofore adopted Resolutions No. 2003-38, 2003-69, 2004-35, 2005-24, 2006-34, 2007-25, 2008-32, 2009-24, 2010-30, 2011-33, 2012-29 and 2013-29 amending Resolution No. 2002-38 pertaining to Employee Benefits and the Classification and Compensation of City Officers and Employees; and

WHEREAS, Resolution 2013-29 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, 2013 through June 30, 2014; 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, 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 pay schedule;

WHEREAS, the Lakewood City Council heretofore adopted Resolution No. 2010-21 implementing section 414(h)(2) 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. 2008-76, 94-62 and 77-75 stipulating and reaffirming that the City has elected to pay member contributions to CalPERS as compensation;

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

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

WHEREAS, the Tentative Agreement, attached hereto for the fiscal years 2014-2015 and 2015-2016 along with this resolution shall constitute the City of Lakewood employee benefits, definitions and conditions of hours 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 and 2013-29 pertaining to Employee Benefits and Classification are hereby repealed.

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

SECTION 3. The Tentative Agreement, as specified in Attachment "A" attached, is hereby affirmed.

SECTION 4. The City Manager is hereby authorized and directed to execute a Memorandum of Understanding on behalf of the City, consistent with the terms of this resolution, subject to the approval as to form by the City Attorney.

SECTION 5. 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	Administration	Monday, 12:01 AM
Park Maintenance Worker (Centre)	Recreation and Community Services	Sunday, 12:01 AM
Maintenanoe Electrician (1)	Public Works	Monday, mid-shift
Media Operations Specialist I	Administration	Monday, 12:01 AM
Parking Control Offieer (2)	Administrative Services	Monday, 12:01 AM
Sr. Park Maintenance Worker (Centre)	Recreation and Community Services	Sunday, 12:01 AM

D. Fair Lahor Standards Act - Exemptions

The Fair Lahor 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. 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 Coordinators 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 Operations Superintendent
- Water Distribution Supervisor
- Facilities Maintenance Supervisor
- Fleet Manager
- Trec 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 10th year of City service. Eligibility for longevity lump sum payments shall be certified by the City Manager or his designee to the Director of 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%) of said excess. 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 will be paid for sick leave hours accrued during the calendar year of the retirement in excess of 240 hours at the rate of fifty percent (50%) of those hours.
- 2) Retiring employee will be paid for unused sick leave hours accrued prior to the calendar year in which he/she is terminating at the rate of 25% to a maximum of 60 paid hours.

All sick leave hours paid upon separation 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 June 22, 2014, as to all affected employees in the City's service on that date.

ADOPTED AND APPROVED THIS 24TH DAY OF JUNE 2014.

Mayor

ATTEST:

City Clerk

WAGE, SALARY AND CLASSIFICATION PLAN
FY 2014-2015
(Effective June 22, 2014)

GENERAL OR MISCELLANEOUS EMPLOYEES
(LAKEWOOD CITY EMPLOYEES ASSOCIATION)

Schedule		Step 1	Step 2	Step 3	Step 4	Step 5
No.	Classification	Monthly*	Monthly*	Monthly*	Monthly*	Monthly*
1A	Intermediate Clerk Typist	2940	3086	3241	3401	3572
2A	PABX Operator/Receptionist	3017	3165	3325	3490	3666
6A	Account Clerk	3327	3492	3670	3852	4045
6A	Senior Clerk	3327	3492	3670	3852	4045
7A	Maintenance Worker	3410	3578	3758	3944	4143
8A	Administrative Clerk	3495	3671	3854	4047	4251
8A	Customer Service Liaison	3495	3671	3854	4047	4251
8A	Parking Control Officer	3495	3671	3854	4047	4251
8A	Public Utility Customer Service Representative	3495	3671	3854	4047	4251
8A	Purchasing Clerk	3495	3671	3854	4047	4251
10A	Building Clerk	3676	3858	4052	4256	4469
10A	Park Maintenance Worker	3676	3858	4052	4256	4469
10A	Personnel Clerk	3676	3858	4052	4256	4469
10A	Senior Account Clerk	3676	3858	4052	4256	4469
10A	Water Maintenance Worker	3676	3858	4052	4256	4469
11A	Graphics Technician I	3762	3951	4148	4355	4574
12A	Secretary	3861	4054	4257	4471	4694
12A	Tree Trimmer I	3861	4054	4257	4471	4694
13A	Accounting Technician	3956	4154	4360	4580	4809
13A	Graphics Technician II	3956	4154	4360	4580	4809
13A	Licensed Pesticide Applicator	3956	4154	4360	4580	4809
13A	Senior Park Maintenance Worker	3956	4154	4360	4580	4809
13A	Skilled Trades Worker	3956	4154	4360	4580	4809
14A	Centre AV Technician	4054	4257	4471	4694	4929
14A	Irrigation Repair Worker	4054	4257	4471	4694	4929
14A	Light Equipment Operator	4054	4257	4471	4694	4929
14A	Media Operations Spec. I	4054	4257	4471	4694	4929
15A	Administrative Secretary	4154	4360	4580	4809	5049
15A	Fleet Maintenance Technician	4154	4360	4580	4809	5049
15A	Personnel Technician	4154	4360	4580	4809	5049
15A	Senior Water Maintenance Worker	4154	4360	4580	4809	5049
15A	Tree Trimmer II	4154	4360	4580	4809	5049
16A	Maintenance Carpenter	4260	4474	4696	4933	5179
16A	Maintenance Painter	4260	4474	4696	4933	5179
16A	Maintenance Plumber	4260	4474	4696	4933	5179
16A	Media Technician	4260	4474	4696	4933	5179
18A	Media Operations Spec. II	4476	4700	4935	5181	5443
18A	Park Maintenance Lead Worker	4476	4700	4935	5181	5443
18A	Parking Control Lead Worker	4476	4700	4935	5181	5443
18A	Public Works Aide	4476	4700	4935	5181	5443
18A	Pump Station Operator	4476	4700	4935	5181	5443
18A	Skilled Trades Lead Worker	4476	4700	4935	5181	5443
18A	Tree Lead Worker	4476	4700	4935	5181	5443
19A	Printing Services Lead Worker	4589	4817	5058	5313	5578
20A	Deputy City Clerk	4700	4935	5181	5443	5713
20A	Water Distribution Lead Worker	4700	4935	5181	5443	5713
23A	Water Production Lead Worker	5064	5317	5583	5862	6155
24A	Public Works Inspector	5191	5450	5724	6009	6310
26A	Maintenance Electrician	5450	5723	6011	6309	6627
29A	Helicopter Pilot I	5885	6178	6488	6812	7151

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

WAOE, SALARY AND CLASSIFICATION PLAN
FY 2014-2015
(Effective June 22, 2014)

SUPERVISORY AND JUNIOR ADMINISTRATIVE EMPLOYEES

Schedule		Step 1	Step 2	Step 3	Step 4	Step 5
No.	Classification	Monthly*	Monthly*	Monthly*	Monthly*	Monthly*
16B	Administrative Assistant I	4267	4481	4705	4941	5188
16B	Crime Prevention Specialist	4267	4481	4705	4941	5188
16B	Planning Technician	4267	4481	4705	4941	5188
18B	Accountant	4483	4708	4945	5191	5451
20B	Recreation Program Coordinator	4709	4946	5192	5458	5724
20B	Video Producer	4709	4946	5192	5453	5724
22B	Administrative Assistant II	4947	5194	5455	5729	6013
24B	Assistant Planner	5198	5459	5733	6020	6322
24B	Community Conservation Rep.	5198	5459	5733	6020	6322
24B	Community Services Supervisor	5198	5459	5733	6020	6322
24B	Community Transportation Supervisor	5198	5459	5733	6020	6822
24B	Electronic Media Producer	5198	5459	5733	6020	6322
24B	Human Resources Analyst	5198	5459	5733	6020	6322
24B	Media Services Coordinator	5198	5459	5733	6020	6322
26B	Housing Specialist	5467	5741	6026	6329	6645
26B	Senior Management Analyst	5467	5741	6026	6329	6645
27B	Environmental Resources Supv.	5599	5880	6173	6483	6807
27B	Facilities Maint. Supervisor	5599	5880	6173	6483	6807
27B	Fleet Manager	5599	5880	6173	6483	6807
27B	Tree & Hardscape Supervisor	5599	5880	6173	6483	6807
28B	Community Relations Manager	5739	6025	6328	6642	6978
28B	Senior Producer	5739	6025	6328	6642	6978
28B	Water Distribution Supervisor	5739	6025	6328	6642	6978
29B	Associate Planner	5885	6178	6488	6812	7151
29B	GIS Analyst	5885	6178	6488	6812	7151
29B	Water Administration Manager	5885	6178	6488	6812	7151
31B	Community Services Manager	6183	6490	6816	7158	7513
33B	Helicopter Pilot II	6489	6815	7157	7512	7888
38B	Purchasing Officer	7343	7712	8095	8500	8926

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

**WAGE, SALARY AND CLASSIFICATION PLAN
FY 2014-2015
(Effective June 22, 2014)**

MANAGEMENT AND ADMINISTRATIVE OFFICERS

Schedule		Step 1	Step 2	Step 3	Step 4	Step 5
No.	Classification	Monthly*	Monthly*	Monthly*	Monthly*	Monthly*
31B	Senior Accountant	6183	6490	6816	7158	7513
32B	Crime Prevention Manager	6338	6655	6986	7335	7703
32B	Project Manager	6338	6655	6986	7335	7703
32B	Community Development Coordinator	6338	6655	6986	7335	7703
34B	Neighborhood Preservation Mgr.	6651	6986	7334	7701	8087
35B	Senior Planner	6817	7160	7516	7891	8285
35B	Executive Assistant	6817	7160	7516	7891	8285
36B	IT Services Manager	6988	7339	7705	8088	8493
36B	Senior Project Manager	6988	7339	7705	8088	8493
36B	Finance Manager	6988	7339	7705	8088	8493
38B	Parks Superintendent	7343	7712	8095	8500	8926
40B	Asst. Dir., Rec. & Comm. Serv.	7722	8110	8516	8939	9387
40B	Asst. Director, Admin Services	7722	8110	8516	8939	9387
40B	Asst. Director, Comm. Dev.	7722	8110	8516	8939	9387
40B	Asst. Director, Public Works	7722	8110	8516	8939	9387
40B	Asst. Director of Water Resources	7722	8110	8516	8939	9387
40B	City Clerk	7722	8110	8516	8939	9387
40B	Human Resources Manager	7722	8110	8516	8939	9387
40B	Public Information Officer	7722	8110	8516	8939	9387
40B	Water Operations Superintendent	7722	8110	8516	8939	9387
43B	Assistant to the City Manager	8315	8733	9170	9627	10118

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

WAGE, SALARY AND CLASSIFICATION PLAN
FY 2014-2015
(Effective June 22, 2014)

EXECUTIVE MANAGEMENT OFFICERS

Schedule No.	Classification	Step 1 Monthly*	Step 2 Monthly*	Step 3 Monthly*	Step 4 Monthly*	Step 5 Monthly*
EACM	Assistant City Manager	12583	13213	13872	14567	15295
EDCM	Deputy City Manager	11795	12386	13005	13654	14338
EDCD	Director of Comm. Development	11795	12386	13005	13654	14338
EDAS	Director of Administrative Services	13889	14584	15312	16078	16882
EDPW	Director of Public Works	12583	13213	13872	14567	15295
EDRS	Director of Recreation and Community Services	11795	12386	13005	13654	14338
EDWR	Director of Water Resources	11967	12565	13192	13852	14544
CM	City Manager	18750				

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

**WAOE, SALARY AND CLASSIFICATION PLAN
FY 2015-2016
(Effective June 21, 2015)**

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

Schedule		Step 1	Step 2	Step 3	Step 4	Step 5
Nc.	Classification	Monthly*	Monthly*	Monthly*	Monthly*	Monthly*
1A	Intermediate Clerk Typist	2999	3148	3306	3470	3544
2A	PABX Operator/Receptionist	3077	3228	3392	3560	3740
6A	Account Clerk	3394	3562	3743	3929	4125
6A	Senior Clerk	3394	3562	3743	3929	4126
7A	Maintenance Worker	3478	3650	3833	4023	4226
8A	Administrative Clerk	3564	3745	3931	4127	4335
8A	Customer Service Liaison	3564	3745	3931	4127	4336
8A	Parking Control Officer	3564	3745	3931	4127	4336
8A	Public Utility Customer Service Representative	3564	3745	3931	4127	4336
8A	Purchasing Clerk	3554	3745	3931	4127	4335
10A	Building Clerk	3749	3935	4133	4341	4558
10A	Park Maintenance Worker	3749	3935	4133	4341	4558
10A	Personnel Clerk	3749	3935	4133	4341	4558
10A	Senior Account Clerk	3749	3935	4133	4341	4558
10A	Water Maintenance Worker	3749	3935	4133	4341	4558
11A	Graphics Technician I	3837	4030	4231	4442	4865
12A	Secretary	3938	4135	4342	4561	4788
12A	Tree Trimmer I	3938	4135	4342	4561	4788
13A	Accounting Technician	4035	4237	4447	4671	4905
13A	Graphics Technician II	4035	4237	4447	4671	4905
13A	Licensed Pesticide Applicator	4035	4237	4447	4671	4905
13A	Senior Park Maintenance Worker	4035	4237	4447	4671	4905
13A	Skilled Trades Worker	4035	4237	4447	4671	4905
14A	Centre AV Technician	4135	4342	4561	4788	5028
14A	Irrigation Repair Worker	4135	4342	4561	4788	5028
14A	Light Equipment Operator	4135	4342	4561	4788	5028
14A	Media Operations Spec. I	4135	4342	4561	4788	5028
15A	Administrative Secretary	4237	4447	4671	4905	5150
15A	Fleet Maintenance Technician	4237	4447	4671	4905	5150
15A	Personnel Technician	4237	4447	4671	4905	5150
15A	Senior Water Maintenance Worker	4237	4447	4671	4905	5150
15A	Tree Trimmer II	4237	4447	4671	4905	5150
15A	Maintenance Carpenter	4345	4563	4790	5032	5282
16A	Maintenance Painter	4345	4563	4790	5032	5282
16A	Maintenance Plumber	4345	4563	4790	5032	5282
16A	Media Technician	4345	4563	4790	5032	5282
18A	Media Operations Spec. II	4566	4794	5034	5285	5551
18A	Park Maintenance Lead Worker	4566	4794	5034	5285	5551
18A	Parking Control Lead Worker	4566	4794	5034	5285	5551
18A	Public Works Aide	4566	4794	5034	5285	5551
18A	Pump Station Operator	4566	4794	5034	5285	5551
18A	Skilled Trades Lead Worker	4566	4794	5034	5285	5551
18A	Tree Lead Worker	4566	4794	5034	5285	5551
19A	Printing Services Lead Worker	4681	4914	5159	5419	5689
20A	Deputy City Clerk	4794	5034	5285	5551	5827
20A	Water Distribution Lead Worker	4794	5034	5285	5551	5827
23A	Water Production Lead Worker	6165	5423	5695	5979	5278
24A	Public Works Inspector	5294	5559	5838	6129	5435
26A	Maintenance Electrician	6559	5637	6131	6435	6759
29A	Helicopter Pilot I	6003	6302	6617	6949	7295

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

WAGE, SALARY AND CLASSIFICATION PLAN
FY 2015-2016
(Effective June 21, 2015)

SUPERVISORY AND JUNIOR ADMINISTRATIVE EMPLOYEES

Schedule No.	Classification	Step 1 Monthly*	Step 2 Monthly*	Step 3 Monthly*	Step 4 Monthly*	Step 5 Monthly*
16B	Administrative Assistant I	4352	4571	4799	5040	5292
16B	Crime Prevention Specialist	4352	4571	4799	5040	5292
16B	Planning Technician	4352	4571	4799	5040	5292
18B	Accountant	4573	4302	5043	5294	5560
18B	Supervising Parking Control Officer	4573	4802	5043	5294	5560
20B	Recreation Program Coordinator	4803	5945	5296	5562	5338
20B	Video Producer	4803	5045	5296	5562	5838
22B	Administrative Assistant II	5046	5298	5565	5843	6134
24B	Assistant Planner	5302	5568	5848	6141	6448
24B	Community Conservation Rep.	5302	5568	5848	6141	6448
24B	Community Services Supervisor	5302	5568	5848	6141	6448
24B	Community Transportation Supervisor	5302	5568	5848	6141	6448
24B	Electronic Media Producer	5302	5568	5848	6141	6448
24B	Human Resources Analyst	5302	5568	5848	6141	6448
24B	Media Services Coordinator	5302	5568	5848	6141	6448
26B	Housing Specialist	5576	5856	6147	6455	6778
26B	Senior Management Analyst	5576	5856	6147	6455	6778
27B	Environmental Resources Supv.	5711	5998	6297	6613	6943
27B	Facilities Maint. Supervisor	5711	5998	6297	6613	6943
27B	Fleet Manager	5711	5998	6297	6613	6943
27B	Tree & Hardscape Supervisor	5711	5998	6297	6613	6943
28B	Community Relations Manager	5854	6146	6454	6775	7113
28B	Senior Producer	5854	6146	6454	6775	7118
28B	Water Distribution Supervisor	5854	6146	6454	6775	7118
29B	Associate Planner	6003	6302	6617	6949	7295
29B	GIS Analyst	6003	6302	6617	6949	7295
29B	Water Administration Manager	6003	6302	6617	6949	7295
31B	Community Services Manager	6307	6620	6952	7302	7663
33B	Helicopter Pilot II	6619	6951	7300	7862	8046
88B	Purchasing Officer	7490	7886	8257	8670	9105

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

**WAGE, SALARY AND CLASSIFICATION PLAN
FY 2015-2016
(Effective June 21, 2015)**

MANAGEMENT AND ADMINISTRATIVE OFFICERS

Schedule No.	Classification	Step 1 Monthly*	Step 2 Monthly*	Step 3 Monthly*	Step 4 Monthly*	Step 5 Monthly*
31B	Senior Accountant	6307	6620	6952	7302	7663
32B	Crime Prevention Manager	6465	6788	7125	7482	7858
32B	Project Manager	6465	6788	7125	7482	7858
32B	Community Development Coordinator	6465	6788	7125	7482	7858
34B	Neighborhood Preservation Mgr.	6784	7125	7481	7855	8249
35B	Senior Planner	6953	7303	7667	8048	8451
35B	Executive Assistant	6953	7303	7667	8048	8451
36B	IT Services Manager	7128	7485	7859	8250	8663
36B	Senior Project Manager	7128	7485	7859	8250	8663
36B	Finance Manager	7128	7485	7859	8250	8663
38B	Parks Superintendent	7490	7866	8257	8670	9105
40B	Asst. Dir., Rec. & Comm. Serv.	7877	8272	8686	9118	9574
40B	Asst. Director, Admin Services	7877	8272	8686	9118	9574
40B	Asst. Director, Comm. Dev.	7877	8272	8686	9118	9574
40B	Asst. Director, Public Works	7877	8272	8686	9118	9574
40B	Asst. Director of Water Resources	7877	8272	8686	9118	9574
40B	City Clerk	7877	8272	8686	9118	9574
40B	Human Resources Manager	7877	8272	8686	9118	9574
40B	Public Information Officer	7877	8272	8686	9118	9574
40B	Water Operations Superintendent	7877	8272	8686	9118	9574
43B	Assistant to the City Manager	8482	8908	9354	9819	10320

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

WAGE, SALARY AND CLASSIFICATION PLAN
FY 2015-2016
(Effective June 21, 2015)

EXECUTIVE MANAGEMENT OFFICERS

Schedule		Step 1	Step 2	Step 3	Step 4	Step 5
No.	Classification	Monthly*	Monthly*	Monthly*	Monthly*	Monthly*
EACM	Asst. City Mgr	12835	13477	14150	14858	15601
EDCM	Deputy City Manager	12031	12633	13265	13927	14625
EDAS	Director of Administrative Services	14166	14876	15618	16400	17219
EDCD	Director of Comm. Dev	12031	12633	13265	13927	14625
EDPW	Director of Public Works	12835	13477	14150	14858	15601
EDRS	Director of Recreation and Community Services	12031	12633	13265	13927	14625
EDWR	Director of Water Resources	12206	12816	13456	14129	14835

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

RESOLUTION NO. 2014-28

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAKEWOOD REPEALING RESOLUTION NO. 2013-30 PERTAINING TO HOURLY-RATED PART-TIME EMPLOYEES AND ENACTING A PERSONNEL RESOLUTION ESTABLISHING THE COMPENSATION, RULES AND REGULATIONS PERTAINING TO HOURLY-RATED PART-TIME EMPLOYEES.

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

SECTION 1. Resolution No. 2013-30, a resolution of the City Council of the City of Lakewood establishing the salaries and compensation of hourly-rated part-time employees and repealing previous resolution on the same subject matter, adopted by the City Council on June 24, 2014 is hereby repealed.

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

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

1. Compensation. Hourly-rated part-time officers and employees shall be compensated for said service in accordance with the job description and hourly rates incorporated herein as Attachment A.

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

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

SECTION 4. This Resolution shall become effective the 22nd day of June 2014.

ADOPTED AND APPROVED THIS 24TH DAY OF JUNE, 2014.

Mayor

ATTEST:

City Clerk

WAGE, SALARY AND CLASSIFICATION PLAN
FY 2012-2013
(Effective June 24, 2012)

GENERAL OR MISCELLANEOUS EMPLOYEES
(LAKEWOOD CITY EMPLOYEES ASSOCIATION)

Schedule No.	Classification	Step 1 Monthly*	Step 2 Monthly*	Step 3 Monthly*	Step 4 Monthly*	Step 5 Monthly*
1A	Intermediate Clerk Typist	2799	2937	3085	3238	3400
2A	PABX Operator/Receptionist	2871	3013	3165	3322	3490
6A	Account Clerk	3167	3324	3493	3667	3851
6A	Senior Clerk	3167	3324	3493	3667	3851
7A	Maintenance Worker	3246	3406	3577	3754	3944
8A	Administrative Clerk	3326	3494	3668	3852	4047
8A	Customer Service Clerk	3326	3494	3668	3852	4047
8A	Customer Service Liaison	3326	3494	3668	3852	4047
8A	Parking Control Officer	3326	3494	3668	3852	4047
8A	Public Utility Customer Service Representative	3326	3494	3668	3852	4047
8A	Purchasing Clerk	3326	3494	3668	3852	4047
8A	Stenographer Clerk	3326	3494	3668	3852	4047
10A	Building Clerk	3499	3672	3857	4051	4254
10A	Park Maintenance Worker	3499	3672	3857	4051	4254
10A	Personnel Clerk	3499	3672	3857	4051	4254
10A	Senior Account Clerk	3499	3672	3857	4051	4254
10A	Water Maintenance Worker	3499	3672	3857	4051	4254
11A	Graphics Technician I	3581	3761	3948	4145	4354
12A	Secretary	3675	3858	4052	4256	4468
12A	Tree Trimmer I	3675	3858	4052	4256	4468
13A	Accounting Technician	3765	3954	4150	4359	4578
13A	Graphics Technician II	3765	3954	4150	4359	4578
13A	Licensed Pesticide Applicator	3765	3954	4150	4359	4578
13A	Senior Park Maintenance Worker	3765	3954	4150	4359	4578
13A	Skilled Trades Worker	3765	3954	4150	4359	4578
14A	Centre AV Technician	3858	4052	4256	4468	4692
14A	Irrigation Repair Worker	3858	4052	4256	4468	4692
14A	Light Equipment Operator	3858	4052	4256	4468	4692
14A	Media Operations Spec. I	3858	4052	4256	4468	4692
15A	Administrative Secretary	3954	4150	4359	4578	4806
15A	Fleet Maintenance Technician	3954	4150	4359	4578	4806
15A	Personnel Technician	3954	4150	4359	4578	4806
15A	Senior Water Maintenance Worker	3954	4150	4359	4578	4806
15A	Tree Trimmer II	3954	4150	4359	4578	4806
16A	Maintenance Carpenter	4055	4258	4470	4695	4929
16A	Maintenance Painter	4055	4258	4470	4695	4929
16A	Maintenance Plumber	4055	4258	4470	4695	4929
16A	Media Technician	4055	4258	4470	4695	4929
18A	Media Operations Spec. II	4261	4473	4697	4932	5180
18A	Park Maintenance Lead Worker	4261	4473	4697	4932	5180
18A	Parking Control Lead Worker	4261	4473	4697	4932	5180
18A	Public Works Aide	4261	4473	4697	4932	5180
18A	Pump Station Operator	4261	4473	4697	4932	5180
18A	Skilled Trades Lead Worker	4261	4473	4697	4932	5180
18A	Tree Lead Worker	4261	4473	4697	4932	5180
19A	Printing Services Lead Worker	4368	4585	4814	5057	5309
20A	Deputy City Clerk	4473	4697	4932	5180	5438
20A	Water Distribution Lead Worker	4473	4697	4932	5180	5438
23A	Water Production Lead Worker	4820	5061	5314	5580	5859
24A	Public Works Inspector	4941	5187	5448	5719	6006
26A	Maintenance Electrician	5187	5447	5721	6005	6307
29A	Helicopter Pilot I	5602	5881	6175	6484	6807

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

WAGE, SALARY AND CLASSIFICATION PLAN
FY 2012-2013
(Effective June 24, 2012)

SUPERVISORY AND JUNIOR ADMINISTRATIVE EMPLOYEES

Schedule No.	Classification	Step 1 Monthly*	Step 2 Monthly*	Step 3 Monthly*	Step 4 Monthly*	Step 5 Monthly*
16B	Administrative Assistant I	4061	4265	4478	4703	4938
16B	Crime Prevention Specialist	4061	4265	4478	4703	4938
16B	Planning Technician	4061	4265	4478	4703	4938
16B	Supervising Parking Control Officer	4061	4265	4478	4703	4938
20B	Community Event Specialist	4482	4708	4942	5190	5448
20B	Video Producer	4482	4708	4942	5190	5448
22B	Administrative Assistant II	4709	4944	5193	5453	5724
24B	Assistant Planner	4947	5196	5457	5730	6017
24B	Community Conservation Rep.	4947	5196	5457	5730	6017
24B	Community Services Coordinator	4947	5196	5457	5730	6017
24B	Electronic Media Producer	4947	5196	5457	5730	6017
24B	Human Resources Analyst	4947	5196	5457	5730	6017
24B	Media Services Coordinator	4947	5196	5457	5730	6017
26B	Housing Specialist	5204	5465	5736	6024	6325
26B	Senior Management Analyst	5204	5465	5736	6024	6325
27B	Environmental Resources Supv.	5329	5597	5876	6171	6479
27B	Facilities Maint. Supervisor	5329	5597	5876	6171	6479
27B	Fleet Manager	5329	5597	5876	6171	6479
27B	Tree& Hardscape Supervisor	5329	5597	5876	6171	6479
28B	Community Relations Manager	5463	5735	6023	6322	6642
28B	Executive Assistant	5463	5735	6023	6322	6642
28B	Water Distribution Supervisor	5463	5735	6023	6322	6642
29B	Administrative Coordinator	5602	5881	6175	6484	6807
29B	Associate Planner	5602	5881	6175	6484	6807
29B	GIS Analyst	5602	5881	6175	6484	6807
29B	Water Administration Manager	5602	5881	6175	6484	6807
31B	Community Services Manager	5885	6177	6488	6814	7151
33B	Helicopter Pilot II	6176	6487	6813	7150	7508
38B	Purchasing Officer	6990	7340	7705	8091	8496

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

WAGE, SALARY AND CLASSIFICATION PLAN
FY 2012-2013
(Effective June 24, 2012)

MANAGEMENT AND ADMINISTRATIVE OFFICERS

Schedule No.	Classification	Step 1 Monthly*	Step 2 Monthly*	Step 3 Monthly*	Step 4 Monthly*	Step 5 Monthly*
31B	Senior Accountant	5885	6177	6488	6814	7151
32B	Crime Prevention Manager	6033	6334	6649	6982	7332
32B	Project Manager	6033	6334	6649	6982	7332
34B	Neighborhood Preservation Mgr.	6331	6649	6981	7330	7698
35B	Senior Planner	6489	6815	7154	7510	7886
36B	IT Services Manager	6651	6985	7334	7699	8084
36B	Senior Project Manager	6651	6985	7334	7699	8084
36B	Finance Manager	6651	6985	7334	7699	8084
38B	Parks Superintendent	6990	7340	7705	8091	8496
40B	Asst. Dir., Rec. & Comm. Serv.	7350	7719	8105	8509	8935
40B	Asst. Director, Admin Services	7350	7719	8105	8509	8935
40B	Asst. Director, Comm. Dev.	7350	7719	8105	8509	8935
40B	Asst. Director, Public Works	7350	7719	8105	8509	8935
40B	City Clerk	7350	7719	8105	8509	8935
40B	Human Resources Manager	7350	7719	8105	8509	8935
40B	Public Information Officer	7350	7719	8105	8509	8935
40B	Water Operations Superintendent	7350	7719	8105	8509	8935
43B	Assistant to the City Manager	7915	8313	8728	9163	9621

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

WAGE, SALARY AND CLASSIFICATION PLAN
FY 2012-2013
(Effective June 24, 2012)

EXECUTIVE MANAGEMENT OFFICERS

Schedule No.	Classification	Step 1 Monthly*	Step 2 Monthly*	Step 3 Monthly*	Step 4 Monthly*	Step 5 Monthly*
EDCM	Deputy City Manager	10474	10998	11548	12125	12731
EDCD	Director of Community Development	11227	11789	12378	12997	13648
EDRS	Director of Recreation and Community Services	11227	11789	12378	12997	13648
EDWR	Director of Water Resources	11390	11959	12557	13185	13884
EDPW	Director of Public Works	11977	12577	13204	13865	14558
EACM	Assistant City Manager	11977	12577	13204	13865	14558
EDAS	Director of Administrative Services	13220	13882	14574	15304	16069
CM	City Manager	18750				

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

RESOLUTION 2014-29

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
LAKEWOOD AMENDING THE PERSONNEL RULES,
REGULATIONS AND PROCEDURES PERTAINING TO
RESTRICTIONS ON NEPOTISM

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

SECTION 1. The Personnel Rules, Regulations and Procedures, heretofore adopted by the City Council pursuant to Section 2103 of the Lakewood Municipal Code are hereby amended by revising the following sections attached hereto and made a part hereof as though set forth in full:

A. 18.1 Restrictions on Nepotism

SECTION 2. These rules have been adopted following the posting of a public notice in the City Hall at least five (5) days prior thereto.

SECTION 3. The City Clerk shall certify the adoption of the amended rules attached to be made a part of the Personnel Rules, Regulations and Procedures of the City.

ADOPTED AND APPROVED THIS 24TH DAY OF JUNE, 2014.

Mayor

ATTEST:

City Clerk

18.0 RESTRICTIONS ON NEPOTISM

- 18.1 **Restrictions on Nepotism.** (revised - Resolution No. 2007-27, June 26, 2007) 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 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.

RESOLUTION NO. 2014-30

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
LAKEWOOD AMENDING AND RENEWING A COMMUNITY
RECREATION PROGRAM AGREEMENT WITH THE ABC
UNIFIED SCHOOL DISTRICT

WHEREAS, the City of Lakewood, a municipal corporation, sometimes hereinafter referred to as "City," and the ABC Unified School District of Los Angeles County, California, sometimes hereinafter referred to as "District," have made and entered into a written agreement entitled "Agreement - Community Recreation Program - Joint Exercise of Powers," dated February 13, 1973; and

WHEREAS, the said agreement provides for community recreation programs to be performed by the City or District upon property of the District or City in accordance with the terms and provisions of said agreement and the resolution designating said program; and

WHEREAS, the City and District each year thereafter have entered into resolutions authorizing a community recreational program pursuant to the terms and provisions of said agreement during the fiscal year; and

WHEREAS, the City and District desire to renew said community recreation program for the current fiscal year commencing July 1, 2014 and ending June 30, 2015 subject to the terms and provisions of said agreement, and as hereinafter provided.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF LAKEWOOD DOES
RESOLVE AS FOLLOWS:

SECTION 1. District Approval Required

This resolution is subject to approval of the governing board of the ABC Unified School District, and shall not be effective for any purpose until approved by such governing board.

SECTION 2. Community Recreation and Joint Powers Agreement to Govern.

Upon acceptance and approval of this resolution by the governing board of the District, the agreement entitled "Agreement - Community Relation Program - Joint Exercise of Powers," dated February 13, 1973, shall govern the term and provisions of this Community Recreation Program, except as otherwise provided in this resolution.

SECTION 3. City's Community Recreation Program

A Community Recreation Program shall be conducted by the City on the following land, buildings and facilities of the District, and during the following items:

Any and all land, buildings and facilities at Palms Elementary school, and at any time, subject to approval of the District.

SECTION 4. District's Recreation Program.

A Community Recreation Program shall be conducted by the District on the following land, facilities and buildings of the City during the following times:

Any and all land, buildings and facilities at Palms Park, and at any time, subject to approval of the City.

SECTION 5. Fees and Charges.

The City reserves the right to recover part of its expenses of said Community Recreation Program, such as field trips, etc. through the collection of fees from participants. The amount of said fees shall be determined by the City, but shall be reasonable enough to encourage rather than discourage participation in the Community Relation Program. All monies so collected shall remain the property of the City.

SECTION 6. Term.

This resolution and the services hereunder shall be effective July 1, 2014 and ending June 30, 2015, and shall be subject to earlier termination as provided in the aforementioned agreement.

ADOPTED AND APPROVED THIS 24th DAY OF JUNE, 2014.

Mayor

ATTEST:

City Clerk

APPROVAL BY ABC UNIFIED SCHOOL DISTRICT

The aforementioned resolution was approved by the governing board of the ABC Unified School District, at a meeting thereof held on _____, and entered into the minutes of said meeting.

Dated: _____

Clerk of the Board

RESOLUTION NO. 2014-31

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
LAKEWOOD RENEWING AN AGREEMENT BETWEEN THE
CITY OF LAKEWOOD AND COMMUNITY FAMILY
GUIDANCE CENTER PROVIDING COUNSELING SERVICES
FOR FAMILIES AND JUVENILE RESIDENTS OF THE CITY
OF LAKEWOOD FOR THE FISCAL YEAR 2014-2015

WHEREAS, the City is desirous of contracting with Community Family Guidance Center for the performance of counseling services for families and juvenile residents of the City of Lakewood; and

WHEREAS, Community Family Guidance possesses the manpower, equipment and skills requisite and necessary to furnish said services for the City; and

WHEREAS, the City Council has determined that providing counseling services for families and juvenile residents is a public purpose and for general welfare and public benefit;

WHEREAS, the City has allocated \$9,000 in the 2014-2015 budget for the purpose of providing intake and assessment, individual therapy for children and parents, group therapy, family therapy, parent education classes, and other counseling services to residents of the City;

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF LAKEWOOD DOES RESOLVE AS FOLLOWS:

SECTION 1. That certain agreement entitled "Agreement for Services," between the City of Lakewood, a municipal corporation, and Community Family Guidance Center, a non-profit corporation, for counseling services for families and juvenile residents of the City of Lakewood is hereby renewed for the fiscal year 2014-2015, commencing July 1, 2014 and ending June 30, 2015.

SECTION 2. The Mayor and the City Clerk are hereby authorized and directed to execute said Amendment to Agreement by and on behalf of the City of Lakewood. Said Amendment to Agreement shall be effective when approved by the Community Family Guidance Center.

ADOPTED AND APPROVED THIS 24TH DAY OF JUNE, 2014.

Mayor

ATTEST:

City Clerk

ACCEPTANCE BY COMMUNITY FAMILY GUIDANCE CENTER

THE UNDERSIGNED, being the _____ of COMMUNITY FAMILY GUIDANCE CENTER, a non-profit corporation, does hereby certify and state that they are authorized and directed to accept this Amendment to Agreement by and on behalf of the Community Family Guidance Center, and that Community Family Guidance Center, does hereby agree to the extension of said agreement for the fiscal year 2014-2015 as set forth in said agreement and this resolution.

COMMUNITY FAMILY GUIDANCE CENTER

By _____

Title _____

RESOLUTION NO. 2014-32

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAKEWOOD RENEWING THE AGREEMENT BETWEEN THE CITY OF LAKEWOOD AND THE HUMAN SERVICES ASSOCIATION (HSA) TO PROVIDE SERVICES FOR SENIOR ADULT RESIDENTS OF THE CITY OF LAKEWOOD FOR THE FISCAL YEAR 2014-2015

WHEREAS, the City is desirous of contracting with the Human Services Association for providing services for senior adult residents of the City of Lakewood, including congregate and home delivered meals; and

WHEREAS, the Human Services Association possesses the manpower, equipment and skills requisite and necessary to furnish said services for the City; and

WHEREAS, the City has allocated the sum of \$4,500 in the 2014-2015 budget for this service;

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF LAKEWOOD DOES RESOLVE AS FOLLOWS:

SECTION 1. That certain agreement entitled "Agreement for Services," between the City of Lakewood, a municipal corporation, and the Human Services Association, a community non-profit corporation, that will provide services, including congregate home delivered meals for senior residents of the City of Lakewood is hereby renewed for the fiscal year 2014-2015, commencing July 1, 2014 and ending June 30, 2015.

SECTION 2. The Mayor and the City Clerk are hereby authorized and directed to execute said Amendment to Agreement by and on behalf of the City of Lakewood. Said Amendment to Agreement shall be effective when approved by Human Services Association.

ADOPTED AND APPROVED THIS 24TH DAY OF JUNE, 2014.

Mayor

ATTEST:

City Clerk

ACCEPTANCE BY HUMAN SERVICES ASSOCIATION

THE UNDERSIGNED, being the _____ of the HUMAN SERVICES ASSOCIATION, a non-profit corporation, does hereby certify and state that they are authorized and directed to accept this Amendment to Agreement by and on behalf of the HUMAN SERVICES ASSOCIATION, and that the HUMAN SERVICES ASSOCIATION, does hereby agree to the extension of said agreement for the fiscal year 2014-2015 as set forth in said agreement and this resolution.

HUMAN SERVICES ASSOCIATION

By _____

Title _____

RESOLUTION NO. 2014-33

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
LAKEWOOD RENEWING AN AGREEMENT BETWEEN THE
CITY OF LAKEWOOD AND LAKEWOOD MEALS ON
WHEELS FOR THE FISCAL YEAR 2014-2015

WHEREAS, Lakewood Meals on Wheels, since 1975, has recruited citizens for voluntary services to the community; and

WHEREAS, these services involve the home delivery of nutritional meals to the elderly, handicapped and convalescing, thereby reducing or eliminating the need for premature or prolonged institutionalization; and

WHEREAS, the foregoing is a public purpose and for the general welfare and public benefit of the City of Lakewood; and

WHEREAS, the City Council for the fiscal year 2014-2015 budgeted \$10,500 to reimburse Lakewood Meals on Wheels for payments made for travel to volunteers performing these services for said Meals on Wheels and for meal cost subsidy for low-income Lakewood residents.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF LAKEWOOD DOES RESOLVE AS FOLLOWS:

SECTION 1. That certain agreement entitled "Agreement for Services," between the City of Lakewood, a municipal corporation, and Lakewood Meals on Wheels, a non-profit corporation, providing meals for convalescent, elderly and handicapped residents of the City of Lakewood, is hereby renewed for the fiscal year 2014-2015 commencing July 1, 2014 and ending June 30, 2015.

SECTION 2. The Mayor and the City Clerk are hereby authorized and directed to execute said Amendment to Agreement by and on behalf of the City of Lakewood. Said Amendment to Agreement shall be effective when approved by Lakewood Meals on Wheels.

ADOPTED AND APPROVED THIS 24TH DAY OF JUNE, 2014.

Mayor

ATTEST:

City Clerk

ACCEPTANCE BY LAKEWOOD MEALS ON WHEELS

THE UNDERSIGNED, being the _____ of LAKEWOOD MEALS ON WHEELS, a non-profit corporation, does hereby certify and state that they are authorized and directed to accept this Amendment to Agreement by and on behalf of the Lakewood Meals on Wheels, and that Lakewood Meals on Wheels, does hereby agree to the extension of said agreement for the fiscal year 2014-2015 as set forth in said agreement and this resolution.

LAKEWOOD MEALS ON WHEELS

By _____

Title _____

RESOLUTION NO. 2014-34

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAKEWOOD RENEWING AN AGREEMENT BETWEEN THE CITY OF LAKEWOOD AND THE PATHWAYS VOLUNTEER HOSPICE, INC. PROVIDING SERVICES FOR TERMINALLY ILL RESIDENTS OF THE CITY OF LAKEWOOD FOR THE FISCAL YEAR 2014-2015

WHEREAS, the City is desirous of contracting with the Pathways Volunteer Hospice, Inc. for the performance of support services for the terminally ill residents and support services to their family members of the City of Lakewood; and

WHEREAS, Pathways Hospice possesses the manpower, equipment and skills requisite and necessary to furnish said services for the City; and

WHEREAS, the City Council has determined that providing case management, volunteer supervision and bereavement services to Lakewood residents is a public purpose, and for the general welfare and public benefit;

WHEREAS, the GRANTEE has allocated \$9,000.00 in the 2014-2015 budget for the purpose of providing services to terminally ill residents of the City of Lakewood and support services to their family members; and

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF LAKEWOOD DOES RESOLVE AS FOLLOWS:

SECTION 1. That certain agreement entitled "Agreement for Services for the Terminally Ill," between the City of Lakewood, a municipal corporation, and the Pathways Volunteer Hospice, Inc., a community non-profit charitable service, for services for the terminally ill residents of the City of Lakewood is hereby renewed for the fiscal year 2014-2015, commencing July 1, 2014 and ending June 30, 2015.

SECTION 2. The Mayor and the City Clerk are hereby authorized and directed to execute said Amendment to Agreement by and on behalf of the City of Lakewood. Said Amendment to Agreement shall be effective when approved by Pathways Volunteer Hospice, Inc.

ADOPTED AND APPROVED THIS 24TH DAY OF JUNE, 2014.

Mayor

ATTEST:

City Clerk

ACCEPTANCE BY PATHWAYS VOLUNTEER HOSPICE, INC.

THE UNDERSIGNED, being the _____ of PATHWAYS VOLUNTEER HOSPICE, INC., a non-profit corporation, does hereby certify and state that they are authorized and directed to accept this Amendment to Agreement by and on behalf of the Pathways Volunteer Hospice, Inc., and that Pathways Volunteer Hospice, Inc., does hereby agree to the extension of said agreement for the fiscal year 2014-2015 as set forth in said agreement and this resolution.

PATHWAYS VOLUNTEER HOSPICE, INC.

By _____

Title _____

COUNCIL AGENDA

June 24, 2014

TO: The Honorable Mayor and City Council

SUBJECT: Renewal of Grounds Maintenance Agreement for Iacoboni Library,
Los Angeles County

INTRODUCTION

The City of Lakewood has maintained the grounds of the Iacoboni Library for the past thirty years. The existing agreement is due to expire June 30, 2014 and the County has requested the City to renew the agreement.

STATEMENT OF FACT

The County of Los Angeles has requested renewal of the Grounds Maintenance Agreement for County property located at the Iacoboni Library. With the renewal of this agreement, the City projects a continued high level of grounds and tree maintenance that has been provided for this County facility since 1974.

The term of the agreement for the Iacoboni Library is for July 1, 2014 to June 30, 2019. In consideration of the City providing the grounds maintenance to this facility, the County agrees to pay \$25,598.94 for the fiscal year 2014-15 and increase the payment 2% yearly to an amount of \$27,709.12 for the fiscal year 2018-19. The City Attorney has approved the agreement.

SUMMARY

The City of Lakewood agrees with the County of Los Angeles' proposal for continued grounds maintenance services to County facilities at the Iacoboni Library for the term of July 1, 2014 to June 30, 2019.

RECOMMENDATION

Staff recommends the City Council approve the Grounds Maintenance Agreement for the Iacoboni Library for five years, July 1, 2014 to June 30, 2019.

Lisa Litzinger, Director
Recreation & Community Services



Howard L. Chambers
City Manager



COUNCIL AGENDA

June 24, 2014

TO: The Honorable Mayor and City Council

SUBJECT: Lakewood Meals on Wheels Rental, Inc. (M.O.W) Agreement

INTRODUCTION

The City of Lakewood recommends the approval of the Lakewood Meals on Wheels, Inc. (M.O.W.) agreement to provide program services for home delivery of nutritional meals for elderly and disabled residents at the Burns Community Center for the period of July 1, 2014 through June 30, 2019.

STATEMENT OF FACT

Founded in 1975, M.O.W. is a California nonprofit corporation organized for the purpose of providing home delivery of nutritional meals to the elderly, handicapped and convalescing residents of Lakewood, thereby reducing or eliminating the need for premature or prolonged institutionalization. The program operates Monday through Friday, 8:30 a.m. to 4 p.m. and prepares an average of 55 meals per day for delivery. Over 90 M.O.W. volunteers deliver the meals to residents each week.

SUMMARY

M.O.W. has consistently met the City's standards for a quality home delivery program and has been a responsible tenant and good partner in the community. The City recommends approving the program's agreement to operate at the Burns Community Service Center.

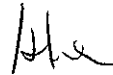
RECOMMENDATION

Staff recommends that the City Council approve the agreement with M.O.W. to conduct their home delivery program at the Burns Community Center for the period of July 1, 2014 to June 30, 2019.

Lisa Litzinger, Director
Recreation and Community Services



Howard L. Chambers
City Manager



COUNCIL AGENDA

June 24, 2014

TO: The Honorable Mayor and City Council

SUBJECT: Mothers at Work, Inc. (M.A.W.) Rental Agreement Renewal

INTRODUCTION

The City of Lakewood recommends the renewal of the Mothers at Work, Inc. (M.A.W.) rental agreement to provide childcare services at the Burns Community Center for the period of July 1, 2014 through June 30, 2019.

STATEMENT OF FACT

Founded in 1973 and licensed through the State of California, M.A.W. has provided quality childcare service at the Burns Community Service Center since 1976. The program operates Monday through Friday, 6 a.m. to 6 p.m. for children ages two through six. M.A.W. has a licensed capacity of 56 children and has a daily average attendance of 54 children. In accordance with State regulations, M.A.W. provides one teacher per 12 children. In addition to the daily nutrition program, M.A.W. has an Educational Director who develops a curriculum, evaluates each child's early education needs and prepares programs to fit the needs.

As a condition of the rental agreement to use the 2,700 square foot child care center, M.A.W. will pay the City of Lakewood \$3,064.05 per month for the first year, with an annual adjustment based on the April to April CPI during the term of the agreement. The monthly rental fee will offset the cost of utilities, custodial and maintenance service provided by the City for the childcare center.

SUMMARY

M.A.W. has consistently met the City's standards for a quality childcare program and has been a responsible tenant. The City recommends the renewal of the program's rental agreement to continue to operate at the Burns Community Service Center.


RECOMMENDATION

Staff recommends that the City Council approve the rental agreement with M.A.W. to conduct their childcare program at the Burns Community Center for the period of July 1, 2014 to June 30, 2019.

Lisa Litzinger, Director
Recreation and Community Services



Howard L. Chambers
City Manager



COUNCIL AGENDA

June 24, 2014

TO: The Honorable Mayor and City Council

SUBJECT: Sixth Amendment to the City of Lakewood Recreation Lease for the Lakewood Equestrian Center

INTRODUCTION

The City of Lakewood has a lease agreement for the operation of the Lakewood Equestrian Center with Sandie Mercer Ranch, Inc. The original lease was executed with Sandie Mereer Stables, Inc., Christine Baredian and Gloria Simpson collectively. A First Amendment to that lease was executed on June 20, 2007 to change the agreement to be solely with Sandie Mercer Stables, Inc. A Second Amendment was executed on July 28, 2009 to reflect the name change to Sandie Mereer Ranch, Inc. The Third Amendment was executed on September 28, 2010 to reduce the monthly rent by the sum of \$2,740.00 for six months from October 2010 – March 2011 and the Fourth Amendment to reduce the monthly rent \$2,740.00 for six months beginning April 1, 2011. The Fifth Amendment was executed on November 8, 2011 to extend the agreement two years and reduce the monthly rent to the sum of 18% of the gross receipts of the month immediately prior, with the first such payment due November 10, 2011.

STATEMENT OF FACT

Sandie Mercer Ranch, Inc. owners Christine Baredian and Sandie Mercer have submitted a request for a Sixth Amendment to their recreation lease agreement for Lakewood Equestrian Center. Their request is that the lease agreement be extended for three years.

SUMMARY

The City of Lakewood has amended its recreation lease with Sandie Mereer Ranch, Inc. to extend the agreement three years.

RECOMMENDATION

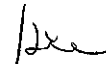
Staff recommends that the City Council:

- Approve the amendment to the City of Lakewood's recreation lease with Sandie Mereer Ranch, Inc.
- Authorize the Mayor and the City Clerk to execute the "Sixth Amendment" to the City of Lakewood Recreation Lease for the Lakewood Equestrian Center," subject to approval of the City Attorney as to the form of the amendment.

Lisa Litzinger, Director
Recreation and Community Services



Howard L. Chambers
City Manager



COUNCIL AGENDA

June 24, 2014

TO: The Honorable Mayor and City Council

SUBJECT: Approval of Agreement for Publication of Recreation and Community Services Catalog

INTRODUCTION:

The City of Lakewood staff recommends the continuation of an agreement with Trend Offset Printing to provide the printing services for the Recreation and Community Services Catalog for the period of July 1, 2014 through June 30, 2015.

STATEMENT OF FACT

For many years the Lakewood based business of Andrews Printing printed the Recreation and Community Services Catalog. In the 1990's, Trend Offset Printing, located in Los Alamitos, purchased Andrews Printing. Since that time, Trend Offset Printing has been the primary business used for the production and printing of the Recreation and Community Services seasonal catalogs. The City has been satisfied with the full range of services of Trend Offset Printing and has found their fees to be competitive in the marketplace. In 2007, the City of Lakewood formalized an agreement with Trend Offset Printing.

SUMMARY

Art, design, printing, and other similar services can be deemed subjective; therefore, the City wants to maintain their positive working relationship with Trend Offset Printing. Based on a history of acceptable service, the City proposes the continuation of the formal agreement with Trend Offset Printing for publication of the Recreation and Community Services Catalog.

RECOMMENDATION

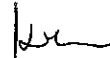
Staff recommends that the City Council:

1. Approve the authorization of an agreement with Trend Offset Printing to provide printing services for the Recreation and Community Services Catalog for the period of July 1, 2014 to June 30, 2015.
2. Authorize the Mayor and City Clerk to sign the agreement for printing.

Lisa Litzinger, Director
Recreation & Community Services



Howard L. Chambers
City Manager



COUNCIL AGENDA

June 24, 2014

TO: The Honorable Mayor and City Council

SUBJECT: Approval of the Agreements for Median Landscape Maintenance and Mowing Services of City Facilities with TruGreen LandCare

INTRODUCTION

TruGreen LandCare is the current provider of maintenance of the City's contracted landscaped medians on Bloomfield Avenue, Pioneer Boulevard, Centralia Street, and Del Amo Boulevard. TruGreen LandCare also provides contracted mowing services of the large open turf areas at the City's Water Yard and at 12 City Parks.

STATEMENT OF FACT

TruGreen LandCare, formerly Landscape West, has performed mowing services since the original agreement was approved in 1990. In August 2004, TruGreen LandCare acquired U.S. Landscapes, Inc. U.S. Landscapes, Inc. had the original medians contract on Bloomfield Avenue and Pioneer Boulevard. Since that acquisition, TruGreen LandCare has performed contract services to date. In 2007, the Centralia Street and Del Amo Boulevard medians were added to the contract. Staff is pleased with the current work performed by TruGreen LandCare on our medians, at the Water Yard, and on our parks. TruGreen LandCare has agreed to keep billing at the same price as the last fiscal year. Costs will be \$45,498.24 on our median landscape maintenance and \$40,713.12 for mowing services of City facilities for FY 2014-2015.

RECOMMENDATION

Staff recommends that the City Council:

- 1) Approve the agreements for contract services of our landscaped medians and facilities mowing with TruGreen LandCare for the new fiscal year.
- 2) Authorize the Mayor and City Clerk to sign the agreement for median landscape maintenance at an annual cost of \$45,498.24 and mowing services of City facilities at an annual cost of \$40,713.12 in forms approved by the City Attorney.

Lisa Litzinger, Director
Recreation & Community Services



Howard L. Chambers
City Manager



COUNCIL AGENDA

June 24, 2014

TO: The Honorable Mayor and City Council

SUBJECT: Professional Services Agreement for Water Storage Facility Inspection

INTRODUCTION

The California Department of Public Health (CDPH) mandates that the City of Lakewood conduct an interior inspection of water storage tanks every three years. A specialty diver with approved equipment and CDPH certification must perform this work. The following is a request for the professional services agreement for water storage facility inspection and maintenance.

STATEMENT OF FACT

The proposed work for FY2015 includes the cleaning Tank 2 at Plant #4 and Tanks 1, 2, 3, 4 and 5 at Plant #13. The proposed work for FY2016 includes removal of sediment at Plant #22. Water Resources staff requested a proposal from Dive/Corr, Inc. to perform the proposed work. Dive/Corr's proposal indicated that the work at Plant #4 and #13 shall not exceed \$20,350.00, and the work at Plant #22 shall not exceed \$20,160.00.

SUMMARY

Routine inspection and cleaning of water storage facilities is required by CDPH. This type of work is considered a professional service. The City has relied on Dive/Corr, Inc. in previous years to provide this service from a historical prospective and is fully qualified and certified to do such work.

RECOMMENDATION

Staff recommends that the City Council approve the agreement with Dive/Corr, Inc. for the inspection and maintenance work for a not to exceed amount of \$20,350.00 in FY2015 and \$21,160.00 in FY2016 and upon approval of the City Attorney as to form, authorize its execution by the Mayor on behalf of the City.

James B. Glancy 
Director of Water Resources

Howard L. Chambers 
City Manager

COUNCIL AGENDA

June 24, 2014

TO: The Honorable Mayor and City Council

SUBJECT: Professional Services Agreement for Disposal of Hazardous Materials from Well #27 Treatment Process

INTRODUCTION

The Well #27 treatment plant improves water quality to within drinking water standards. A portion of the treatment process includes backwashing the filter media, which is stored in a 69,425 gallon tank on site. This backwash water settles into sludge and must be removed from the site. Since it contains a concentrated level of metals it is considered hazardous, and must be removed from the tank by a certified hazardous waste hauler. The following is a request for the professional services agreement for removal of hazardous materials generated from the Well #27 treatment plant process.

STATEMENT OF FACT


The City received a proposal from HTS Environmental Services to remove sludge created from backwashing the filter media and any accidental chemical spills associated with the operation of the Well #27 treatment plant. The cost of hazardous waste removal is based on the concentration of the contaminants in the sludge; the higher the concentration in the sludge the higher the cost to properly dispose. The DWR requests a budget allocation of \$90,000 for both FY2015 and FY2016; \$75,000 for removal costs and \$15,000 for potential hazardous spill expense each fiscal year. The actual amount required during the fiscal year will depend on the concentration of the constituents in the sludge and the frequency of removal.

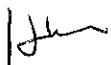
SUMMARY

This type of work requires proper handling by a certified hazardous waste handler. The City has requested that HTS Environmental Services provide this professional service and is fully qualified and certified by the State of California and the US Environmental Protection Agency to do such work.

RECOMMENDATION

Staff recommends that the City Council approve the agreement with HTS Environmental Services for the removal and cleanup of hazardous materials from the Well #27 treatment plant for a not to exceed amount of \$90,000 for FY2015 and FY2016, and upon approval of the City Attorney as to form, authorize its execution by the Mayor on behalf of the City.

James B. Glancy 
Director of Water Resources

Howard L. Chambers 
City Manager

COUNCIL AGENDA

June 24, 2014

TO: The Honorable Mayor and City Council

SUBJECT: Professional Services Agreement for SCADA System Maintenance

INTRODUCTION

In 1992 the City Council approved a capital improvement project for the installation of a supervisory control and data acquisition system, which links the water production facilities to an operating system in the Department of Water Resources office. This system has been upgraded several times since the initial installation, but like other IT applications, the SCADA system requires maintenance of both hardware and software components.

STATEMENT OF FACT

Water operations personnel use the SCADA system to monitor and control water facilities and pumping operations. The SCADA system is comprised of the central computer, communication equipment and remote controllers housed at each water production facility. This system is not a part of the city's network, and requires routine maintenance and upgrades by a specialized service provider.

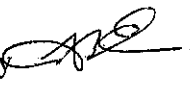
Macro Automatics submitted a proposal for a not to exceed \$20,000 for FY2015 and \$20,000 for FY2016, which contains a scope of work providing ongoing SCADA maintenance. The proposal includes the diagnosis and repair of failures associated with SCADA system controls at all water production sites, and the central computer and communication equipment.


SUMMARY

A professional services agreement with Macro Automatics would provide the expertise necessary to maintain the SCADA system.

RECOMMENDATION

Staff recommends that the City Council approve the professional services agreement with Macro Automatics for a not to exceed amount of \$20,000.00 for FY2015 and \$20,000.00 for FY2016 and upon approval of the City Attorney as to form, authorize its execution by the Mayor on behalf of the City.

James B. Glaney 
Director of Water Resources

Howard L. Chambers 
City Manager

COUNCIL AGENDA

June 24, 2014

TO: The Honorable Mayor and City Council

SUBJECT: Maintenance Agreement for Water Production Facilities

INTRODUCTION

Water Well Supply, Inc. has maintained the city's water wells and pumps by annual agreement since 1983. These services include rehabilitation of water production wells and booster pumps. These services are essential for maintaining optimum production from the system's aging infrastructure.

STATEMENT OF FACT


The City is in need of the part-time services of a contract pump maintenance contractor and Water Well Supply, Inc. has the required licenses and experience to perform all aspects of the scope of work outlined in their existing agreement. The proposed maintenance agreement would allow Water Well Supply, Inc. to perform scheduled maintenance, well destruction and emergency work as required. All work would be based on a submittal of an estimated cost for the tasks and charged based on the prevailing wage rate schedule. The City would approve the cost estimate prior to the commencement of work.

SUMMARY

Water Well Supply, Inc. has provided pump maintenance services for the City in a very professional and cost effective manner.

RECOMMENDATION

Staff recommends that the City Council approve the water production facilities maintenance agreement with Water Well Supply, Inc. for a period ending June 30, 2016 and upon approval of the City Attorney as to form, authorize its execution by the Mayor on behalf of the City.

James B. Glancy 
Director of Water Resources

Howard L. Chambers 
City Manager

COUNCIL AGENDA

June 24, 2014

TO: The Honorable Mayor and City Council

SUBJECT: Approve Agreement of Telecommunication Services Agreement with Abilita LA

INTRODUCTION

The City has utilized a telecommunications consultant services for the past three (3) years. The services provided for under the proposed agreement include assisting the City in managing and reviewing all the telecommunications systems and infrastructure on a monthly basis.


STATEMENT OF FACT

The City is in need of a telecommunication services consulting firm. Abilita LA has the required licenses and experience to perform all aspects of the scope of work attached in their agreement. Telecommunications consulting services will include working with telecom providers such as, Verizon, AT&T, Tele Pacific, Time Warner, and Blue Print Technology (formerly Standard Tel).

RECOMMENDATION

That the City Council approves the telecommunications services agreement with Abilita LA for a period ending June 30, 2015 and authorize the Mayor to sign the agreement in a form approved by the City Attorney.

Lisa A. Rapp 
Director of Public Works

Howard L. Chambers 
City Manager

COUNCIL AGENDA

June 24, 2014

TO: The Honorable Mayor and City Council

SUBJECT: Approve Amendment of Engineering Services Agreement with Associated Soils Engineering, Inc.

INTRODUCTION

Associated Soils Engineering has assisted the City with engineering services on street and water public works projects for many years. These services were consolidated under one agreement to eliminate the need for several individual agreements for similar work. The work performed under these agreements include various testing and observation services such as plant inspection, field-tests, laboratory tests, engineering and reporting.

STATEMENT OF FACT

The City is in need of the part-time services of a contract engineer for street and water related engineering services. Associated Soils Engineering has the required licenses and experience to perform all aspects of the scope of work outlined in previous agreements. The costs will be allocated to various water and street projects as each one is undertaken and will be authorized by the Director of Public Works prior to commencement in accordance with the standard rates set forth in the contract.

Associated Soils Engineering has provided engineering services for the City in a very professional and cost effective manner.

RECOMMENDATION

That the City Council extend the engineering services agreement with Associated Soils Engineering for a period ending June 30, 2015 and authorize the Mayor to sign the amendment in a form approved by the City Attorney.

Lisa Ann Rapp *LAR*
Director of Public Works

Howard L. Chambers *HLC*
City Manager

COUNCIL AOENDA

June 24, 2014

TO: The Honorable Mayor and City Council

SUBJECT: Approve Extension of Hardscape Maintenance Agreement with CJ Construction, Inc.

INTRODUCTION

CJ Construction, Inc. provides hardscape maintenance services to the City. These services include removal and replacement of damaged sidewalk, curb, gutter, and access ramps. In some cases, removal and replacement of asphalt is also necessary due to curb and gutter maintenance.

STATEMENT OF FACT

The City is in need of the part-time services of a hardscape maintenance contractor and CJ Construction, Inc. has the required licenses and experience to perform all aspects of the scope of work outlined in their existing agreement.


CJ Construction, Inc. has provided hardscape maintenance services for the City in a very professional and cost effective manner.

The Agreement with CJ Construction entitles them to a price increase based on the April to April CPI for this area. Since 2009, CJ Construction has agreed to maintain their unit prices at the 2009 level. However, this year, CJ Construction has requested the CPI increase. The proposed Schedule of Compensation reflects a 1.4% CPI increase which is the CPI increase for this area during the past year.

RECOMMENDATION

That the City Council extend the hardscape maintenance agreement with CJ Construction, Inc. for a period ending June 30, 2015 and authorize the Mayor to sign the amendment in a form approved by the City Attorney.

Lisa Ann Rapp 
Director of Public Works

Howard L. Chambers 
City Manager

COUNCIL AGENDA

June 24, 2014

TO: The Honorable Mayor and City Council

SUBJECT: Approval of Extension of Agreement for Electrical Support Services
With Fineline Electric

INTRODUCTION

Fineline Electric has completed their second year of service as the city's on-call electrical contractor. Staff is happy with the work performed and recommends their agreement be extended.

STATEMENT OF FACT


Over the past several years, the Public Works Department has been requested to install additional electrical outlets, fixtures and equipment at various city facilities, in addition to maintaining existing electrical systems. Our two talented electricians are constantly challenged with meeting the requirements of the workload. In 2011, council authorized an on-call agreement with Fineline Electric to assist the city with these small scale electrical projects. Fineline did a superb job of installing the new wiring for the Arbor Yard portable generators, the Cable TV low voltage additional wiring and cables, the underground electrical cabling failure at Palms Park and repairs to the electrical system and equipment vandalized at Rynerson Park.

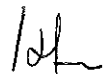
Fineline's assistance has been invaluable to the Public Works Facilities division, especially this year as one of our electricians was out on medical leave. Their work is performed on a time and material basis, under Fineline's standard rate schedule, with cost proposals submitted prior to work authorization. Work is assigned on an as-needed basis during the year and proposals are approved by the Director of Public Works prior to issuance of an approval to proceed. Staff recommends this service agreement be extended.

RECOMMENDATION

Staff recommends that the City Council:

Extend the Service Provider agreement with Fineline Electric for electrical support services for FY 2014-15, in an amount not to exceed \$55,000, and authorize the Mayor and City Clerk to sign the agreement in a form approved by the City Attorney.

Lisa Ann Rapp 
Director of Public Works

Howard L. Chambers 
City Manager

COUNCIL AGENDA

June 24, 2014

TO: The Honorable Mayor and City Council

SUBJECT: Approval of Extension of Agreement for Elevator Preventative Maintenance and Repair Services with Liftech Elevator Services, Inc.

INTRODUCTION

Liftech Elevator Services, Inc. has been assisting the City in providing repair and preventative maintenance on the city's three elevators since July 2009. Staff recommends their agreement be extended.

STATEMENT OF FACT

The city has a substantial investment in the elevators at The Centre at Sycamore Plaza and Burns Community Center. Elevators are licensed by the State and require routine maintenance, inspection and testing services in order to maintain their state certifications. Occasionally, the elevators will require repairs. Downtime of an elevator, especially at Burns Center where there is only one and it is the only accessible route to the second floor, must be kept to a minimum. Liftech Elevator Services, Inc. has been providing these services for nearly five years. It is a difficult job, as our elevators at The Centre are over 29 years old and the Burns Center elevator is 39 years old, making repair parts hard to come by.

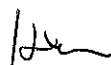
Staff recommends that the existing service provider agreement with Liftech Elevator Services, Inc. be extended for fiscal year 2014-15 to provide for general preventative routine maintenance, inspections and required testing. Staff believes their rates are very competitive and they are available for on-call emergency services as needed. Funds have been budgeted in the Public Works Facilities division for such services.

RECOMMENDATION

Staff recommends that the City Council:

Extend the elevator services agreement with Liftech Elevator Services, Inc., for a period of one year ending June 30, 2015, and authorize the Mayor and City Clerk to sign the renewal agreement in a form as approved by the City Attorney.

Lisa Ann Rapp 
Director of Public Works

Howard L. Chambers 
City Manager

COUNCIL AGENDA

June 24, 2014

TO: The Honorable Mayor and City Council

SUBJECT: Approve Amendment of Transportation Planning and Engineering Services Agreement with LSA Associates, Incorporated

INTRODUCTION

LSA has assisted the City with transportation planning and engineering related services for many years. LSA provided planning and engineering services related to Boeing's Douglas Park development. In addition, LSA continues to complete various smaller transportation planning and engineering projects as requested by the city on an as needed basis.

STATEMENT OF FACT

The City is in need of the part-time services of a contract transportation planning and engineering firm and LSA has the required licenses and experience to perform all aspects of the scope of work outlined in their existing agreement.

LSA has provided transportation planning and engineering services for the City in a very professional and cost effective manner.

RECOMMENDATION

That the City Council extend the transportation planning and engineering services agreement with LSA for a period ending June 30, 2015 and authorize the Mayor to sign the amendment in a form approved by the City Attorney.

Lisa Ann Rapp *LAR*
Director of Public Works

Howard L. Chambers *HLC*
City Manager

COUNCIL AGENDA

June 24, 2014

TO: The Honorable Mayor and City Council

SUBJECT: Approve Amendment of On-Call Architectural Services Agreement
With Meyer & Associates

INTRODUCTION

Meyer & Associates has assisted the City architectural and engineering related services for many years. Most recently Meyer & Associates provided planning and engineering services related to the San Martin Play Area and Del Valle Memorial. In addition, Meyer & Associates continues to complete various smaller architectural planning and engineering projects as requested by the city on an as needed basis.

STATEMENT OF FACT

The City is in need of the part-time services of a contract architectural planning and engineering firm and Meyer & Associates has the required licenses and experience to perform all aspects of the scope of work outlined in their existing agreement.

Meyer & Associates has provided architectural planning and engineering services for the City in a very professional and cost effective manner.

RECOMMENDATION

That the City Council extend the architectural planning and engineering services agreement with Meyer & Associates, amend the agreement as necessary to incorporate new fee schedule and authorize the Mayor to sign the amendment in a form approved by the City Attorney.

Lisa Ann Rapp *LAR*
Director of Public Works

Howard L. Chambers *HL*
City Manager

COUNCIL AGENDA

June 24, 2014

TO: The Honorable Mayor and City Council

SUBJECT: Approve Extension of Engineering and Traffic Survey Services Agreement with Newport Traffic Studies

INTRODUCTION

Newport Traffic Studies (NTS) has assisted the City with traffic-related services over the past several years. These services include conducting traffic counts for the Traffic Census Report, radar studies that must be filed with the Court for enforcement of speed limit violations, and various other traffic engineering services as requested by the City on an as needed basis.

STATEMENT OF FACT

The City is in need of the part-time services of a contract engineering and traffic survey firm and NTS has the required licenses and experience to perform all aspects of the scope of work outlined in their existing agreement.

NTS has provided engineering and traffic survey services for the City in a very professional and cost effective manner.

RECOMMENDATION

That the City Council extend the engineering and traffic survey services Agreement with NTS for a period ending June 30, 2015 and authorize the Mayor to sign the amendment in a form approved by the City Attorney.

Lisa Ann Rapp *LAR*
Director of Public Works

Howard L. Chambers *[Signature]*
City Manager

COUNCIL AOENDA

June 24 2014

TO: The Honorable Mayor and City Council

SUBJECT: Approve Amendment of Engineering Services Agreement with Reedcorp Engineering

INTRODUCTION

Reedcorp Engineering has assisted the City with engineering services for various electrical projects under an annual agreement since 2005 and provided services for several years prior.

STATEMENT OF FACT

Reedcorp Engineering is mainly used for general electrical engineering tasks for small projects that require the review of existing electrical systems. Reedcorp would make recommendations for the safe installation of additional or relocated receptacles, panels, switches, contactors, equipment, wiring, and other components of a building's electrical system. Larger projects include specifications for standby generators and design of the necessary panels and connections and replacement of electrical panels at parks and water well facilities.

The costs will be allocated to various water and facilities projects as each one is undertaken and will be authorized by the Director of Public Works prior to commencement in accordance with the standard rates set forth in the contract.

RECOMMENDATION

That the City Council approve an amendment to the Engineering Services Agreement with Reedcorp Engineering to extend the Agreement for a period ending June 30, 2015 and authorize the Mayor to sign the amendment in a form approved by the City Attorney.

Lisa Ann Rapp *LAR*
Director of Public Works

Howard L. Chambers *HLC*
City Manager

COUNCIL AGENDA

June 24, 2014

TO: The Honorable Mayor and City Council

SUBJECT: Approve Amendment of Environmental Services Agreement with S.C.S. Engineers

INTRODUCTION


The City has utilized solid waste and environmental consultant services for over a decade. The services provided for under the proposed agreement include assisting the City in complying with mandated solid waste and environmental related programs, completing required reports, management of certain grant programs, and conducting training for contractors, residents, and city staff. S.C.S. Engineers has been instrumental in assisting the City in preparing many of the reports indicating the City's compliance with solid waste and other environmental mandates establish by the State.

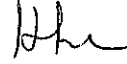
STATEMENT OF FACT

The City is in need of on-call services of an environmental services consulting firm. S.C.S. Engineers has the required licenses and experience to perform all aspects of the scope of work outlined in their existing agreement. The work would be performed on a time and material basis, under S.C.S.'s standard fee schedule. Before commencing on any specific assignment city staff will review the tasks, deliverables, and estimated costs with S.C.S. Engineers and provide written authorization to proceed.

RECOMMENDATION

That the City Council extends the environmental services agreement with S.C.S. Engineers for a period ending June 30, 2015 and authorize the Mayor to sign the amendment in a form approved by the City Attorney.

Lisa A. Rapp 
Director of Public Works

Howard L. Chambers 
City Manager

June 24, 2014

TO: The Honorable Mayor and City Council

SUBJECT: Animal Control Agreement

INTRODUCTION

In July 1992, the City entered into a five-year agreement with the Southeast Area Animal Control Authority (SEAACA) for animal control services and the term of agreement will expire June 30, 2014.

STATEMENT OF FACT

June 2014 is the conclusion of the current five year agreement with SEAACA. On May, 30, 2014, staff received a request from SEAACA to enter a new five year agreement for animal control services. The agreement was presented and approved by SEAACA's Board of Commissioners on May 29th. The proposed agreement includes a modest increase to the contract rate with all other terms remaining the same as the previous five year agreement.

Service provided under our agreement with SEAACA include returning wayward dogs to owners, handling barking dog complaints, pick-up of deceased animals from public right-of-ways and residences, conducting vaccination/licensing clinics, and responding to non-routine animal control incidents like animal hoarding and vicious animal complaints.

The cost for contracting with SEAACA has increased during the last five years. These increases were largely the result of state mandated activities, increased operating costs, and cost-of-living adjustments in energy, insurance, and personnel.

Staff has been very satisfied with animal control services provided to Lakewood residents through contract with Southeast Area Animal Control Authority (SEAACA).

RECOMMENDATION

Staff recommends that the City Council:

1. Approve a new five year agreement with SEAACA for animal control services and authorize the Mayor to sign in a form approved by the City Attorney.

Lisa Ann Rapp *LAR*
Director of Public Works

Howard L. Chambers *HLC*
City Manager

TO: The Honorable Mayor and City Council

SUBJECT: Renewal of Agreement with Sierra Installations, Inc. for
Lakewood's Street Banner Marketing Program

INTRODUCTION

Sierra Installations, Inc. was hired in 2003 to install the city's street banner marketing campaigns, as one way of advertising citywide special events, and public awareness education. Staff recommends their agreement be renewed.

STATEMENT OF FACT


In 2003, the City Council authorized funds for a street banner marketing program. Campaigns this past year included advertising for events such as Patriot's Day and Pan Am Fiesta; and marketing messages such as "Great Ideas Last for Generations", Neighborhood Watch, Celebrate Summer, Volunteerism, "Pitch It! Dunk It!", Saving Water, Shop Lakewood and Used Oil Recycling campaigns. The banners also provide the annual December holiday greetings and July fireworks education campaign.

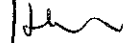
12 campaigns are planned for the coming fiscal year. The "Great Ideas Last for Generations" banner continues as the "default" banner, meaning it is the banner that is up on all 287 light pole locations city-wide if there is no special campaign being advertised.

RECOMMENDATION

Staff recommends that the City Council:

Extend the agreement for the Street Banner Marketing Program for the installation, removal, cleaning and storage of city-owned banners with Sierra Installations, Inc., in an amount not to exceed \$45,000, for a one-year period ending June 30, 2015, and authorize the Mayor and City Clerk to sign the renewal agreement in a form approved by the City Attorney.

Lisa Ann Rapp 
Director of Public Works

Howard L. Chambers 
City Manager

TO: The Honorable Mayor and City Council

SUBJECT: Approval of Amendment No. 1 to Agreement for Fire and Security Alarm Services with Stanley Convergent Solutions, Inc.

INTRODUCTION

The City has a major investment in its buildings and other structures. In order to preserve this investment, staff recommends the service provider agreement be amended with Stanley Convergent Solutions, Inc. to revise the monitoring and maintenance fees for the fire and security alarm systems at various city facilities for FY 14/15, and to ratify the installations made during FY 13/14.

STATEMENT OF FACT

The City is in need of the part-time services of a company to monitor and maintain the fire and security systems currently installed at several city facilities. Stanley Convergent Solutions, Inc. of Santa Ana, formerly Sonitrol, has been installing the protection systems and providing the monitoring service since 1998. Stanley Convergent Solutions, Inc. is moving into the second year of their existing five-year agreement. Staff wishes to amend the agreement to include installations that occurred during FY 13/14. The amendment contains attachments 1 through 6 which included; alarm upgrade for the council chambers, smoke detectors global shutdown system at Mayfair Park, camera upgrades and card reader at Nixon Yard and Council office lobby artwork security curtain. The 5-year agreement period allowed us to lock in place a fee structure at FY 13/14 rates with only CPI increases during the term of the agreement. Therefore, a revised Exhibit A needs to be included in the Amendment, which identifies the monthly monitoring rate for each facility for FY 14/15, based on the CPI increase of 1.4%

Stanley Convergent Solutions, Inc. provides experienced technicians and 24-hour monitoring for seventeen (17) city facilities. Their agreement includes the monthly monitoring fees plus an additional amount for service calls. Life safety and security alarm installations for FY 14/15 that are funded by the CIP program include fire alarm and CCTV system upgrades at the two Civic Center buildings. The CIP systems are contracted for separately.

RECOMMENDATION

Staff recommends that the City Council:

1. Approve Amendment No. 1 to the existing agreement for Fire and Security Alarm Services with Stanley Convergent Solutions, Inc. Corporation, in an annual amount not to exceed \$123,000, and authorize the Mayor and City Clerk to sign the Amendment in a form approved by the City Attorney.

2. Ratify the 6 installations made during FY 13/14 as part of the Fire & Security CIP Program, that are included in Amendment No. 1 as attachments 1 through 6.

Lisa Ann Rapp *LAR*
Director of Public Works

Howard L. Chambers */HLC*
City Manager

COUNCIL AOENDA

June 24, 2014

TO: The Honorable Mayor and City Council

SUBJECT: Approval of Extension of Agreement for HVAC Maintenance Services with Velocity Air Engineering, Inc.

INTRODUCTION

Velocity Air Engineering, Inc. has been providing maintenance on city Heating, Ventilating and Air Conditioning systems and equipment at various facilities since 2008. Staff recommends their agreement be extended.

STATEMENT OF FACT

The City is in need of the part-time services of an HVAC system maintenance company to inspect, repair and maintain various heating and cooling equipment at several city facilities. Velocity Air Engineering, Inc. has the required skills to provide such services. Velocity has been able to maintain the HVAC equipment in a cost-effective manner, evaluates the city's HVAC systems for repairs and replacement, and performs the necessary repairs. Their agreement allows for a monthly service fee, and maintenance parts such as filters and belts. Their agreement includes an amount over and above the monthly maintenance and inspection fee for necessary repairs and in order to replace parts and components in the HVAC systems to prevent overload, energy consumption, and employee or client discomfort and to reduce City/Velocity administrative costs.

RECOMMENDATION

Staff recommends that the City Council:

Extend the HVAC maintenance services agreement with Velocity Air Engineering, Inc., for a one-year period ending June 30, 2015, in an amount not to exceed \$70,000, and authorize the Mayor and City Clerk to sign the renewal agreement in a form approved by the City Attorney.

Lisa Ann Rapp *LAR*
Director of Public Works

Howard L. Chambers *HLC*
City Manager

COUNCIL AGENDA

June 24, 2014

TO: The Honorable Mayor and City Council

SUBJECT: Approve a Compensation Revision to the Agreement for Tree Maintenance Services with West Coast Arborists

INTRODUCTION

West Coast Arborists has provided tree maintenance services to the City for many years as agreed to in the Agreement for Tree Maintenance Services executed in July, 1994.

STATEMENT OF FACT

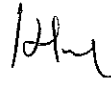
The Agreement with West Coast Arborists (WCA) needs to be revised to incorporate the latest rate schedule. The Agreement entitles WCA to a price increase based on the April to April CPI for this area.

The proposed rate schedule reflects a 1.4% CPI increase which is the CPI increase for this area during the past year.

RECOMMENDATION

That the City Council approve the compensation revision to the Agreement for Tree Maintenance Services with West Coast Arborists and authorize the Mayor to sign the revision in a form approved by the City Attorney.

Lisa Ann Rapp 
Director of Public Works

Howard L. Chambers 
City Manager

COUNCIL AGENDA

June 24, 2014

TO: The Honorable Mayor and City Council

SUBJECT: Approve a Compensation Revision to the Engineering Services Agreement with Willdan

INTRODUCTION

Willdan Engineering has assisted the City with engineering services on public works projects for many years. In 2002, the City and Willdan entered into an Agreement for Willdan to provide engineering support services to the City.

STATEMENT OF FACT

The Agreement with Willdan needs to be revised to incorporate the latest rate schedule.

RECOMMENDATION

That the City Council approve the compensation revision to the Agreement for Engineering Services with Willdan and authorize the Mayor to sign the revision in a form approved by the City Attorney.

Lisa Ann Rapp *LAR*
Director of Public Works

Howard L. Chambers *HLC*
City Manager

COUNCIL AGENDA

June 25, 2014

TO: The Honorable Mayor and City Council

SUBJECT: Agreement for Helicopter Patrol Law Enforcement Services

INTRODUCTION

The County of Los Angeles has requested that the City Council approve a new Helicopter Patrol Law Enforcement Services Agreement by and between the County of Los Angeles and City of Lakewood. The Agreement is for deputy observer services for the Sky Knight program.

STATEMENT OF FACTS


The County of Los Angeles has drafted a new agreement for Helicopter Patrol Law Enforcement Services with the City of Lakewood. The agreement will begin on July 1, 2014 and expires on June 30, 2019. The Agreement covers deputy observer services for Sky Knight. An agreement between the City and County has existed for years. At the option of the County Board of Supervisors and with the consent of the City Council, the Agreement may hereafter be renewed or extended for successive periods not to exceed five years.

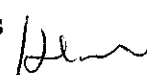
This Agreement contains changes that names the current cities participating in the Sky Knight Program and requires the City maintain aviation liability insurance not less than \$20,000,000 per occurrence, an increase over the previous amount of \$10,000,000. Our coverage meets/exceeds the requirement.

City Attorney Steve Skolnik has reviewed and approved the Agreement.

STAFF RECOMMENDATION

Staff recommends the City Council approve the Agreement with the County of Los Angeles and authorize the Mayor and City Clerk to execute the Agreement.

Carol Flynn Jacoby 
Deputy City Manager

Howard L. Chambers 
City Manager

COUNCIL AGENDA

June 24, 2014

TO: The Honorable Mayor and City Council

SUBJECT: Amendment to the STEAM Aircraft Inc. Agreement for Sikorsky 300C Helicopter Maintenance

INTRODUCTION

STEAM Aircraft Inc. has been maintaining the Sky Knight Helicopters since April 2005. The current Agreement will expire on June 30, 2013 unless extended.

STATEMENT OF FACT

STEAM Aircraft is providing excellent maintenance for the Sky Knight helicopters at the Long Beach airfield. The helicopters are in good repair and STEAM mechanics have kept these aircraft airworthy and flying for every shift since their contract began.

The Agreement is based upon 1040 hours of annual flight time for two helicopters. The rate of \$137 per flight hour for inspections, maintenance, labor and servicing and guaranteed annual minimum usage of 800 flight hours will become effective July 1, 2014. The two year agreement will continue until June 30, 2016.

RECOMMENDATION

That the City Council adopt the Agreement for Sikorsky 300C Helicopter Maintenance as prepared by the City Attorney beginning July 1, 2014.

Carol Flynn Jacoby
Deputy City Manager



Howard L. Chambers
City Manager



COUNCIL AOENDA

June 24, 2014

TO: The Honorable Mayor and City Council

SUBJECT: Health and Safety Consulting Service Agreement

INTRODUCTION

On July 10, 2001, the City Council approved an agreement with Pacific Health and Safety Consulting, Inc. to conduct an audit of the city-wide employee safety program. Since then, the safety engineer has provided ongoing consulting services to review and update the City's safety programs, provide safety training, assist personnel and departments in interpreting and administering state and federal regulations and safe work practices, and conducting industrial health monitoring. In July 2006, Pacific Health and Safety Consulting, Inc. changed their name to Pacific EH&S Service, Inc. as they are currently known.


STATEMENT OF FACTS

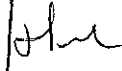
The agreement provides for the safety engineer to work with the City two days per month. Pacific EH&S, Inc. has agreed to continue its current rates for the 2014-2015 and 2015-16 fiscal years. The billing rate for the consultant's time and materials will continue to be \$108.00 per hour. City staff has budgeted \$23,700 for these safety services in the budget for fiscal years 2014-15 and 2015-16.

The City Attorney has prepared the attached amendment extending our agreement for health and safety consulting services for the next two years.

STAFF RECOMMENDATION

That the City Council approve the Amendment of Agreement for Health and Safety Consulting Services.

Lisa Novotny 
Assistant City Manager

Howard L. Chambers 
City Manager

COUNCIL AGENDA

June 24, 2014

TO: The Honorable Mayor and City Council

SUBJECT: Agreement for Page Composition, Printing and Preparation for Mailing of the City Newsletter for FY 2014-2015

INTRODUCTION

The *Lakewood Living* newsletter has been one of the City's principal public information outlets since 1978. The FY 2014-2015 budget authorizes the continued production of the City newsletter and anticipates that an independent contractor will handle page composition, printing and preparation for mailing of the newsletter and, on a non-exclusive basis, other publications as determined by the City Manager.

STATEMENT OF FACTS

Based on cost, production quality, new technology applications and customer service support, Western Printing and Graphics was retained to provide newsletter printing services.

Sufficient funding for newsletter production (and, on a non-exclusive basis, other publications as determined by the City Manager) has been allocated in the City budget.

STAFF RECOMMENDATION

That the City Council authorize the Mayor and City Clerk to execute an agreement with Western Printing and Graphics, subject to approval as to legal form by the City Attorney.

BG

Bill Grady
Public Information Officer

Howard L. Chambers
City Manager

HLC

COUNCIL AOENDA

June 24, 2014

TO: Honorable Mayor and City Council**SUBJECT:** Reimbursement Agreements with Long Beach Transit Fixed Route Subsidy and Dial-A-Lift Services**INTRODUCTION**

Long Beach Transit has submitted a request for renewal of the City's Proposition "A" support of Fixed Route and Dial-A-Lift services. The present agreements expire on June 30, 2014. The request for Lakewood support is made in order to comply with the terms of the Long Beach Transit agreement with the City of Long Beach. Long Beach Transit is required to either secure a proportionate amount of subsidies from the jurisdictions it serves or withdraw services. Since 1984, through a contract, the City of Lakewood has been utilizing the transit services provided by Long Beach Transit.

STATEMENT OF FACTS

Lakewood residents utilize the Long Beach Transit system extensively. The table below shows the ridership since Fiscal Year 2008-2009.

PROGRAM	FISCAL YEAR						
	2008-2009	2009-2010	2010-2011	2011-2012	2012-2013	2013-2014*	2014-2015**
FIXED ROUTE TRIPS	1,149,974	1,041,622	1,003,986	1,065,555	1,016,395	1,037,054	1,028,645
DIAL-A-LIFT TRIPS	2,735	2,494	2,154	2,169	2,253	2,365	2,445

*Projection **Estimate

A one-year contract has been prepared for the Fixed Route and Dial-A-Lift services. Both contracts will expire on June 30, 2014. The terms of the proposed agreements are as follows:

Reimbursement for Fixed Route Transportation Services. Long Beach Transit proposes the subsidy for Fiscal Year 2014-2015 be a contribution of \$77,852.


Dial-A-Lift Services. The compensation for Dial-A-Lift services is based upon the rate of \$25.15 per passenger boarding for Fiscal Year 2014-2015. The total compensation is not to exceed \$61,500 for Fiscal Year 2014-2015.

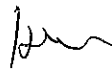
SUMMARY

Long Beach Transit has requested renewal of the agreements with the City for subsidy of the Fixed Route and for Dial-A-Lift services for Fiscal Year 2014-2015. These projects have been included as a part of the budget.

RECOMMENDATION

Staff recommends that the City Council authorize the Mayor to sign the agreements with Long Beach Transit, for both Fixed Route bus services and Dial-A-Lift services at the same level of service as provided in previous years. The proposed agreement has been reviewed and approved by the City Attorney as to form.

Sonia Dias Southwell, AICP 
Director of Community Development

Howard L. Chambers 
City Manager

COUNCIL AOENDA

June 24, 2014

TO: Honorable Mayor and Members of the Council

SUBJECT: Renewal and Amendment of Agreement with Fair Housing Consultants Inc.

STATEMENT OF FACT


As a Community Development Block Grant (CDBG) entitlement jurisdiction, the City is required to provide a fair housing counseling program for residents. The City currently contracts for these services. The City's fair housing counseling program consists of public outreach, education, and the coordination of fair housing training for local real estate agents, apartment managers and property owners. In addition, the fair housing consultant provides referrals to other agencies, which may better assist a tenant or landlord with his or her particular situation.

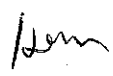
Since February 2001, the City has contracted with Sharron Hillery for the provision of a fair housing counseling program, which meets the U.S. Department of Housing and Urban Development (HUD) requirement. Ms. Hillery provides Lakewood residents and property owners with professional service in the areas of landlord/tenant relations, fair housing information and education, and client service referrals.

The current contract expires on June 30, 2014. Ms. Hillery received a Cost-of-Living-Increase equaling approximately 2% of her previous salary of \$33,046 per year. Her new yearly salary will be \$33,707 per year, or \$2,808.92 per month effective July 1, 2014. The cost for said services for the renewal of this contract will be funded by CDBG funds.

RECOMMENDATION

Staff recommends that the City Council approve the renewal of the contract with Sharron Hillery for fair housing consulting services to June 30, 2015 and authorize the contract amount not to exceed \$33,707 for the year.

Sonia Dias Southwell, AICP 
Director of Community Development

Howard L. Chambers 
City Manager

June 24, 2014

TO: Honorable Mayor and Members of the Council

SUBJECT: Agreement with Sam Painting (Fix-Up Paint-Up Program)

INTRODUCTION

The Fix-Up Paint-Up Program was developed to provide property owners with the financial assistance needed to make necessary minor improvements to their properties to preserve the structures, increase the livability, and aesthetically enhance the overall appearance of the neighborhood. In addition, rehabilitation of existing homes in Lakewood is a valid and necessary means of maintaining our housing stock. The City's grant program provides eligible residents with grant up to \$3,000 per residence. Since Fiscal Year 2013-2014, this program has been funded by Successor Housing Agency loan funds that have been repaid during the current year. The goal for Fiscal Year 2014-2015 is to approve 6 grants to qualifying low income homeowners. This number has been reduced due to the lack of eligible participants who only need minor repair work.


STATEMENT OF FACT


Since July 2008, the Fix-Up Paint-Up Program has been implemented by Sam Painting, and the current contract expires on June 30, 2014. Samir Sindaha of Sam Painting is a well-established licensed contractor with a state license in painting and decorating since 1986. Sam Painting provides both interior and exterior painting services. Samir has done extensive work in the City of Lakewood since 2000 and has a valid City of Lakewood business license. Also he is properly insured and bonded for this type of work. His services include wood repair, replacement of gates, fences, doors, screens, deadbolts, damaged wood replacement, and weatherization.

Sam Painting will provide all labor, equipment and supplies to perform painting and minor home repair services to eligible single-family homeowners in Lakewood. City staff will be responsible for the administration and marketing of the program.

RECOMMENDATION

Staff recommends that City Council approve the agreement with Sam Painting through June 30, 2015, to provide painting and minor home repairs to eligible homeowners through the Fix-Up Paint-Up Program within the limits budgeted for this program.

Sonia Dias Southwell, AICP 
Director of Community Development

Howard L. Chambers 
City Manager

COUNCIL AGENDA

June 24, 2014

TO: The Honorable Mayor and City Council

SUBJECT: Time Warner Cable, Data Communication Services

INTRODUCTION

The City contracts with Time Warner Cable for data communication services. These services include a fiber ring that supports the city's Wide Area Network (WAN) as well as Internet access for City Hall and other City facilities.

STATEMENT OF FACT

A fifteen-year franchise cable agreement with Time Warner Cable expired in March, 2013. Prior to the expiration of that agreement, the City's Internet services were provided through various separate contracts with Verizon and Time Warner Cable. The City's WAN communication was provided via a fiber ring linking City Hall, the Burns Center, and the Water and Maintenance yards.

During fiscal year 2014, the fiber ring supported by Time Warner Cable was continued at a monthly cost of \$800. Additionally, the Internet communication services supporting City Hall and other City facilities were consolidated and upgraded in order to provide higher bandwidth at a lower total monthly cost.

The total annual cost for WAN and Internet communication services is \$50,064.

STAFF RECOMMENDATION

It is respectfully recommended that the City Council approve the continuation of the Data Communications Services agreement with Time Warner Cable.


Diane Perkin
Director of Administrative Services

Howard L. Chambers
City Manager



COUNCIL AOENDA

June 24, 2014

TO: The Honorable Mayor and City Council

SUBJECT: Residential Refuse Rate Adjustment

INTRODUCTION

Due to Proposition 218, the City is required to notify every resident, in writing, regarding proposed adjustments in refuse collection and disposal fees, and the date for a public hearing before the City Council can take action. This requirement was accomplished by placing a notice in the utility bills starting in March 2014 and continuing through May 2014; for over an entire 60-day cycle. The public hearing on this matter is set for June 24, 2014 at 7:30 P.M. in the City Council Chambers.

STATEMENT OF FACT

A recent court decision held that the procedural requirements of Proposition 218 are applicable to increases in refuse charges. Due to the rather lengthy notification process and waiting period, rates must be determined far in advance of implementation. To accomplish this, staff determines rates by considering current consumer price index trends, cost history and new program implementation costs. When calculating adjustments next year, staff compares the amount collected to actual costs, and modifies next year's adjustment accordingly.


On February 18, 2014, the Environmental Management Committee reviewed and recommended for Council approval the proposed rate increase. The recommended the public noticed residential rate for refuse collection was \$19.26, which was a 4.15 percent increase from the current rate of \$18.49.

Since the public noticing of the rate increase, the April to April CPI for the Los Angeles area has become known, as well as other operational cost increases. Based on these factors, staff is recommending 3 percent increase in the trash collection and disposal rates for Fiscal Year 2014-2015, increasing the rate from \$18.49 to \$19.04.

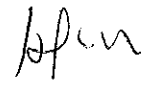
The new residential refuse collection rate of \$18.49 will be effective July 1, 2014, and will be reflected on billings for refuse collection usage on and after July 1, 2014. Protest to the rate increase must be submitted to the Council in writing. Majority protest exists if over 50 percent of parcel owners within the service area of 22,153 parcels submit written protests.

RECOMMENDATION

It is recommended that the City Council hold a public hearing and adopt the attached resolution, which enacts the adjustment to refuse rate as stated in this report.


Diane Perkin
Director of Administrative Services

Howard L. Chambers
City Manager



RESOLUTION NO. 2014-35

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
LAKEWOOD TO ESTABLISH RESIDENTIAL REFUSE
RATES FOR FISCAL YEAR 2014-2015

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

SECTION 1. The City Council of the City of Lakewood does hereby find and determine that it is necessary to amend the refuse rates.

1. The City contracts with EDCO Disposal for residential refuse removal; each year their contract is adjusted based on a blended rate using the Consumer Price Index for the Los Angeles area for the month of April and the average tipping rates in the area.
2. In order to maintain the current residential services, the current rate must be adjusted in accordance with the increase in contractor and city operational costs.
3. The rate will be adjusted July 1, 2014, which will be for services starting on or after July 1, 2014. The rate will be adjusted to \$18.49 from \$19.04.

ADOPTED AND APPROVED THIS 24TH DAY OF JUNE, 2014.

Mayor

ATTEST:

City Clerk

COUNCIL AGENDA

June 24, 2014

TO: The Honorable Mayor and City Council

SUBJECT: Water Rate Adjustment

INTRODUCTION

Due to Proposition 218, the City is required to notify every water customer, in writing, regarding proposed adjustments in water fees, and the date for a public hearing before the City Council can take action. This requirement was accomplished by placing a notice in the utility bills starting in March 2014 and continuing through May 2014; for over an entire 60-day cycle. The public hearing on this matter was set for June 24, 2014 at 7:30 P.M. in the City Council Chambers.

STATEMENT OF FACT

A recent court decision held that the procedural requirements of Proposition 218 are applicable to increases in water charges. Due to the rather lengthy notification process and waiting period, rates must be determined far in advance of implementation. To accomplish this, staff determines rates by considering current consumer price index trends, cost history and planned capital improvements. When calculating adjustments next year, staff compares the amount collected to actual costs, and modifies next year's adjustment accordingly.

On February 25, 2014 the Water Resources Committee reviewed and recommended for Council approval the proposed rate increases. The recommended the quantitative rate for all water delivered in excess of the minimum charge entitlement is \$3.18 per 100 cubic feet per meter per month; the current rate is \$2.89. The recommended the reclaimed water rate for all water delivered is \$1.40 per 100 cubic feet per meter per month; the current rate is \$1.20.

To determine the proposed water rates, staff takes into consideration increases in operating expenditures, the cost of capital projects and debt service covenant requirements. The two largest operational costs are water replenishment and electricity. The cost of services provided by the Water Replenishment District (WRD) did not increase and will remain the same for Fiscal Year 2014-15, however has increased considerably in the past and is expected to increase at ten percent in Fiscal Year 2015-16. The cost of electricity has also increased substantially in the past year, and we expect another year increase of ten percent then leveling off at a three percent annual increase in the following years. Over \$23 million in capital improvements are required over the next six years, including over \$10.2 million for reconstruction of a reservoir, \$6.5 million in main replacement, \$5.2 million to drill two wells, and \$1.6 million in meter upgrades as recommended by the City Council Water Resources Committee. The proposed rate for metered water sales takes into account these annual increases.

The proposed increase raises the "typical" residential bi-monthly bill (using 25 hcf over two months) \$5.22 from \$65.52 to \$70.74.

Staff also analyzes other water charges to determine if these rates need to be adjusted. The cost of recycled water charged to the city will increase substantially over the next few years as the Local Projects Rebate program comes to an end in 2014. The recycled water program supplies irrigation water to City facilities, five schools, and one commercial grower east of Clark Ave. About 2/3rds of recycled water sales go to the City. Since the end of the recycled water source partnership, a 20-year agreement with Cerritos, the wholesale rate for recycled water has been raised each year to match their retail rate by 2014. In July 2014 we will also see the last MWD Local Projects Rebate payments which have averaged about \$64,000 per year. At that point, without a recycled water rate increase, the recycled water program will be operating at a deficit of about \$157,090 per year.

Staff recommends phasing in increases to the recycled rate to over a period of six years match the cost; the first phase would be to increase the rate by \$0.20, from \$1.20 to \$1.40.

The new water rates and charges will be effective July 1, 2014, and will be reflected on billings for water usage on and after July 1, 2014. Majority protest exists if over 50 percent of parcel owners within the service area of 19,629 parcels submit written protests.

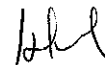
RECOMMENDATION

It is recommended that the City Council hold a public hearing and adopt the attached resolution, which enact the adjustment to water rates and charges as stated in this report.



Diane Perkin
Director of Administrative Services

Howard L. Chambers
City Manager



RESOLUTION NO. 2014-36

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAKEWOOD AMENDING THE "NORMAL QUANTITATIVE RATE" CONTAINED IN SECTION 10 OF THE CITY'S "WATER SERVICE PROCEDURE MANUAL", AND AMENDING THE RECLAIMED WATER RATE

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

SECTION 1. The City Council of the City of Lakewood does hereby find and determine that it is necessary to amend its Water Service Procedure Manual pertaining to water rates and charges in order to maintain and operate its water system as a service to the community and for the general public health, safety and welfare, based upon the following facts:

1. The water system owned and operated by the City of Lakewood was first installed in the mid-1930's and has, since that date and since its acquisition by the City of Lakewood, been improved from time to time in order to supply the needs of its consumers within the City of Lakewood.
2. The purpose of the system is to provide a service to its consumers for which fees or charges are imposed as an incident of requesting or using the service.
3. These fees or charges include not only the cost of the water service but the repairs and maintenance of the system, as well as replacement of old and deteriorated facilities.
4. Due to its age and use, parts of the Lakewood Water System are in need of capital improvements in order to maintain a service meeting the needs of its consumers.
5. Over \$23 million in capital improvements are required over the next six years, including over \$10.2 million for reconstruction of a reservoir, \$6.5 million in main replacement, \$5.2 million to drill two wells, and \$1.6 million in meter upgrades as recommended by the City Council Water Resources Committee.
6. The revenue derived from current rates and charges is insufficient to fund said projects.
7. The funds derived by the necessary increase in the water rates to provide the necessary improvements and maintenance through June 2015, shall not be used for general City purposes.

SECTION 2. The "Normal Quantitative Rate" as set forth in Section 10 of The Water Service Program Procedure Manual, adopted by Resolution No. 2009-6, is hereby amended to read as follows:

The quantitative rate for all water delivered in excess of the Minimum Charge Entitlement is \$3.18 per 100 cubic feet per meter per month to all services commencing July 1, 2014.

The quantitative rate for all reclaimed water delivered is \$1.40 per 100 cubic feet per meter per month

The new water rates and charges will be effective July 1, 2014, and will be reflected on billings for water usage and services on and after July 1, 2014.

ADOPTED AND APPROVED THIS 24TH DAY OF JUNE, 2014.

Mayor

ATTEST:

City Clerk

COUNCIL AGENDA

June 24, 2014

TO: The Honorable Mayor and City Council

SUBJECT: EDCO Amendment - Appendix A and B

INTRODUCTION

This report is being substituted for the report provided in the Agenda packet. The report has been revised to delete the proposal for adding street sweeping services to EDCO's agreement.

STATEMENT OF FACT

EDCO's current agreement was approved in 2009 and included the conversion of our old manual collection system to automated collection of trash and recyclables and continued manual collection of separated greenwaste. The provisions of their contract allow for a blended rate of increase for the single family collection service, and a CPI increase in the maximum rates for commercial collection.

Appendix A is the chart listing maximum rates that EDCO may charge their commercial customers for a wide variety of services. Appendix B contains the contractual payment and adjustment calculations for the City of Lakewood services that EDCO provides and for which the City pays. The agreement was previously amended four times, in July of 2010, 2011, 2012 and, 2013 although EDCO waived their 2010 increase for the FY 2010-11.

The single family portion of the agreement is paid in monthly payments by the City. The contractual rate of adjustment is a combination of 2/3 service component adjusted by CPI and 1/3 tipping fee component, adjusted by a average of the change in rates at Puente Hills, SERRF and Bel Art Transfer station. The blended escalation rate for this year is calculated at 3.059% for the single family residential collection contract. The maximum commercial rates are adjusted by CPI only, which is 1.4%. Proposed Appendix A reflects a 1.4% increase for commercial rates and proposed Appendix B reflects a 3.059% increase for single family collection.

RECOMMENDATION

Staff recommends that the City Council approve the Amendment to the 2009 Agreement for Solid Waste Collection and Disposal with EDCO Waste Services, LLC, and authorize the Mayor to sign the agreement in a form approved by the City Attorney.

Lisa Ann Rapp *LAR*
Director of Public Works

Howard L. Chambers *HLC*
City Manager

AMENDMENT OF 2009 AGREEMENT FOR
SOLID WASTE COLLECTION AND DISPOSAL
BETWEEN THE CITY OF LAKEWOOD AND
EDCO WASTE SERVICES, LLC

The Agreement dated April 28, 2009, is hereby amended to replace Appendix A, BIN AND SPECIAL SERVICE MAXIMUM RATE SCHEDULE, effective July 1, 2013 with Appendix A, BIN AND SPECIAL SERVICE MAXIMUM RATE SCHEDULE, effective July 1, 2014 and Appendix B, CITY OF LAKEWOOD RATE SCHEDULE, effective July 1, 2013 with Appendix B, CITY OF LAKEWOOD RATE SCHEDULE, effective July 1, 2014.

The Agreement of April 28, 2009 is reaffirmed in all other aspects.

Date the 24th day of June, 2014.

SERVICE PROVIDER

CITY OF LAKEWOOD

Edward Burr
EDCO WASTE SERVICES, LLC

Todd Rogers
Mayor

ATTEST

Denise Hayward, City Clerk

APPROVED AS TO FORM:

Steve Skolnik, City Attorney

Appendix A
BIN AND SPECIAL REFUSE SERVICE
MAXIMUM RATE SCHEDULE
Effective July 1, 2014

Service	Maximum Fee	
<i>Trash or Split Bin (½ Trash- ½ Recycle)</i>		
1 Pickup Per Week, 3 yard bin	\$119.18	per month
2 Pickup Per Week, 3 yard bin	\$186.39	per month
3 Pickup Per Week, 3 yard bin	\$253.47	per month
4 Pickup Per Week, 3 yard bin	\$320.55	per month
5 Pickup Per Week, 3 yard bin	\$387.81	per month
6 Pickup Per Week, 3 yard bin	\$455.04	per month
Lock Lids	\$19.30	per month
Automated Trash/Recycle Cart -1 x Week	\$46.24	per month
Automated Trash/Recycle Cart -2 x Week	\$92.49	per month
Extra Automated Trash or Recycle Cart	\$9.91	per cart per dump
Compactor Bins 1 x F/L	\$258.52	
Compactor Bins 2 x F/L	\$404.36	
Compactor Bins 3 x F/L	\$549.81	
Compactor Bins 4 x F/L	\$695.27	
Compactor Bins 5 x F/L	\$841.13	
Compactor Bins 6 x F/L	\$986.94	
Extra Pickups (Excluding Sundays)	\$57.83	
Sunday Pickups	\$85.31	
Steam Clean Bins	\$64.40	
Roll Off Compactors	\$673.04	
Steam Clean Compactors	\$152.93	
Bin Roll Out Service Over 50 Feet 1 x	\$25.75	per bin
Bin Roll Out Service Over 50 Feet 2 x	\$51.49	per bin
Bin Roll Out Service Over 50 Feet 3 x	\$77.26	per bin
Bin Roll Out Service Over 50 Feet 4 x	\$103.01	per bin
Bin Roll Out Service Over 50 Feet 5 x	\$128.77	per bin
Bin Roll Out Service Over 50 Feet 6 x	\$154.52	per bin
Scout Service 1x per week	\$29.52	per bin
Scout Service 2x per week	\$59.03	per bin
Scout Service 3x per week	\$88.55	per bin
Scout Service 4x per week	\$118.06	per bin
Scout Service 5x per week	\$147.58	per bin
Scout Service 6x per week	\$177.10	per bin
Bin Roll Off Containers (Recycling)	\$297.79	plus disposal fee
Shared Bin Usage	\$4.43	per month
Roll-Off Container	\$474.83	per bin
3 Yard Recycling Bins 1x per week	\$43.62	
3 Yard Recycling Bins 2x per week	\$74.79	
3 Yard Recycling Bins 3x per week	\$105.96	
3 Yard Recycling Bins 4x per week	\$137.12	
3 Yard Recycling Bins 5x per week	\$160.84	
3 Yard House Bin – No dirt or concrete	\$104.64	per bin
1 Yard House Bin – Dirt and concrete	\$104.64	per bin
Automated Recycling Carts 1x per week	\$21.31	
Additional Carts 1x per week	\$7.00	
Automated Recycling Carts 2x per week	\$42.62	
Additional Carts 2x per week	\$14.00	
Bulky Item Pick-up (One Item)	\$13.05	
Bulky Item Pick-up (2-4 additional items)	\$10.44	per item

Commencing July 1, 2010, and each fiscal year thereafter, the City Council shall by resolution adjust said maximum cap based on an April-to-April C.P.I. The adjustment shall be prepared by the Director of Finance.

Bad Check Fee: \$25.00

Appendix B
CITY OF LAKEWOOD RATE SCHEDULE
Effective July 1, 2014

RESIDENTIAL COLLECTION SERVICES

Service	Agreement Reference	CONTRACTOR Fee or Payment	Notes
Fiscal Year 2013-2014			
Single Family Residential Collection "Base Rate"	8. A.	\$365,403.99	Per Month
Residential Units			
Base Number on January 2, 2013	8. A.	22,771	Residential Billing equivalent ⁽¹⁾
Residential Unit Adjustment Factor	8. A.	\$16.0469	Per Unit Residential Billing equivalent
Fiscal Year 2013-2014			
Residential Units Demolished	8. A.	0	
Residential Units Constructed	8. A.	0	
Residential Units			
Base Number on January 2, 2014	8. A.	22,771	
Residential Billing Adjustment Factor	8. A.	16.53772403	3.0587%
Single Family Residential Collection "Base Rate"	8. A.	\$376,580.51	Per Month
Extra recycling cart		No charge	
Extra refuse cart		\$3.50	Per unit per month ⁽²⁾
Excess collection charge for non-greenwaste bagged refuse		\$20.50 for up to 10 plastic bags	No construction debris or greenwaste

The above-stated "Base Rate" and "Adjustment Factor" shall be subject to a percentage adjustment commencing July 1, 2013, and on the first day of each fiscal year thereafter. The adjustment shall be applied to the "base rate" in two components, with the service component shall be adjusted in an amount directly related to the increase or decrease in the "Los Angeles-Long Beach All Urban Consumer Price Index April to April". The tipping fee component shall be adjusted in an amount directly related to the increase or decrease of an average of the tipping fee rates for municipal solid waste at SERRF, Puente Hills, and Bel Art Transfer Station on January 1, 2013, and annually thereafter, as compared to the average of those rates on January 1, 2012.

⁽¹⁾ The number of Residential Units for 2013 equivalent reflects a complete count of all small (2-4 unit) multi-family Residential Units; rather than Residential Billing Accounts, which combined some of the small multi-family accounts for billing purposes.

⁽²⁾ Minimum three-month commitment from date of delivery of cart.

Item 1.1.e.49 – Amendment to the Agreement with the City Manager
will be available at the meeting

DIVIDER SHEET

Reports

TO: The Honorable Mayor and City Council

SUBJECT: Submission of Watershed Management Plans

INTRODUCTION

The City of Lakewood is situated in three different watersheds: the Los Cerritos Channel Watershed, the Lower Los Angeles River Watershed, and the Lower San Gabriel Watershed. The new Storm Water System Operating Permit (MS4) adopted by the California Regional Water Quality Control Board (Regional Board) required that the City develop "Watershed Management Programs" (WMP) for each storm watershed including Coordinated Integrated Monitoring Plans (CIMP). The MS4 Permit requires that draft of these WMPs be submitted to the Regional Board by June 28, 2014 for their review and approval. These WMP are the city's first master plans for surface water quality and has a twenty-five year planning horizon. It anticipates a series of local and regional projects, designed to achieve multiple benefits over this time period.

STATEMENT OF FACT

THE WATERSHED MANAGEMENT PROGRAM (WMP) PROCESS

The 2012 MS4 permit gave cities and agencies three pathways towards compliance, including development of WMPs, which was selected by all three of Lakewood's watershed groups. The WMPs include a comprehensive assessment of the conditions of the watersheds and a detailed analysis of steps necessary to achieve pollution reduction goals. WMPs must also include a Reasonable Assurance Analysis (RAA). The RAA involves a model which mathematically tests the effectiveness of the best management practices (BMPs) proposed by the WMPs in reducing surface water pollution.

This process will result in a much more detailed understanding of the true costs to comply with the water quality standards in the Regional Board's Water Quality Control Plan (Basin Plan) and the many TMDLs that have been adopted by the Regional Board or established by USEPA. There have been several studies in the past that have estimated the costs of compliance, including a report by Caltrans that estimated the costs for metropolitan Los Angeles of full compliance with the water quality standards in the Basin Plan at \$54 billion and a study by USC that estimated capital costs to be between \$43.7 billion and \$283.9 billion, depending on the percentage of storms treated. However, these estimates were not based on detailed designs of control measures. The WMP process will eventually result in detailed cost estimates for the design and construction of hundreds, if not thousands of facilities. In essence these WMP's will serve as a Stormwater Quality Master Plan for each of the participating agencies which will ultimately give the public a much more clear picture of how money for stormwater quality control is going to be spent at the local jurisdictional level.

COORDINATED INTEGRATED MONITORING PLAN (CIMP)

When the WMPs are approved by the Regional Board, stringent numerical limits will be phased in as the standards by which compliance is determined. (Past permits required only that prescriptive actions be implemented following a timetable clearly laid out in the MS4 Permits.) The watershed committees must develop monitoring plans that involve taking runoff water samples and performing laboratory testing to confirm these numerical effluent limits are being met. The monitoring plans are being coordinated with the other watershed agencies and integrated to consider multiple potential pollutants. This Coordinated Integrated Monitoring Program, or CIMP, will describe what pollutants will be tested for, where and how often samples will be taken, and what laboratory procedures will be used for analysis.

Monitoring under CIMPs will begin either in late FY 2014-15 or early FY 2015-16, depending on the speed by which the Regional Board can respond and approve the Program. The CIMPs were developed with financial consideration in mind and every effort was made to specify only that which is deemed necessary to satisfy the requirements of the permit and the Regional Board. It should be noted that a stormwater quality monitoring station costs upward of \$100,000 and thus every effort has been made in the planning process to strategically place each of these monitoring stations to maximize the coverage throughout each watershed. This approach differs from a strict interpretation of the MS4 Permit requirements which is that 1 monitoring station shall be placed at a storm drain outfall within each jurisdiction. The watershed technical committees' proposed watershed segmentation approach will yield all required data at a substantially lower costs.

Currently over 20 new monitoring sites are proposed throughout the Los Cerritos, San Gabriel and Lower Los Angeles River watersheds and are proposed to be phased in over a three-year period. The long-term annual monitoring regional costs are estimated to be approximately \$350,000 for the Los Cerritos Channel and \$550,000 for the Lower Los Angeles River. If the Regional Board does not approve the watershed segmentation alternative to outfall monitoring, there would likely be an additional cost of \$500,000 for the Lower Los Angeles Rivers and \$400,000 for the Los Cerritos Channel monitoring costs. Expected costs for the San Gabriel River will be similar.

FINAL WMP APPROVAL

By participating in the Lower Los Angeles River Watershed Technical Committee, the Lower San Gabriel River Technical Committee, and the Los Cerritos Channel Watershed Technical Committee the City has committed itself to the WMP process in all three of these watersheds, including CIMPs as established by the Letter of Intent(s) submitted by the City to the Regional Board in June of 2013 for each of these watersheds. The MS4 Permit requires that draft of these WMPs be submitted to the Regional Board by June 28, 2014 for their review and approval.

FISCAL IMPACT


Costs for preparation and submittal of the WMP documents have been appropriated through earlier City Council actions. The WMPs outline a number of projects for which costs are only preliminarily estimated. At this point in time, it is undetermined how the City will manage these costs over the time period covered by the WMPs. Since the WMP process is iterative, the projects and costs will be revised over time with more certainty to the projects and programs. The City will need to consider multiple funding sources to implement the WMPs, including grants, development impact fees and other fees, following the requirements of Proposition 218. California Contract Cities and the League of California Cities, Los Angeles Division is currently reviewing a series of funding options to assist the cities. For the next one to three years, it is anticipated that the potential sites listed in the WMP will be evaluated, and the feasibility, planning, and design process will begin. In three to five years, construction of these projects is expected to start.

The CIMP will commit the City to certain monitoring activities beginning starting in FY 2014-15. Costs associated with implementation of the both the WMPs and CIMP are uncertain until final programs are approved by the Regional Board.

RECOMMENDATION

Staff recommends that the City Council authorize the submission of the draft Watershed Management Plans for Los Cerritos Channel, Lower Los Angeles River, and the Lower San Gabriel River on behalf of the City of Lakewood to the Los Angeles Regional Water Quality Control Board.

Lisa Ann Rapp 
Director of Public Works

Howard L. Chambers 
City Manager

BACKGROUND – NPDES PERMIT AND WATERSHED MANAGEMENT PLANS

The Los Angeles region faces critical and very costly stormwater and urban runoff water quality challenges. Wet- and dry-weather runoff containing trash, bacteria, metals, and other pollutants drains into channels and waterways and ultimately to the ocean. As a result of this and other pollutant discharges, many water bodies in the Los Angeles region fail to meet State and federal water quality standards and are listed as impaired pursuant to Section 303(d) of the federal Clean Water Act; nearly 100 pollutants are listed in the State's 2010 list of impaired waters as affecting over 500 miles of the region's rivers, streams, lakes, and coastal waters and beaches. Further, our communities also face an uncertain future regarding supply, reliability and affordability of drinking water, and stormwater should be regarded as an important resource. Implementing stormwater capture and use projects should be an important part of an integrated, regional water supply strategy.

TMDL CONSENT DECREE FOR LOS ANGELES COUNTY

USEPA and the Regional Water Board failed to develop TMDLs for more than ten years after the Clean Water Act was amended to specifically address municipal and industrial discharges, triggering litigation brought by the environmental community in Los Angeles County in 1998 (*Heal the Bay et al. v. Browner*, No. C98-4825 SBA [N.D. Cal.]). As a result of this litigation, USEPA entered into a consent decree with the environmental community in 1999 that established a 13-year schedule for EPA to complete TMDLs for approximately 500 waterbody-pollutant combinations in Los Angeles County. For example, the Los Angeles River Watershed was listed in the Consent Decree with ten separate water bodies, including the main river, channels and lakes. The Consent Decree required the completion of TMDLs for 103 waterbody/pollutant combinations in the Los Angeles River Watershed alone. Thirty-three grouped TMDLs have been completed to date in the region, including TMDLs regulating trash, bacteria, nutrients, pesticides, and certain metals.

TMDLS ADDED TO THE 2012 NPDES PERMIT

TMDLs are not "self-implementing" under the Clean Water Act and must be implemented and enforced through agreements, permits, and/or other regulations. The Regional Water Board has chosen to implement the TMDLs by incorporating them into the Los Angeles Area NPDES permits. The thirty-three grouped TMDLs have now been added to the MS4 permit, impacting the vast majority of the region's communities. The permit can also be "reopened" at any time to add new TMDLs as they are adopted.

Once the TMDLs are included in an MS4 permit, TMDL permit terms can be enforced by both the Regional Water Board and by private citizens who can file lawsuits under the CWA in federal court. In an action brought by a citizen group, a municipality can be held liable for civil penalties and attorney's fees and may also be subject to costly injunctive relief. The LACFCD,

County, and local Cities have been served with notices of violation of the 2001 MS4 permit by the Regional Water Board and have been sued by citizen groups in federal court in the past.

Lakewood is subject to a number of TMDLs, which have been discussed with the City Council in the past. These include TMDLs for trash, nitrogen, metals and bacteria on the Los Angeles River; TMDLs for metals in the Los Cerritos Channel and the San Gabriel River, the Los Angeles River Estuary bacteria; and TMDLs for bacteria, metals, chlordane, DDT, PAHs and PCBs in the Los Angeles Harbor.

Congress recently approved the Water Resources Reform and Development Act of 2014 (WRDA). WRDA is the major federal appropriations bill for water, wastewater, flood control and stormwater. Section 603 of WRDA was revised to require that the states develop affordability criteria and that the States can provide assistance to communities that meet the criteria. The U.S. EPA affordability criterion is based on the combined costs per household of water, sewer and stormwater in the range of 2% to 4.5% of household income. The U.S. Conference of Mayors has been working with U.S. EPA to develop a model affordability tool. Staff will continue to monitor the development of the affordability criteria.

THE NPDES PERMIT

The City of Lakewood is situated in three watersheds: the Los Cerritos Channel Watershed, the Lower San Gabriel/Coyote Creek Watershed, and Lower Los Angeles River Watershed and thus, the storm drain system that services the City drains to all three watersheds. The operation of this system is regulated through a Municipal Separate Storm Sewer System (MS4) Permit that is issued by the California Regional Board. This MS4 Permit is renewed approximately every five years by the RWQCB with each subsequent permit becoming more stringent and costly to implement.

The current MS4 permit (Order No. R-2012-0175) became enforceable on December 28, 2012. This MS4 Permit required permittees, such as the City of Lakewood, to select one of three options in development of storm water management plans for each watershed tributary: (1) Implement Minimum Control Measures, (2) Develop a Watershed Management Program, or (3) Develop an Enhanced Watershed Management Program. Each option contains specific requirements and provides unique benefits. The MS4 Permit also required the development of a Monitoring Plan for storm water and urban runoff for each watershed. Since the adoption of the permit, the City of Lakewood has submitted Notices of Intent to the Regional Board to follow the requirements of Option 2 and prepare WMPs for all three watersheds.

LOWER LOS ANGELES RIVER WATERSHED COMMITTEE

The Lower Los Angeles River - Reach 1 Watershed Committee (LLAR Committee) was initially formed in 2009 in anticipation of more stringent storm water quality requirements for the Lower Los Angeles River Watershed being mandated once the MS4 Permit had been renewed with the primary goal of reducing the overall cost of compliance through a multi-agency cooperative

effort. The cooperation among the cities was initially formalized by the signing of Memoranda of Understanding (MOU) in 2010 administered through the GWMA. LLAR Committee membership currently includes a total of 9 cities and agencies, namely: Downey, Lakewood, Long Beach, Lynwood, Paramount, Pico Rivera, Signal Hill, South Gate, and Los Angeles County Flood Control District (LACFCD).

On September 10, 2013, the Council approved entering into a new LLAR Committee MOU authorizing that technical experts be retained to begin collaborative work to prepare the LLAR-Reach 1 WMP. As part of this MOU a \$657,000 budget was established for the development of the LLAR WMP. The City's portion of this cost, as stipulated in the MOU is limited to \$14,435 for FY 13-14.

LOS CERRITOS CHANNEL WATERSHED COMMITTEE

The City of Lakewood has been participating with eight other agencies (Bellflower, Cerritos, Downey, Lakewood, Long Beach, LACFD, Paramount and Caltrans) as part of the Los Cerritos Channel Watershed Committee (LCC Committee) since late 2008, when USEPA released draft Total Maximum Daily Loads (TMDL) for dissolved metals in the Los Cerritos Channel. The cooperation among the cities in determining compliance options was formalized by the signing of the initial MOU in 2010 administered through the GWMA.

On September 10, 2013, the Council entered into a new Los Cerritos Watershed Committee MOU authorizing that technical experts be retained to begin collaborative work to prepare the Los Cerritos WMP. As part of this MOU a \$650,000 budget was established for the development of the LLC WMP. The City's portion of this cost, as stipulated in the MOU is limited to \$116,180 for FY 13-14.

LOWER SANGABRIEL RIVER WATERSHED COMMITTEE

The City of Lakewood has been participating with 13 other cities/agencies (Artesia, Bellflower, Cerritos, Diamond Bar, Downey, Hawaiian Gardens, La Mirada, Long Beach, Norwalk, Pico Rivera, Santa Fe Springs, Whittier and the LACFCD), as part of the Lower San Gabriel River Watershed Committee (LSGR Committee) since 2012, for Total Maximum Daily Loads (TMDL) for metals in the Lower San Gabriel Channel and Coyote Creek tributary. The cooperation among the cities was formalized by the signing of the initial Memoranda MOU in 2012 administered through the GWMA.

On September 10, 2013, the Council entered into a new Lower San Gabriel River Watershed Committee MOU authorizing that technical experts be retained to begin collaborative work to prepare the Los Cerritos WMP. As part of this MOU a \$643,135 budget was established for the development of the LSGR WMP. The City's portion of this cost, as stipulated in the MOU is limited to \$23,633 for FY 13-14.

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

Housing Successor

**CITY OF LAKEWOOD SUCCESSOR AGENCY - HOUSING
FUND SUMMARY 6/5/2014**

In accordance with section 2521 of the Lakewood Municipal Code there is presented herewith a summary of obligations to be paid by voucher 48 through 48. Each of the following demands has been audited by the Director of Administrative Services and approved by the City Manager.

3901	HOUSING SUCCESSOR AGENCY	6,070.00
		<hr/>
		6,070.00

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>
48	06/05/2014	2177	SINDAHA SAMIR	6,070.00	0.00	6,070.00
Totals:				<u>6,070.00</u>	<u>0.00</u>	<u>6,070.00</u>

**CITY OF LAKEWOOD SUCCESSOR AGENCY - HOUSING
FUND SUMMARY 6/12/2014**

In accordance with section 2521 of the Lakewood Municipal Code there is presented herewith a summary of obligations to be paid by voucher 49 through 49. Each of the following demands has been audited by the Director of Administrative Services and approved by the City Manager.

3901	HOUSING SUCCESSOR AGENCY	125.00
		<hr/>
		125.00

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>
49	06/12/2014	40572	CHICAGO TITLE CO	125.00	0.00	125.00
Totals:				<u>125.00</u>	<u>0.00</u>	<u>125.00</u>