

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

September 24, 2019

RECEPTION: Lakewood Celebrates . . .” 6:00 p.m.

CALL TO ORDER 7:30 p.m.

INVOCATION: Pastor Tim Buzbee, Life Center Church

PLEDGE OF ALLEGIANCE: Boy Scout Troop 140

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 MEETING MINUTES - Staff recommends City Council approve Minutes of the Meetings held July 23, and August 27, 2019

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

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

RI-4 MONTHLY REPORT OF INVESTMENT TRANSACTIONS - AUGUST 2019 - Staff recommends City Council approve monthly report of investment transactions.

RI-5 RESOLUTION NO. 2019-44; APPROVING THE NON-COMPETITIVE GRANT APPLICATION FOR THE PARKS AND WATER BOND ACT OF 2018 (PROPOSITION 68) PER CAPITA FUNDS - Staff recommends City Council adopt proposed resolution.

RI-6 AMENDMENT TO AGREEMENT WITH ABCUSD FOR THE STAR DEPUTY PROGRAM - Staff recommends City Council approve the updated agreement with ABC Unified School District for the Success Through Awareness and Resistance Program and authorize the City Manager to sign the annual agreement for service with the Los Angeles County Sheriff's Department.

City Council Agenda

September 24, 2019

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ROUTINE ITEMS: - Continued

- RI-7 COMMUNITY SAFETY COMMISSION RECOMMENDATIONS FOR CHANGES IN PARKING RESTRICTIONS AROUND ARTESIA HIGH SCHOOL CHILDREN'S CENTER, RESOLUTION 2019-45; ESTABLISHING A "SCHOOL BUS ONLY, MONDAY TO FRIDAY, 7:00 AM. TO 4:00 P.M." ZONE ON THE NORTH SIDE OF 207TH STREET; AND RESOLUTION NO. 2019-46; RESCINDING A RESOLUTION PROHIBITING THE PARKING OR STANDING OF VEHICLES ON NORWALK BOULEVARD - Staff recommends City Council adopt proposed resolutions.
- RI-8 RESOLUTION NO. 2019-47; A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAKEWOOD ESTABLISHING PAYING AND REPORTING THE VALUE OF EMPLOYER PAID MEMBER CONTRIBUTION FOR CITY OFFICERS AND EMPLOYEES - Staff recommends City Council adopt proposed resolution.
- RI-9 RESOLUTION NO. 2019-48; A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAKEWOOD APPROVING THE TENTATIVE AGREEMENT BETWEEN THE CITY OF LAKEWOOD AND THE LAKEWOOD CITY EMPLOYEES ASSOCIATION AND ESTABLISHING EMPLOYEE BENEFITS, DEFINING THE CONDITIONS AND HOURS OF EMPLOYMENT AND ADOPTING A CLASSIFICATION AND COMPENSATION PLAN FOR CITY OFFICERS AND EMPLOYEES - Staff recommends City Council adopt proposed resolution.
- RI-10 RESOLUTION NO. 2019-49; A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAKEWOOD REPEALING RESOLUTION NO. 2019-38 PERTAINING TO HOURLY-RATED PART-TIME EMPLOYEES AND ENACTING A PERSONNEL RESOLUTION ESTABLISHING THE COMPENSATION, RULES AND REGULATIONS PERTAINING TO HOURLY-RATED PART-TIME EMPLOYEES - Staff recommends City Council adopt proposed resolution.
- RI-11 ELEVENTH AMENDMENT TO THE CITY OF LAKEWOOD RECREATION LEASE FOR THE LAKEWOOD EQUESTRIAN CENTER - Staff recommends City Council approve the amendment to the City of Lakewood's recreation lease with Sandie Mercer Ranch, Inc. and authorize Mayor and City Clerk to execute the "Eleventh Amendment" to Recreation Lease for Lakewood Equestrian Center subject to approval as to form by the City Attorney.

PUBLIC HEARINGS:

- 1.1 ORDINANCE NO. 2019-3, AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LAKEWOOD ESTABLISHING RULES FOR SIDEWALK VENDING PURSUANT TO GOVERNMENT CODE SECTION 51036, ET SEQ. - Staff recommends City Council hold a public hearing and introduce the proposed ordinance.

ORAL COMMUNICATIONS:

ADJOURNMENT

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

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

Routine Items

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

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COUNCIL AGENDA

September 24, 2019

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

<u>Name</u>	<u>Title</u>	<u>Schedule</u>	<u>Effective Date</u>
1. FULL-TIME EMPLOYEES			
A. Appointments			
None			
B. Changes			
None			
C. Separations			
None			
2. PART-TIME EMPLOYEES			
A. Appointments			
None			
B. Changes			
Desmond Carter	Community Services Leader III Community Services Leader IV	B to B	09/22/2019
Elias Martinez	Community Services Leader II Community Services Leader III	B to B	09/08/2019
Michael Quijada	Community Services Leader IV Community Services Leader III	B to B	09/08/2019
Priscilla Reyes	Community Services Leader IV Community Services Specialist	B to	09/08/2019
C. Separations			
Marc McMurray	Maintenance Trainee II	B	09/04/2019



Thaddeus McCormack
City Manager

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

**CITY OF LAKEWOOD
FUND SUMMARY 9/12/2019**

In accordance with section 2521 of the Lakewood Municipal Code there is presented herewith a summary of obligations to be paid by voucher 94475 through 94558. Each of the following demands has been audited by the Director of Administrative Services and approved by the City Manager.

1010	GENERAL FUND	362,724.37
1050	COMMUNITY FACILITY	1,527.54
1070	RETIREE BENEFITS	200,535.00
5020	CENTRAL STORES	704.95
5030	FLEET MAINTENANCE	3,120.11
7500	WATER UTILITY FUND	354,859.81
8030	TRUST DEPOSIT	742.50
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		924,214.28

Council Approval

Date

City Manager

Attest

City Clerk

Director of Administrative Services

CITY OF LAKEWOOD

SUMMARY CHECK REGISTER

CHECK #	CHECK DATE	VEND #	VENDOR NAME	GROSS	DISC.	CHECK AMOUNT
94475	09/12/2019	2701	AIRE RITE A/C & REFRIGERATION INC	5,023.15	0.00	5,023.15
94476	09/12/2019	1700	ALLIED REFRIGERATION INC	145.64	0.00	145.64
94477	09/12/2019	5179	ALS GROUP USA. CORP.	111.00	0.00	111.00
94478	09/12/2019	58000	AMERICAN TRUCK & TOOL RENTAL INC	193.97	0.00	193.97
94479	09/12/2019	65668	ANICETO. SANDRA	1,201.20	0.00	1,201.20
94480	09/12/2019	443	B&M LAWN AND GARDEN INC	134.98	0.00	134.98
94481	09/12/2019	5266	BAY AREA DRIVING SCHOOL. INC.	87.75	0.00	87.75
94482	09/12/2019	315	CALIF PUBLIC PARKING ASSOCIATION	297.00	0.00	297.00
94483	09/12/2019	53983	CALIF STATE FRANCHISE TAX BOARD	200.00	0.00	200.00
94484	09/12/2019	5146	CASTANEDA. BRANDON	1,040.00	0.00	1,040.00
94485	09/12/2019	7500	CENTRAL BASIN MUNICIPAL WATER	1,755.00	0.00	1,755.00
94486	09/12/2019	45894	CINTAS CORPORATION	75.21	0.00	75.21
94487	09/12/2019	5214	CLEANCOR HOLDINGS LLC	465.00	0.00	465.00
94488	09/12/2019	4963	COUCH. RON JR.	525.00	0.00	525.00
94489	09/12/2019	60195	CR TRANSFER INC	3,676.04	0.00	3,676.04
94490	09/12/2019	4519	CRAFCO. INC.	495.65	0.00	495.65
94491	09/12/2019	5200	DAHLIN GROUP. INC.	6,387.50	0.00	6,387.50
94492	09/12/2019	27200	DICKSON R F CO INC	45,836.43	0.00	45,836.43
94493	09/12/2019	4734	DOSSIER SYSTEMS. INC.	1,383.00	0.00	1,383.00
94494	09/12/2019	5229	DUNRITE PEST CONTROL INC.	260.00	0.00	260.00
94495	09/12/2019	3199	EDCO WASTE SERVICES LLC	142,412.91	0.00	142,412.91
94496	09/12/2019	4435	ELLIOTT AUTO SUPPLY COMPANY INC	63.89	0.00	63.89
94497	09/12/2019	52316	FEDERAL EXPRESS CORP	317.66	0.00	317.66
94498	09/12/2019	64215	GOLD COAST AWARDS INC	153.37	0.00	153.37
94499	09/12/2019	5296	GOVERNMENT TAX SEMINARS. LLC	430.00	0.00	430.00
94500	09/12/2019	5257	GRANITE TELECOMMUNICATIONS. LLC	171.44	0.00	171.44
94501	09/12/2019	54961	HACH COMPANY	1,731.19	0.00	1,731.19
94502	09/12/2019	50468	HANSEN. SUSIE	1,850.00	0.00	1,850.00
94503	09/12/2019	65575	HAP'S AUTO PARTS	104.61	0.00	104.61
94504	09/12/2019	35477	HARA M LAWNMOWER CENTER	70.85	0.00	70.85
94505	09/12/2019	49520	HINDERLITER DE LLAMAS & ASSOC	6,494.96	0.00	6,494.96
94506	09/12/2019	42031	HOME DEPOT	2,674.47	0.00	2,674.47
94507	09/12/2019	4622	JHM SUPPLY INC	556.65	0.00	556.65
94508	09/12/2019	4180	JONES RICHARD D. A PROF LAW CORP	877.50	0.00	877.50
94509	09/12/2019	43017	LARSEN. DEBRA	77.54	0.00	77.54
94510	09/12/2019	44733	LIEBERT CASSIDY WHITMORE	6,282.00	0.00	6,282.00
94511	09/12/2019	4887	MATHESON TRI-GAS. INC.	110.10	0.00	110.10
94512	09/12/2019	5153	MIDWEST MOTOR SUPPLY CO. INC.	211.50	0.00	211.50
94513	09/12/2019	41831	MIEIR-KING. RICHARD	18.20	0.00	18.20
94514	09/12/2019	52588	MILLER DON & SONS	518.59	0.00	518.59
94515	09/12/2019	2434	MSDS ONLINE INC	3,149.00	0.00	3,149.00
94516	09/12/2019	60224	MURPHY. PATRICK JEFF	310.00	0.00	310.00
94517	09/12/2019	4443	O'REILLY AUTOMOTIVE STORES INC	847.55	15.49	832.06
94518	09/12/2019	47554	OFFICE DEPOT BUSINESS SVCS	484.34	0.00	484.34

CITY OF LAKEWOOD SUMMARY CHECK REGISTER

CHECK #	CHECK DATE	VEND #	VENDOR NAME	GROSS	DISC.	CHECK AMOUNT
94519	09/12/2019	4133	OWENS. TIM	4,800.00	0.00	4,800.00
94520	09/12/2019	63708	DY-JO CORPORATION	1,140.00	0.00	1,140.00
94521	09/12/2019	65659	PHASE II SYSTEMS INC	200,535.00	0.00	200,535.00
94522	09/12/2019	4719	JOYCE LOU. INC.	143.33	0.00	143.33
94523	09/12/2019	51171	PERS LONG TERM CARE PROGRAM	70.64	0.00	70.64
94524	09/12/2019	39640	RAYVERN LIGHTING SUPPLY CO INC	122.46	0.00	122.46
94525	09/12/2019	4956	ROSS AVIATION INVESTMENT. LLC	5,213.99	0.00	5,213.99
94526	09/12/2019	65297	S.T.E.A.M.	13,707.06	0.00	13,707.06
94527	09/12/2019	5197	SIGNAL HILL AUTO ENTERPRISES INC.	333.76	0.00	333.76
94528	09/12/2019	26900	SO CALIF SECURITY CENTERS INC	228.64	0.00	228.64
94529	09/12/2019	29400	SOUTHERN CALIFORNIA EDISON CO	464.63	0.00	464.63
94530	09/12/2019	29400	SOUTHERN CALIFORNIA EDISON CO	42,569.98	0.00	42,569.98
94531	09/12/2019	5137	TECHNISOIL GLOBAL INC.	2,095.79	0.00	2,095.79
94532	09/12/2019	5221	THE LEW EDWARDS GROUP	5,750.00	0.00	5,750.00
94533	09/12/2019	52484	TREND OFFSET PRINTING SERVICES INC	6,402.25	0.00	6,402.25
94534	09/12/2019	64024	U S POSTAL SERVICE	10,459.89	0.00	10,459.89
94535	09/12/2019	5254	US DEPARTMENT OF EDUCATION AWG	348.76	0.00	348.76
94536	09/12/2019	64652	CELLCO PARTNERSHIP	3,930.38	0.00	3,930.38
94537	09/12/2019	7400	WATER REPLENISHMENT DISTRICT OF	348,458.73	0.00	348,458.73
94538	09/12/2019	3943	WATERLINE TECHNOLOGIES INC	2,151.38	0.00	2,151.38
94539	09/12/2019	40925	WEST COAST ARBORISTS INC	30,640.60	0.00	30,640.60
94540	09/12/2019	5143	WHITNEY. LAUREAL MONIOUE	58.50	0.00	58.50
94541	09/12/2019	35146	WILLDAN ASSOCIATES	542.50	0.00	542.50
94542	09/12/2019	3699	ATKINSON. LINDA	500.00	0.00	500.00
94543	09/12/2019	3699	BUTLER. BRET A.: BUTLER. HOLLY J.	278.66	0.00	278.66
94544	09/12/2019	3699	CONTRACTOR'S REGISTER. INC.	15.00	0.00	15.00
94545	09/12/2019	3699	CROSS. DONALD	100.00	0.00	100.00
94546	09/12/2019	3699	DE TAPIA. NORA MONTOYA	856.00	0.00	856.00
94547	09/12/2019	3699	FEDLER. LAURA	250.00	0.00	250.00
94548	09/12/2019	3699	HERNANDEZ. ARIANA	250.00	0.00	250.00
94549	09/12/2019	3699	HINOJOSA. JESSICA	250.00	0.00	250.00
94550	09/12/2019	3699	HOPKINS. JUSTINE	500.00	0.00	500.00
94551	09/12/2019	3699	JONES. SHAHEED	250.00	0.00	250.00
94552	09/12/2019	3699	LAKEWOOD WOMEN'S CLUB	250.00	0.00	250.00
94553	09/12/2019	3699	PATTERSON. AUZHANAE	250.00	0.00	250.00
94554	09/12/2019	3699	RIVERA. RAMON	100.00	0.00	100.00
94555	09/12/2019	3699	RODRIGUEZ. MARGARITA	250.00	0.00	250.00
94556	09/12/2019	3699	RUSSELL. KYRA	250.00	0.00	250.00
94557	09/12/2019	3699	VILLALTA. MICHAEL	250.00	0.00	250.00
94558	09/12/2019	3699	WOO. MARGARET	250.00	0.00	250.00
Totals:				<u>924,229.77</u>	<u>15.49</u>	<u>924,214.28</u>

**CITY OF LAKEWOOD
FUND SUMMARY 9/19/2019**

In accordance with section 2521 of the Lakewood Municipal Code there is presented herewith a summary of obligations to be paid by voucher 94559 through 94644. Each of the following demands has been audited by the Director of Administrative Services and approved by the City Manager.

1010	GENERAL FUND	1,587,065.10
1015	SPECIAL OLYMPICS	107.57
1020	CABLE TV	22.63
1030	CDBG CURRENT YEAR	5,716.33
1050	COMMUNITY FACILITY	15,741.73
1336	STATE COPS GRANT	44,620.53
1371	JAG GRANT	15,640.00
1622	LA CNTY MEASURE M	669.49
3001	CAPITAL IMPROV PROJECT FUND	134,575.30
3070	PROPOSITION "C"	5,616.47
5010	GRAPHICS AND COPY CENTER	6,202.76
5020	CENTRAL STORES	2,064.43
5030	FLEET MAINTENANCE	5,129.45
6020	GEOGRAPHIC INFORMATION SYSTEM	265.54
7500	WATER UTILITY FUND	121,549.96
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		1,944,987.29

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
94559	09/19/2019	61142	ADAMS-HILLERY SHARRON	3,199.58	0.00	3,199.58
94560	09/19/2019	4126	AUTOZONE PARTS INC	36.62	0.00	36.62
94561	09/19/2019	443	B&M LAWN AND GARDEN INC	523.08	0.00	523.08
94562	09/19/2019	52244	BELLFLOWER. CITY OF	600.00	0.00	600.00
94563	09/19/2019	62737	BOYES. GOBIND	110.50	0.00	110.50
94564	09/19/2019	42144	BROEKER. CANDACE	16.25	0.00	16.25
94565	09/19/2019	5052	FERRI. JOSEPH G.	250.00	0.00	250.00
94566	09/19/2019	48469	BURWELL MICHAEL RAY	3,495.00	0.00	3,495.00
94567	09/19/2019	65919	CALIF STATE AIR RESOURCES BOARD	110.00	0.00	110.00
94568	09/19/2019	988	CDW LLC	3,056.34	0.00	3,056.34
94569	09/19/2019	7500	CENTRAL BASIN MUNICIPAL WATER	3,545.10	0.00	3,545.10
94570	09/19/2019	45894	CINTAS CORPORATION	65.88	0.00	65.88
94571	09/19/2019	57070	CITY LIGHT & POWER LKWD INC	3,935.00	0.00	3,935.00
94572	09/19/2019	4654	BRAGG INVESTMENT COMPANY. INC.	142.86	0.00	142.86
94573	09/19/2019	5008	COLOR CARD ADMINISTRATOR CORP.	75.08	0.00	75.08
94574	09/19/2019	53451	COMMUNITY FAMILY GUIDANCE CTR	750.00	0.00	750.00
94575	09/19/2019	5194	CUOMO. BIAGIO	369.89	0.00	369.89
94576	09/19/2019	2929	DETTORE. TONY	225.00	0.00	225.00
94577	09/19/2019	3199	EDCO WASTE SERVICES LLC	419,661.50	0.00	419,661.50
94578	09/19/2019	4435	ELLIOTT AUTO SUPPLY COMPANY INC	459.85	0.00	459.85
94579	09/19/2019	5030	FATHOM WATER MANAGEMENT INC.	115,840.99	0.00	115,840.99
94580	09/19/2019	4641	FONTELA. THAO	1,215.50	0.00	1,215.50
94581	09/19/2019	5182	FRED ALLEN ENTERPRISES. INC.	1,342.60	0.00	1,342.60
94582	09/19/2019	4884	FRONTIER CALIFORNIA INC.	2,766.80	0.00	2,766.80
94583	09/19/2019	61688	FULL COMPASS SYSTEMS LTD	448.96	0.00	448.96
94584	09/19/2019	3188	GALLS LLC/OUARTERMASTER LLC	99.52	0.00	99.52
94585	09/19/2019	34845	GLASBY MAINTENANCE SUPPLY CO	327.18	0.00	327.18
94586	09/19/2019	65779	GOLDEN STATE WATER COMPANY	17,784.46	0.00	17,784.46
94587	09/19/2019	33150	GRAINGER W W INC	212.90	0.00	212.90
94588	09/19/2019	61769	GRAUTEN. EVELYN R	251.55	0.00	251.55
94589	09/19/2019	5272	GREENE BACKFLOW	1,040.00	0.00	1,040.00
94590	09/19/2019	65575	HAP'S AUTO PARTS	66.63	0.00	66.63
94591	09/19/2019	35477	HARA M LAWNMOWER CENTER	120.45	0.00	120.45
94592	09/19/2019	4880	HODGE PRODUCTS INC.	481.92	0.00	481.92
94593	09/19/2019	65891	HUMAN SERVICES ASSOCIATION	750.00	0.00	750.00
94594	09/19/2019	36589	IMMEDIATE MEDICAL CARE	190.00	0.00	190.00
94595	09/19/2019	4622	JHM SUPPLY INC	1,008.71	0.00	1,008.71
94596	09/19/2019	4180	JONES RICHARD D. A PROF LAW CORP	4,105.56	0.00	4,105.56
94597	09/19/2019	64510	KRAUSE. DIANN	142.86	0.00	142.86
94598	09/19/2019	53311	LAKEWOOD MEALS ON WHEELS	1,016.75	0.00	1,016.75
94599	09/19/2019	18400	LAKEWOOD. CITY WATER DEPT	48,846.97	0.00	48,846.97
94600	09/19/2019	4783	LANDCARE HOLDINGS INC	7,184.28	0.00	7,184.28
94601	09/19/2019	52357	LESLIE'S POOLMART INC	1,060.99	0.00	1,060.99
94602	09/19/2019	3564	LONG BEACH. CITY OF	643.67	0.00	643.67

CITY OF LAKEWOOD

SUMMARY CHECK REGISTER

CHECK #	CHECK DATE	VEND #	VENDOR NAME	GROSS	DISC.	CHECK AMOUNT
94603	09/19/2019	21600	LOS ANGELES CO SHERIFFS DEPT	988,248.32	0.00	988,248.32
94604	09/19/2019	53098	LOS ANGELES CO TAX COLLECTOR	716.40	0.00	716.40
94605	09/19/2019	36844	LA COUNTY DEPT OF PUBLIC WORKS	18,652.21	0.00	18,652.21
94606	09/19/2019	3843	EDSON JAMES T	1,838.67	0.00	1,838.67
94607	09/19/2019	4443	O'REILLY AUTOMOTIVE STORES INC	551.30	10.60	540.70
94608	09/19/2019	47554	OFFICE DEPOT BUSINESS SVCS	658.09	0.00	658.09
94609	09/19/2019	5287	OFFUTT COMPANIES INC.	43,842.85	0.00	43,842.85
94610	09/19/2019	450	PACIFIC EH & S SERVICES INC	1,792.00	0.00	1,792.00
94611	09/19/2019	4494	PIERSON, JEREMY L.	530.40	0.00	530.40
94612	09/19/2019	4374	PITNEY BOWES INC	618.89	0.00	618.89
94613	09/19/2019	4027	PUREFLOW FILTRATION DIV OF CALIF	547.50	0.00	547.50
94614	09/19/2019	62782	RESOURCE BUILDING MATERIALS	493.88	0.00	493.88
94615	09/19/2019	3048	REVENUE & COST SPECIALISTS. LLC	8,000.00	0.00	8,000.00
94616	09/19/2019	47285	ROTARY CORP	108.96	0.00	108.96
94617	09/19/2019	45437	S & J SUPPLY CO	1,912.10	0.00	1,912.10
94618	09/19/2019	51723	SCMAF OFFICE	250.00	0.00	250.00
94619	09/19/2019	65712	SEDARU INC.	1,999.00	0.00	1,999.00
94620	09/19/2019	52279	SMART & FINAL INC	195.76	0.00	195.76
94621	09/19/2019	5022	MWB COPY PRODUCTS. INC.	114.98	0.00	114.98
94622	09/19/2019	61543	COMPUTER & PERIPHERALS GROUP	208.05	0.00	208.05
94623	09/19/2019	29400	SOUTHERN CALIFORNIA EDISON CO	78,498.60	0.00	78,498.60
94624	09/19/2019	29500	SOUTHERN CALIFORNIA GAS CO	3,603.26	0.00	3,603.26
94625	09/19/2019	4026	SPASEFF TED C	525.00	0.00	525.00
94626	09/19/2019	1676	U S TELEPACIFIC CORP	516.75	0.00	516.75
94627	09/19/2019	60685	TURF STAR	224.22	0.00	224.22
94628	09/19/2019	4907	VARSITY BRANDS HOLDING CO INC	216.82	0.00	216.82
94629	09/19/2019	3943	WATERLINE TECHNOLOGIES INC	904.49	0.00	904.49
94630	09/19/2019	36166	WEGENER, KATHY	854.10	0.00	854.10
94631	09/19/2019	37745	WESTERN EXTERMINATOR CO	57.50	0.00	57.50
94632	09/19/2019	35146	WILLDAN ASSOCIATES	134,575.30	0.00	134,575.30
94633	09/19/2019	3837	WORTHINGTON FORD	151.95	0.00	151.95
94634	09/19/2019	2145	WYNN, LAKYN	169.00	0.00	169.00
94635	09/19/2019	4837	XEROX CORPORATION	3,352.76	0.00	3,352.76
94636	09/19/2019	3699	AGUILAR, HECTOR	250.00	0.00	250.00
94637	09/19/2019	3699	CLARKE, MARGARET	250.00	0.00	250.00
94638	09/19/2019	3699	HANSEN HOKAMA STRUCTURAL ENGINEERS	492.00	0.00	492.00
94639	09/19/2019	3699	KEATON, RICKIA	250.00	0.00	250.00
94640	09/19/2019	3699	LICON, ROSANGELA	250.00	0.00	250.00
94641	09/19/2019	3699	PADILLA, SHIRLEY	250.00	0.00	250.00
94642	09/19/2019	3699	RIOS, ANITA	250.00	0.00	250.00
94643	09/19/2019	3699	ROGERO, ANGELIA	250.00	0.00	250.00
94644	09/19/2019	3699	WILSON, RICHARD	250.00	0.00	250.00
Totals:				<u>1,944,997.89</u>	<u>10.60</u>	<u>1,944,987.29</u>

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

COUNCIL AGENDA

September 24, 2019

TO: The Honorable Mayor and City Council**SUBJECT:** Monthly Report of Investment Transactions – August 2019**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>
08/01/2019	\$ 223.45	MMF	Interest
08/05/2019	17,886.15	CD	Interest 3.190%
08/06/2019	302,438.00	CORP	Purchase 2.400%
08/06/2019	350,024.50	CORP	Sell 1.800%
08/07/2019	6,662.50	CORP	Interest 2.050%
08/12/2019	662.50	CORP	Interest 2.650%
08/13/2019	6,675.00	FHLB	Interest 2.500%
08/14/2019	4,875.00	CORP	Interest 3.250%
08/15/2019	13,750.00	TREAS	Interest 2.750%
08/15/2019	3,781.25	TREAS	Interest 2.750%
08/15/2019	5,156.25	TREAS	Interest 2.750%
08/15/2019	6,093.75	TREAS	Interest 1.625%
08/15/2019	8,250.00	TREAS	Interest 2.750%
08/15/2019	4,468.75	TREAS	Interest 2.250%
08/15/2019	1,968.75	CORP	Interest 1.875%
08/17/2019	2,275.00	CORP	Interest 2.600%
08/22/2019	1,750,000.00	LAIF	Withdrawal
08/23/2019	380,000.00	CORP	Purchase 1.950%
08/25/2019	1,348.06	FNA	Paydown 3.560%
08/25/2019	247.62	FHMS	Paydown 3.203%
08/25/2019	408.67	FHMS	Interest 3.203%
08/25/2019	574.00	FNA	Interest 3.560%
08/29/2019	380,000.00	CD	Purchase 1.850%
08/29/2019	558,588.28	CD	Sell 2.900%
08/31/2019	6,531.25	TREAS	Interest 2.375%
08/31/2019	12,375.00	TREAS	Interest 1.375%

RECOMMENDATION

It is recommended that the City Council receive and file the Monthly Report of Investment Transactions rendered for the month of August 2019.



Jose Gomez
Director of Finance & Administrative Services



Thaddeus McCormack
City Manager

DIVIDER SHEET

COUNCIL AGENDA

September 24, 2019

TO: The Honorable Mayor and City Council

SUBJECT: Resolution Approving the Non-Competitive Grant Application for the Parks and Water Bond Act of 2018 (Proposition 68) Per Capita Funds

INTRODUCTION

The City of Lakewood is eligible to apply for one time per capita funds from California's Park and Water Bond Act of 2018 (Proposition 68). Funds are available for local park rehabilitation, creation and improvement grants to local governments on a per capita basis. Grant recipients are encouraged to utilize awards to rehabilitate existing infrastructure and to address deficiencies in neighborhoods lacking access to the outdoors. The non-competitive grant application requires a City Council resolution to initiate the application process.

STATEMENT OF FACT

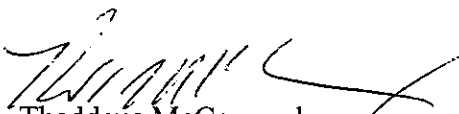
The California Department of Parks and Recreation Office of Grants and Local Services (OGALS) opened the non-competitive grant process and is accepting applications for per capita funds. Final allocations for cities and counties have not been confirmed, but it has been estimated that cities will receive a minimum of \$200,000. Projects not serving a severely disadvantaged community require a 20% match. For the purpose of this grant, a severely disadvantaged community is defined as a community in which the median household income is less than 60% of the statewide average. Eligible match sources include federal funds, local funds, private funds, in-house employee services and volunteer labor.

Application packets are due January 31, 2020, with funding being provided once the project has been approved by OGALS. All approved and funded projects will need to be completed by March 2022. The primary purpose of any project must be public recreation. Specific needs are currently being assessed to determine a qualified project site. City staff will present project recommendations to the Capital Improvement Project Committee at a later time for direction and approval.

RECOMMENDATION

It is the recommendation of staff that the City Council approve the resolution approving the application for per capita non-competitive grant funds from the Water Bond Act of 2018 (Proposition 68).

Valarie Frost, Director *VF*
Recreation and Community Services


Thaddeus McCormack
City Manager

RESOLUTION NO. 2019-44

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
LAKEWOOD, CALIFORNIA, APPROVING THE
APPLICATION FOR APPROVING APPLICATION(S) FOR
PER CAPITA GRANT FUNDS

WHEREAS, the State Department of Parks and Recreation has been delegated the responsibility by the Legislature of the State of California for the administration of the Per Capita Grant Program, setting up necessary procedures governing application(s); and

WHEREAS, said procedures established by the State Department of Parks and Recreation require the grantee's Governing Body to certify by resolution the approval of project application(s) before submission of said applications to the State; and WHEREAS, the grantee will enter into a contract with the State of California to complete project(s);

NOW, THEREFORE, BE IT RESOLVED that the CITY COUNCIL hereby:

1. Approves the filing of project application(s) for Per Capita program grant project(s); and
2. Certifies that said grantee has or will have available, prior to commencement of project work utilizing Per Capita funding, sufficient funds to complete the project(s); and
3. Certifies that the grantee has or will have sufficient funds to operate and maintain the project(s), and
4. Certifies that all projects proposed will be consistent with the park and recreation element of the CITY OF LAKEWOOD general or recreation plan (PRC §80063(a)), and
5. Certifies that these funds will be used to supplement, not supplant, local revenues in existence as of June 5, 2018 (PRC §80062(d)), and
6. Certifies that it will comply with the provisions of §1771.5 of the State Labor Code, and
7. (PRC §80001(b)(8)(A-G)) To the extent practicable, as identified in the "Presidential Memorandum--Promoting Diversity and Inclusion in Our National Parks, National Forests, and Other Public Lands and Waters," dated January 12, 2017, the CITY OF LAKEWOOD will consider a range of actions that include, but are not limited to, the following:
 - (A) Conducting active outreach to diverse populations, particularly minority, low income, and disabled populations and tribal communities, to increase awareness within those communities and the public generally about specific programs and opportunities.
 - (B) Mentoring new environmental, outdoor recreation, and conservation leaders to increase diverse representation across these areas.
 - (C) Creating new partnerships with state, local, tribal, private, and nonprofit organizations to expand access for diverse populations.
 - (D) Identifying and implementing improvements to existing programs to increase visitation and access by diverse populations, particularly minority, low-income, and disabled populations and tribal communities.

- (E) Expanding the use of multilingual and culturally appropriate materials in public communications and educational strategies, including through social media strategies, as appropriate, that target diverse populations.
- (F) Developing or expanding coordinated efforts to promote youth engagement and empowerment, including fostering new partnerships with diversity-serving and youth-serving organizations, urban areas, and programs.
- (G) Identifying possible staff liaisons to diverse populations.
8. Agrees that to the extent practicable, the project(s) will provide workforce education and training, contractor and job opportunities for disadvantaged communities (PRC §80001(b)(5)).
9. Certifies that the grantee shall not reduce the amount of funding otherwise available to be spent on parks or other projects eligible for funds under this division in its jurisdiction. A one-time allocation of other funding that has been expended for parks or other projects, but which is not available on an ongoing basis, shall not be considered when calculating a recipient’s annual expenditures. (PRC §80062(d)).
10. Certifies that the grantee has reviewed, understands, and agrees to the General Provisions contained in the contract shown in the Procedural Guide; and
11. Delegates the authority to the CITY MANAGER, or designee to conduct all negotiations, sign and submit all documents, including, but not limited to applications, agreements, amendments, and payment requests, which may be necessary for the completion of the grant scope(s); and
12. Agrees to comply with all applicable federal, state and local laws, ordinances, rules, regulations and guidelines.

ADOPTED AND APPROVED THIS 24TH DAY OF SEPTEMBER, 2019.

I, the undersigned, hereby certify that the foregoing Resolution Number 2019-_____ was duly adopted by the CITY COUNCIL following a 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

COUNCIL AGENDA

September 24, 2019

TO: The Honorable Mayor and City Council

SUBJECT: Agreement with ABC Unified School District for the Success Through Awareness and Resistance Program

INTRODUCTION

Since September 1989, the City of Lakewood has collaborated with ABC Unified School District (District) to provide a substance abuse prevention program in the elementary schools located in Lakewood. The program originally known as the Substance Abuse and Narcotics Education (SANE) Program was renamed as the Success Through Awareness and Resistance (STAR) Program in 1999.

STATEMENT OF FACT

The Los Angeles County Sheriff's Department has offered a substance abuse prevention program since 1989. Deputies teach the program to elementary school students in the 4th and 5th grades at Aloha, Melbourne, Palms and Willow schools. The curriculum is selected by District with the approval of the City and Sheriff's Department.

This valuable program is taught in classrooms over several weeks. In addition to the information provided through the curriculum, Deputies spend considerable time with the children during recess, lunch and special activities. They develop lasting relationships that instill confidence in the children and the opportunity to experience law enforcement in a positive manner.

Under terms of the current agreement, the City and District share the cost of the program 50% each. The City is billed the full cost by the Sheriff's Department and then invoices ABCUSD for their 50% share. In discussion of the billing arrangement, City and ABCUSD staff believe direct billing to each party is a simpler process. The recommended new agreement properly reflects the current name of the STAR program and provides for direct billing of the shared cost between the City and District.

STAFF RECOMMENDATION

It is recommended that the City Council approve the updated agreement with ABC Unified School District for the Success Through Awareness and Resistance Program and authorize the City Manager to sign the annual agreement for service with the Los Angeles County Sheriff's Department.

Joshua Yordt
Director of Public Safety



Thaddeus McCormack
City Manager

AGREEMENT
FOR
STAR PROGRAM

THIS AGREEMENT is made and entered into this 24th day of September, 2019 by and between the City of Lakewood, a Municipal Corporation, hereinafter referred to as "City" and the ABC Unified School District, hereinafter referred to as "District",

Whereas, the Sheriff of Los Angeles County has the capability of providing to City and District as part of law enforcement services a Success Through Awareness and Resistance (STAR) Program; and

Whereas, District has request that City partner in providing its elementary schools within City such a program for which City and District will each pay 50% of the costs thereof; and

Whereas, a STAR Program within the City of Lakewood is in the public interest of the City and should be implemented as herein set forth.

NOW, THEREFORE, IT IS AGREED AS FOLLOWS

Effective the 24th day of September, 2019 and as long thereafter as City and District elect to maintain a STAR Program within the corporate limits of the City of Lakewood, City and District agree to share a Success Through Awareness and Resistance Program in the elementary schools of District located within City through their contracts for law enforcement services with the County of Los Angeles.

Unless sooner terminated as hereinafter provided this Agreement shall remain in effect as long as City and District maintain a law enforcement agreement with the County of Los Angeles. Notwithstanding the foregoing City or District may terminate this agreement at any time by giving the other party at least sixty (60) days written notice thereof.

In consideration of said services, City and District agree to share the cost of the STAR Program. City agrees to pay directly to the County of Los Angeles an amount equal to 50% of the total cost. District agrees to pay directly to the County of Los Angeles an amount equal to 50% of the total cost.

It is understood and agreed by the parties that specially trained deputies of the Los Angeles County Sheriff's Department will teach substance abuse prevention programs to students in grades 5 and 6 in the following elementary schools located with the City of Lakewood:

Aloha, Melbourne, Palms, and Willow

The District shall determine the curriculum, with the approval of City. The service level and number of classes receiving instruction will be approved by City and District at the beginning of each school year, prior to the start of the classroom instruction for the STAR Program.

Any notice required to be given under this agreement shall be given in writing and by enclosing the same in a sealed envelope, postage prepaid, depositing the same in the United States Post Office or by personal service as follows:

CITY	City Manager City of Lakewood 5050 Clark Avenue Lakewood, CA 90712
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DISTRICT	Superintendent ABC Unified school District 16700 Norwalk Boulevard Cerritos, CA 90703
----------	--

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

CITY OF LAKEWOOD

By _____
Mayor

ATTEST

City Clerk

ABC UNIFIED SCHOOL DISTRICT

By _____
Superintendent

DIVIDER SHEET

COUNCIL AGENDA

September 24, 2019

TO: The Honorable Mayor and City Council

SUBJECT: Community Safety Commission recommendations for changes in parking restrictions around the Artesia High School Children's Center

INTRODUCTION

The Community Safety Commission met on September 9, 2019, to consider various community safety matters that included the consideration of a request for changes in the parking restrictions around the Artesia High School Children's Center, a school that is part of the ABC Unified School District.

STATEMENT OF FACT


Staff was contacted and received a request from the Transportation and Maintenance Department for ABC Unified School District for a "School Bus Only" zone on the south side of the school on 207th Street. Staff considered the request and discussed the placement and appropriate location of the desired zone. If approved, the zone would allow school bus loading and unloading from 7:00 AM to 4:00 PM, Monday through Friday.

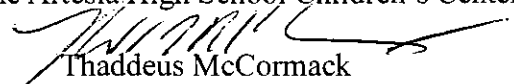
Established in 1980 by Resolution 80-2, there is currently a 170' No Parking 7AM to 5PM School Days Only zone on the west side of Norwalk Boulevard, north of 207th Street. This zone is not in the appropriate location for use and should be removed by the rescindment of Resolution 80-2.

The recommended Resolutions provide details of the changes, such as, where the zone begins and ends. This is needed in order to properly post signage and for enforcement.

RECOMMENDATION

The Community Safety Commission recommends that the City Council approve the attached Resolutions for changes in parking restrictions around the Artesia High School Children's Center.

Lisa Ann Rapp 
Director of Public Works


Thaddeus McCormack
City Manager

RESOLUTION NO. 2019-45

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAKEWOOD ESTABLISHING A "SCHOOL BUS ONLY, MONDAY TO FRIDAY, 7:00 A.M. TO 4:00 P.M." ZONE ON THE NORTH SIDE OF 207TH STREET WITHIN THE CITY OF LAKEWOOD.

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

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

SECTION 2. No person shall park or leave a vehicle in said "SCHOOL BUS ONLY, MONDAY TO FRIDAY, 7:00 A.M. TO 4:00 P.M." zone, as hereby established, on the north side of 207th Street beginning at a point one hundred thirty (130) feet west of the west curb line of Norwalk Boulevard continuing westerly for a distance of one hundred fifty (150) feet, within the City of Lakewood.

SECTION 3. No such "SCHOOL BUS ONLY, MONDAY TO FRIDAY, 7:00 A.M. TO 4:00 P.M." zone hereby established shall be effective until said curb shall be painted or signs posted indicating such limited parking zone as herein authorized.

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

ADOPTED AND APPROVED this 24th day of September, 2019.

Mayor

ATTEST:

City Clerk

RESOLUTION NO. 2019-46

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAKEWOOD RESCINDING A RESOLUTION PROHIBITING THE PARKING OR STANDING OF VEHICLES ON NORWALK BOULEVARD WITHIN THE CITY OF LAKEWOOD

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

SECTION 1. Resolution No. 80-2 entitled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAKEWOOD PROHIBITING THE PARKING OR STANDING OF VEHICLES BETWEEN 7 A. M. AND 5 P. M., SCHOOL DAYS ONLY ON THE WEST SIDE OF NORWALK BOULEVARD FROM 430 FEET NORTH OF THE NORTH CURB LINE OF 207TH STREET TO A POINT 599 FEET NORTH OF SAID NORTH CURB LINE, WITHIN THE CITY OF LAKEWOOD (CSC 79-58)

is hereby rescinded.

SECTION 2. This resolution has been adopted pursuant to a Community Safety Commission recommendation.

ADOPTED AND APPROVED this 24th day of September, 2019.

Mayor

ATTEST:

City Clerk

DIVIDER SHEET

COUNCIL AGENDA

September 24, 2019

TO: The Honorable Mayor and City Council

SUBJECT: Adoption of Resolution Paying and Reporting the Value of Employer Paid Member Contribution for City Officers and Employees

INTRODUCTION

This resolution establishes the payment and reporting of Employer Paid Member Contribution (EPMC) to the California Public Employees Retirement System (CalPERS) for “Classic Members,” effective July 1, 2019.

STATEMENT OF FACT

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

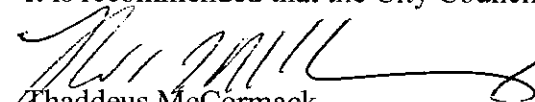
- Executive Management Officers
- Management and Administrative Officers
- Supervisory and Junior Administrative Employees
- General and Miscellaneous Employees
- Part-time Schedule B Employees

The following benefit terms will be effective July 1, 2019, with the adoption of this resolution:

- Retirement System – Employees who fall under the “Classic Member” category as defined by the California Public Employees’ Pension Reform Act of 2013 (PEPRA) will pay 3.25% of the employee member contribution (EPMC). The City will pay 3.75% of the EPMC and include its value in the salary reported to CalPERS.

RECOMMENDATION

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


Thaddeus McCormack
City Manager

RESOLUTION NO. 2019-47

A RESOLUTION OF THE CITY COUNCIL OF THE CITY
OF LAKEWOOD ESTABLISHING PAYING AND
REPORTING THE VALUE OF EMPLOYER PAID MEMBER
CONTRIBUTION FOR CITY OFFICERS AND EMPLOYEES

WHEREAS, the Lakewood City Council has the authority to implement Government Code Section 20636(c) (4) pursuant to Section 20691;

WHEREAS, the Lakewood City Council has a written labor policy or agreement, which specifically provides for the normal member contributions to be paid by the employer, and reported as additional compensation;

WHEREAS, one of the steps in the procedures to implement Section 20691 is the adoption by the Lakewood City Council of a Resolution to commence paying and reporting the value of said Employer Paid Member Contributions (EPMC);

WHEREAS, the Lakewood City Council has identified the following conditions for the purpose of its election to pay EPMC;

- This benefit shall apply to all city officers and employees who fall under the "Classic Member" category as defined by the California Public Employees' Pension Reform Act of 2013 (PEPRA).
- This benefit shall consist of paying 3.75% of the normal contributions as EPMC, and reporting the same percent (value) of compensation earnable** {excluding Government Code Section 20636(c) (4)} as additional compensation.
- The effective date of this Resolution shall be July 1, 2019.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Lakewood elects to pay and report the value of EPMC, as set forth above.

ADOPTED AND APPROVED THIS 24TH DAY OF SEPTEMBER, 2019.

Mayor

ATTEST:

City Clerk

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

COUNCIL AGENDA

September 24, 2019

TO: The Honorable Mayor and City Council

SUBJECT: Adoption of Resolution Approving the Tentative Agreement Between the City of Lakewood and Lakewood City Employees Association and Establishing Employee Benefits, Defining the Conditions and Hours of Employment and Adopting a Classification and Compensation Plan for City Officers and Employees

INTRODUCTION

This resolution establishes employee benefits, conditions and hours of employment, and a classification and compensation plan for City officers and employees, effective FY 2019-2020.

STATEMENT OF FACT

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

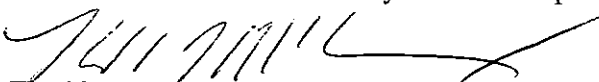
- Executive Management Officers
- Management and Administrative Officers
- Supervisory and Junior Administrative Employees
- General and Miscellaneous Employees

The following compensation and benefit terms will be effective July 1, 2019, with the adoption of this resolution:

- Basic Compensation Plan – The City shall grant an increase of 1.25%.
- Retirement System – Employees who fall under the “Classic Member” category as defined by the California Public Employees’ Pension Reform Act of 2013 (PEPRA) will pay 3.25% of the employee member contribution (EPMC). The City will pay 3.75% of the EPMC and include its value in the salary reported to CalPERS.
- Cafeteria Benefit Plan – Effective with the first paycheck in December 2019, the City shall provide an increase of \$25.00 per month for a total monthly contribution of \$1,259.02.
- Bereavement Leave – Employees shall be eligible for four (4) days for a loss requiring travel more than 500 miles one way, with verification provided by the employee on the need to travel.
- Footwear – City shall add the following suppliers as designated suppliers for the purchase of work shoes/boots along with Sears: Amazon, Boot World, Galls and Red Wing
- Uniforms – City shall add cleaning service for water and irrigation employees and add a windbreaker under the basic uniform set provided to new hire employees.

RECOMMENDATION

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


Thaddeus McCormack
City Manager

RESOLUTION NO. 2019-48

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

WHEREAS, the Lakewood City Council heretofore adopted Resolution No. 2018-52 pertaining to Employee Benefits and the Classification and Compensation of City Officers and Employees; and

WHEREAS, Resolution 2018-52 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, 2018 through June 30, 2019; and

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

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

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

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

WHEREAS, said agreement amends the terms of the Memorandum of Understanding approved in Resolution 2018-52 and is applicable fiscal year 2019-2020 commencing July 1, 2019 except as hereinafter stated otherwise, to the members of said organization; and

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

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

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

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

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

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

WHEREAS, the Tentative Agreement, attached hereto for the fiscal year 2019-2020 along with this resolution shall constitute the City of Lakewood employee benefits, definitions and conditions of employment and the classification and compensation plans for all city officers and employees within the classified service;

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

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

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

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

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

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

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

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

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

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

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

SECTION 6. Employee Benefits and Duties

A. Attachment “A.”

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

B. Attendance to Duty.

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

C. Hours and Days of Work.

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

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

D. Fair Labor Standards Act - Exemptions

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

Salary Basis Requirement

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

Circumstances in Which the City May Make Deductions from Pay

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

1. when an exempt employee is absent from work for personal reasons other than sickness or disability;
2. for absences due to sickness or disability if the deduction is made in accordance with a bona fide plan, policy or practice of providing compensation for salary lost due to illness;

3. to offset amounts employees receive as jury or witness fees, or for military pay; or
4. for unpaid disciplinary suspensions of one or more full days imposed in good faith for workplace conduct rule infractions as provided for in Section 16.0 of the Personnel Rules, Regulations and Procedures.

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

City Policy

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

What To Do If An Improper Deduction Occurs

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

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

FLSA Exempt Employees

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

E. Mileage

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

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

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

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

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

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

F. Administrative Leave

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

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

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

- 1) Executive Management Officers – distributions for all unused administrative leave shall be made to the employee's 401(a) Plan account;
- 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 Finance & Administrative Services is hereby authorized to make all necessary payroll withholdings, deposits and leave conversions as authorized by the Defined Contribution and Defined Benefit Supplemental Retirement Savings Plans as established in Resolutions No. 2001-73 and 2005-16.

L. Vacation Compensation

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

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

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

M. Longevity Pay

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

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

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

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

N. Sick Leave Accumulation and Payoff

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

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

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

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

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

O. Long Term Disability Insurance

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

SECTION 7. All funds necessary to carry out the provisions of this resolution are hereby appropriated to the proper budgetary account. The compensation provided in Attachment "B" shall be effective July 1, 2019, as to all affected employees in the City's service on that date.

ADOPTED AND APPROVED THIS 24TH DAY OF SEPTEMBER 2019.

Mayor

ATTEST:

City Clerk

TENTATIVE AGREEMENT BETWEEN
CITY OF LAKEWOOD & LAKEWOOD CITY EMPLOYEES ASSOCIATION
FISCAL YEAR 2019-2020

The City of Lakewood (City) and Lakewood City Employees Association (LCEA) have met and conferred in good faith and have reached tentative agreement (TA) on the terms and conditions of employment and other issues within the scope of representation for the employees in the LCEA represented bargaining unit for the period July 1, 2019, to June 30, 2020. The following are the terms of the TA. The parties agree to recommend these terms and conditions for acceptance and ratification by the Lakewood City Council and the LCEA membership respectively. In reaching this TA the parties agree that they have fulfilled their obligations to meet and confer in good faith on all issues within the scope of representation concerning all bargaining unit employees. The parties also agree that after ratification the terms of the TA as set forth below shall be incorporated into a comprehensive memorandum of understanding (MOU) which shall thereupon be signed by the duly authorized representatives of the parties and then adopted by City Council resolution. That MOU, once ratified, shall be implemented and shall govern the relationship between the parties and establish the terms and conditions of employment of the affected employees for fiscal year 2019-2020.

Article 4. Basic Compensation Plan:

Section 1. Wage and Salary Plan. Add: Effective the first pay period in July 2019 the City shall grant an across-the-board increase of 1.25%.

Section 2. Application of wage and Salary Plan. Each employee shall be assigned by the City Manager to an appropriate classification and salary step in the Wage and Salary plan. Thereafter, advancement in salary plan shall be governed by the terms and provisions of this agreement and applicable City resolutions. In the event any employee of the City, on the date of adoption of this Wage and Salary plan is receiving salary in excess of that authorized for said employee under said plan, said employee shall continue to receive said excess salary until the employee is reclassified, promoted or demoted.

The Wage and Salary Plan included in Exhibit "A" establishes the classification of employees and the range of salary for each classification on a step basis as therein set forth. Each step shall be for a period of one year of continuous service within the step except probationary employees may be advanced to the next higher step after completion of six month probationary period. Should any non-bargaining group receive an across the board cost of living increase in salary or an increase to the City's cafeteria benefit during the fiscal year beginning July 1, 2019, the City will provide the same increase to LCEA members on an across the board basis.

Article 10. Work Hours and Holidays: (add new rosters of holidays for fiscal year 2019-20)
Employees occupying full time, regular positions shall be credited with holiday hours that are to be used for December 26, 2019. City Hall will be closed from December 23, 2019 to December 27, 2019. This year the Day After Thanksgiving falls on Friday, November 29, 2019 which is an

off Friday for employees that work a standard 9/80 work schedule; this holiday will be credited and used towards Monday, December 23, 2019.

Article 14. Bereavement Leave: Revise (B) Number of Bereavement Leave Days: to include the following employee shall be allowed up to four (4) working days of bereavement leave with pay for a loss requiring travel more than 500 miles one way, with verification provided by the employee on the need to travel.

Article 24. Cafeteria Benefit Plan: Revise Section 3 to read: Effective with the first paycheck in December 2019, the City shall provide an increase of \$25.00 per month for a total monthly contribution of \$1,259.02 towards cafeteria benefits. The cafeteria monthly contribution is inclusive of the statutory Public Employees Medical and Hospital Care Act (PEMHCA) minimum contribution.

Article 26. Retirement System:

Section 1. Update to reflect that employees who fall under the "Classic Member" category will pay 3.25% of the employee member contribution (EPMC). The City will pay 3.75% of the EPMC and include its value in the salary reported to CalPERS.

Section 4. Retiree Medical: Update (C) to reflect revised PEHMCA rates and read: In 2019 the PEMHCA minimum employer contribution is \$136 per month and in 2020 it will be \$139 per month.

Article 29. Uniforms:

Section 4. Update to include a windbreaker under the basic uniform set that is provided to new hires.

Section 7. Update to reflect addition of the following suppliers as designated suppliers for the purchase of work shoes/boots along with Sears: Amazon, Boot World, Galls and Red Wing.

Section 9. Update to reflect the classifications whom are provided a uniform through a uniform service.

Article 48. Memorandum of Understanding: The term of this memorandum of understanding shall be from July 1, 2019, to and concluding June 30, 2020.

City of Lakewood

Lakewood City Employees Association

By: _____

By: _____

Date: September____, 2019

Date: September____, 2019

**WAGE, SALARY AND CLASSIFICATION PLAN
FY 2019-2020
(Effective July 1, 2019)**

**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	3366	3534	3711	3895	4090
2A	PABX Operator/Receptionist	3454	3624	3807	3996	4198
6A	Account Clerk	3810	3998	4202	4411	4632
6A	Senior Clerk	3810	3998	4202	4411	4632
7A	Maintenance Worker	3904	4097	4303	4516	4744
8A	Administrative Clerk	4001	4203	4412	4633	4868
8A	Customer Service Liaison	4001	4203	4412	4633	4868
8A	Parking Control Officer	4001	4203	4412	4633	4868
8A	Public Utility Customer Service Representative	4001	4203	4412	4633	4868
8A	Purchasing Clerk	4001	4203	4412	4633	4868
10A	Building Clerk	4209	4418	4640	4873	5117
10A	Community Safety Specialist	4209	4418	4640	4873	5117
10A	Park Maintenance Worker	4209	4418	4640	4873	5117
10A	Senior Account Clerk	4209	4418	4640	4873	5117
12A	Special Event Assistant	4420	4641	4875	5120	5375
12A	Personnel Clerk	4420	4641	4875	5120	5375
12A	Secretary	4420	4641	4875	5120	5375
12A	Tree Trimmer I	4420	4641	4875	5120	5375
12A	Water Utility Worker	4420	4641	4875	5120	5375
13A	Accounting Technician	4530	4756	4992	5244	5507
13A	Licensed Pesticide Applicator	4530	4756	4992	5244	5507
13A	Senior Park Maintenance Worker	4530	4756	4992	5244	5507
13A	Skilled Trades Worker	4530	4756	4992	5244	5507
14A	Centre AV Technician	4641	4875	5120	5375	5644
14A	Graphics & Media Technician	4641	4875	5120	5375	5644
14A	Irrigation Repair Worker	4641	4875	5120	5375	5644
14A	Light Equipment Operator	4641	4875	5120	5375	5644
14A	Media Operations Spec. I	4641	4875	5120	5375	5644
15A	Administrative Secretary	4756	4992	5244	5507	5781
15A	Fleet Maintenance Technician	4756	4992	5244	5507	5781
15A	Personnel Technician	4756	4992	5244	5507	5781
15A	Senior Water Utility Worker	4756	4992	5244	5507	5781
15A	Tree Trimmer II	4756	4992	5244	5507	5781
16A	Maintenance Carpenter	4877	5122	5377	5648	5930
16A	Maintenance Painter	4877	5122	5377	5648	5930
16A	Maintenance Plumber	4877	5122	5377	5648	5930
18A	Fleet Maintenance Lead Worker	5125	5381	5651	5933	6232
18A	Media Operations Spec. II	5125	5381	5651	5933	6232
18A	Park Maintenance Lead Worker	5125	5381	5651	5933	6232
18A	Parking Control Lead Worker	5125	5381	5651	5933	6232
18A	Public Works Technician	5125	5381	5651	5933	6232
18A	Pump Station Operator	5125	5381	5651	5933	6232
18A	Skilled Trades Lead Worker	5125	5381	5651	5933	6232
18A	Tree Lead Worker	5125	5381	5651	5933	6232
19A	Printing Services Lead Worker	5255	5516	5791	6083	6387
20A	Deputy City Clerk	5381	5651	5933	6232	6542
20A	Water Distribution Lead Worker	5381	5651	5933	6232	6542
23A	Water Production Lead Worker	5798	6088	6392	6712	7048
24A	Public Works Inspector	5943	6240	6554	6880	7225
26A	Maintenance Electrician	6240	6552	6883	7224	7588
29A	Helicopter Pilot I	6738	7074	7428	7800	8188

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

WAGE, SALARY AND CLASSIFICATION PLAN
FY 2019-2020
(Effective July 1, 2019)

SUPERVISORY AND JUNIOR ADMINISTRATIVE EMPLOYEES

Schedule		Step 1	Step 2	Step 3	Step 4	Step 5
No.	Classification	Monthly*	Monthly*	Monthly*	Monthly*	Monthly*
15B	Management Aide	4756	4992	5244	5506	5781
16B	Administrative Assistant I	4885	5131	5387	5657	5941
16B	Crime Prevention Specialist	4885	5131	5387	5657	5941
16B	Planning Technician	4885	5131	5387	5657	5941
18B	Accountant	5133	5391	5662	5943	6241
18B	Supervising Parking Control Officer	5133	5391	5662	5943	6241
20B	Recreation Program Coordinator	5392	5663	5945	6244	6554
20B	Video Producer	5392	5663	5945	6244	6554
22B	Administrative Assistant II	5664	5947	6247	6559	6885
22B	Assistant Project Manager	5664	5947	6247	6559	6885
22B	Executive Secretary	5664	5947	6247	6559	6885
24B	Assistant Planner	5951	6250	6565	6893	7238
24B	Community Conservation Representative	5951	6250	6565	6893	7238
24B	Community Services Supervisor	5951	6250	6565	6893	7238
24B	Community Transportation Supervisor	5951	6250	6565	6893	7238
24B	Human Resources Analyst	5951	6250	6565	6893	7238
24B	Media Services Coordinator	5951	6250	6565	6893	7238
24B	Public Information Specialist	5951	6250	6565	6893	7238
26B	Housing Specialist	6260	6574	6900	7246	7609
26B	Project Manager	6260	6574	6900	7246	7609
26B	Senior Management Analyst	6260	6574	6900	7246	7609
27B	Environmental Resources Supv.	6411	6733	7068	7423	7794
27B	Facilities Maint. Supervisor	6411	6733	7068	7423	7794
27B	Fleet Manager	6411	6733	7068	7423	7794
27B	Tree & Hardscape Supervisor	6411	6733	7068	7423	7794
28B	Community Relations Manager	6571	6899	7245	7605	7990
28B	Senior Producer	6571	6899	7245	7605	7990
28B	Water Distribution Supervisor	6571	6899	7245	7605	7990
29B	Associate Planner	6738	7074	7428	7800	8188
29B	Environmental Programs Manager	6738	7074	7428	7800	8188
29B	GIS Analyst	6738	7074	7428	7800	8188
29B	Water Administration Manager	6738	7074	7428	7800	8188
31B	Community Services Manager	7079	7431	7804	8196	8602
31B	Senior Accountant	7079	7431	7804	8196	8602
31B	Senior Human Resources Analyst	7079	7431	7804	8196	8602
33B	Helicopter Pilot II	7430	7803	8195	8601	9032
38B	Purchasing Officer	8408	8830	9269	9733	10221

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

WAGE, SALARY AND CLASSIFICATION PLAN
FY 2019-2020
(Effective July 1, 2019)

MANAGEMENT AND ADMINISTRATIVE OFFICERS

Schedule		Step 1	Step 2	Step 3	Step 4	Step 5
No.	Classification	Monthly*	Monthly*	Monthly*	Monthly*	Monthly*
32B	Crime Prevention Manager	7257	7620	7998	8399	8820
32B	Community Development Coordinator	7257	7620	7998	8399	8820
34B	Neighborhood Preservation Mgr.	7616	7998	8397	8818	9260
35B	Senior Planner	7806	8198	8606	9035	9486
36B	IT Services Manager	8001	8403	8822	9261	9725
36B	Senior Project Manager	8001	8403	8822	9261	9725
36B	Finance Manager	8001	8403	8822	9261	9725
38B	Assistant to the City Manager	8408	8830	9269	9733	10221
38B	Parks Superintendent	8408	8830	9269	9733	10221
39B	City Architect	8618	9049	9502	9977	10476
40B	Asst. Dir., Rec. & Comm. Serv.	8842	9285	9750	10235	10748
40B	Asst. Director, Finance & Admin Services	8842	9285	9750	10235	10748
40B	Asst. Director, Comm. Dev.	8842	9285	9750	10235	10748
40B	Asst. Director, Public Works	8842	9285	9750	10235	10748
40B	Asst. Director of Water Resources	8842	9285	9750	10235	10748
40B	City Clerk	8842	9285	9750	10235	10748
40B	Human Resources Manager	8842	9285	9750	10235	10748
40B	Public Information Officer	8842	9285	9750	10235	10748

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

WAGE, SALARY AND CLASSIFICATION PLAN
FY 2019-2020
(Effective July 1, 2019)

EXECUTIVE MANAGEMENT OFFICERS

Schedule		Step 1	Step 2	Step 3	Step 4	Step 5
No.	Classification	Monthly*	Monthly*	Monthly*	Monthly*	Monthly*
EDPS	Director of Public Safety	10497	11025	11576	12153	12772
EDCM	Deputy City Manager	13505	14181	14890	15634	16417
EDCD	Director of Comm. Dev	13505	14181	14890	15634	16417
EDRS	Director of Recreation and Community Services	13505	14181	14890	15634	16417
EDWR	Director of Water Resources	13702	14386	15105	15861	16653
EACM	Asst. City Mgr	14408	15129	15884	16679	17513
EDPW	Director of Public Works	14408	15129	15886	16679	17513
EDAS	Director of Finance & Administrative Services	15902	16699	17532	18409	19329
CMGR	City Manager	20189				

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

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

COUNCIL AGENDA

September 24, 2019

TO: The Honorable Mayor and City Council

SUBJECT: Adoption of Resolution Repealing Resolution No. 2019-38 and Enacting a Personnel Resolution Establishing Compensation, Rules and Regulations Pertaining to Hourly-Rated Part-Time Employees

INTRODUCTION

This resolution repeals a previous resolution and enacts a personnel resolution that establishes compensation, rules and regulations pertaining to hourly-rated part-time employees, effective July 1, 2019.

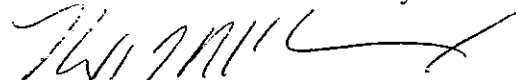
STATEMENT OF FACT

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

The City shall grant an increase of 1.25% to the hourly rates for Schedule B part time officers and employees. No increase shall be granted for Schedule A part time officers and employees. Part time employees shall not participate in or be entitled to any benefit program of the City as required by law.

RECOMMENDATION

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



Thaddeus McCormack
City Manager

RESOLUTION NO. 2019-49

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAKEWOOD REPEALING RESOLUTION NO. 2019-38 PERTAINING TO HOURLY-RATED PART-TIME EMPLOYEES AND ENACTING A PERSONNEL RESOLUTION ESTABLISHING THE COMPENSATION, RULES AND REGULATIONS PERTAINING TO HOURLY-RATED PART-TIME EMPLOYEES.

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

SECTION 1. Resolution No. 2019-38, 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 August 11, 2019 is hereby repealed.

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

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

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

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

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

SECTION 4. This Resolution shall become effective on July 1, 2019.

ADOPTED AND APPROVED THIS 24TH DAY OF September 2019.

Mayor

ATTEST:

City Clerk

HOURLY RATED PART TIME EMPLOYEES

Schedule "A"	Job Description	EFFECTIVE DATE
		7/1/2019
	Administrative Aide	12.0000
	Cashier-Clerk	14.3619
	CATV Production Assistant	18.3815
	CATV Production Intern	16.4249
	Center Event Technician	18.3815
	Clerk Typist I	15.4134
	Clerk Typist II	16.2251
	Clerk Typist III	17.0107
	Clerk Typist IV	17.8225
	Clerk Typist V	18.7144
	Clerk Typist VI	19.6593
	Crossing Guard I	15.4267
	Crossing Guard II	16.2521
	Crossing Guard III	17.0371
	Crossing Guard IV	17.9026
	DASH Dispatcher II	14.9475
	DASH Dispatcher III	17.1569
	DASH Dispatcher IV	19.0206
	DASH Transportation I Driver-in-Training	12.0438
	DASH Transportation Driver II	14.9475
	DASH Transportation Driver III	17.1569
	DASH Transportation Driver IV	19.0206
	Intern I	19.2201
	Intern II	20.2050
	Lifeguard/Swim Instructor I	15.3469
	Lifeguard/Swim Instructor II	16.1186
	Lifeguard/Swim Instructor III	16.6380
	Lifeguard/Swim Instructor IV	17.4100
	Locker Attendant	12.4051
	Maintenance Aide I	12.4051
	Maintenance Aide II	14.9475
	Maintenance Aide III	17.1570
	Media Production Center Tech A	47.5979
	Pool Manager I	20.4180
	Pool Manager II	21.4429
	Pool Manager III	22.4946
	Pool Manager IV	23.6391
	Public Works Inspector	52.4561
	Recreation Leader I	12.4051
	Recreation Leader II	14.9475

Recreation Leader III	17.1570
Recreation Leader IV	19.0206
Recreation Specialist I	22.1617
Recreation Specialist II	26.8070
Recreation Specialist III	32.2244
Recreation Specialist IV	37.5751
Relief Administrative Clerk I	22.0950
Relief Administrative Clerk II	24.3313
Relief Administrative Clerk III	26.2347
Relief Building Inspector	70.5981
Relief Helicopter Pilot	40.1573
Relief Parking Control Officer I	21.8689
Relief Parking Control Officer II	24.2381
Relief Parking Control Officer III	26.6474
Relief Senior Building Inspector	92.2539
Relief Telephone Operator	18.8475
Sports Official	22.1617
Senior Building Inspector	92.2539
Senior Lifeguard I	16.7177
Senior Lifeguard II	17.4898
Senior Lifeguard III	18.3950
Senior Lifeguard IV	19.2867
Senior Relief Helicopter Pilot	44.3633
Student Recreation Assistant	12.0000
Student Intern	12.0000
Tree Inspector	24.1183
Video Operations Assistant I	21.4164
Video Operations Assistant II	22.4677
Video Operations Assistant III	23.6258
Video Operations Assistant IV	24.7971
Video Operations Assistant V	26.0484
Video Project Specialist I	28.5507
Video Project Specialist II	47.5979

HOURLY RATED PART TIME EMPLOYEES

Schedule "B"	Job Description	EFFECTIVE
		DATE
		7/1/2019
	Administrative Specialist I	26.4818
	Administrative Specialist II	27.7890
	Administrative Specialist III	29.1904
	Administrative Specialist IV	30.6460
	Administrative Specialist V	32.1960
	Aquatics Safety Instructor I	14.3733
	Aquatics Safety Instructor II	15.0961
	Aquatics Safety Instructor III	15.5826
	Aquatics Safety Instructor IV	16.3056
	Aquatics Specialist I	19.2308
	Aquatics Specialist II	20.1962
	Aquatics Specialist III	21.1867
	Aquatics Specialist IV	22.2647
	Capital Project Clerk	17.2233
	Center Event Specialist	18.1262
	Community Services Leader II	14.0698
	Community Services Leader III	16.1722
	Community Services Leader IV	17.9106
	Community Services Officer I	26.3740
	Community Services Officer II	27.6812
	Community Services Officer III	29.0827
	Community Services Officer IV	30.5381
	Community Services Officer V	32.0612
	Community Services Specialist	20.8755
	Construction Inspector	53.1118
	DASH Communication Specialist I	17.9106
	DASH Communication Specialist II	20.8756
	DASH Paratransit Specialist I	17.9106
	DASH Paratransit Specialist II	20.8756
	Fingerprint Technician I	26.3740
	Fingerprint Technician II	27.6812
	Fingerprint Technician III	29.0826
	Fingerprint Technician IV	30.5381
	Fingerprint Technician V	32.0612
	Graphic Design Aide I	22.6395
	Graphic Design Aide II	25.8188
	Legislative Technician I	36.0503
	Legislative Technician II	39.2037

Maintenance Services Aide I	12.1500
Maintenance Services Aide II	13.8024
Maintenance Services Aide III	15.8427
Maintenance Services Aide IV	17.8162
Maintenance Trainee I	16.9807
Maintenance Trainee II	17.8162
Management Trainee I	20.3902
Management Trainee II	21.4145
Media Aide	17.3042
Media Production Center Tech B	44.8101
Paratransit Communication Operator II	14.0696
Paratransit Communication Operator III	16.1722
Paratransit Communication Operator IV	17.9106
Paratransit Communication Operator V	20.8756
Paratransit Vehicle Operator I	12.1500
Paratransit Vehicle Operator II	14.0696
Paratransit Vehicle Operator III	16.1722
Paratransit Vehicle Operator IV	17.9106
Paratransit Vehicle Operator V	20.8756
Parking Enforcement Technician I	20.5655
Parking Enforcement Technician II	22.8161
Project Architect	60.4365
Project Management Assistant	22.8297
Relief Telephone Operator/Service Receptionist	17.7623
Senior Aquatics Guard I	15.6572
Senior Aquatics Guard II	16.9271
Senior Aquatics Guard III	17.2281
Senior Aquatics Guard IV	18.0632
Senior Community Services Specialist	30.3362
Service Request Representative I	20.6732
Service Request Representative II	21.7111
Service Request Representative III	22.8297
Support Services Clerk I	20.5925
Support Services Clerk II	21.6032
Support Services Clerk III	22.6812
Support Services Clerk IV	23.8133
Video Operations Specialist	29.5949
Video Operations Technician I	20.1477
Video Operations Technician II	21.1586
Video Operations Technician III	22.2366
Video Operations Technician IV	23.3283
Video Operations Technician V	24.5276
Water Resources Intern I	18.1873
Water Resources Intern II	19.1192

DIVIDER SHEET

COUNCIL AGENDA

September 24, 2019

TO: The Honorable Mayor and City Council

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

INTRODUCTION

Since 1987, Sandie Mercer Ranch, Inc. has coordinated equestrian activities and boarding facilities for horses at the Lakewood Equestrian Center. The 19-acre facility operates seven days a week from dawn to dusk to serve the local equine community along with neighborhood youth groups. The facility offers a variety of unique services for both rider and horse. The equestrian center's primary functions are boarding and training horses and providing riding lessons. Through Pony Time, a private company, the equestrian center also offers a petting zoo, pony rides, camps, birthday parties and special events for families. Additionally, Shoestring City Ranch, an equine therapy program, helps abandoned horses and introduces youth to the technical and interpersonal skills needed to care for an animal.

STATEMENT OF FACT

Sandie Mercer Ranch, Inc. is a family-run company and is currently under agreement with the City through September 30, 2019 to operate and maintain the Lakewood Equestrian. A one (1) year extension of the current agreement with Sandie Mercer Ranch, Inc., continues operation of the diverse equestrian activities offered at the Lakewood Equestrian Center.

SUMMARY

Sandie Mercer, owner and operator of Sandie Mercer Ranch, Inc. is amenable in extending the City of Lakewood Recreation Lease for the Lakewood Equestrian Center through September 30, 2020.

RECOMMENDATION

Staff recommends that the City Council:

1. Approve the amendment to the City of Lakewood's recreation lease with Sandie Mercer Ranch, Inc.
2. Authorize the Mayor and the City Clerk to execute the "Eleventh 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.

Valarie Frost, Director 
Recreation and Community Services


Thaddeus McCormack
City Manager

ELEVENTH AMENDMENT TO RECREATION LEASE
FOR LAKEWOOD EQUESTRIAN CENTER

This Amendment, made and entered into as of September 24, 2019, amends that certain "City of Lakewood Recreation Lease for Lakewood Equestrian Center" (the "Lease"), dated June 19, 1987, and previously amended on multiple occasions.

The Lease is hereby amended as follows:

1. In Section 4 of the Lease, the "Term" of the Lease shall be extended for one (1) year, such that the Lease shall terminate at midnight on September 30, 2020.
2. In Section 9 of the Lease, which was amended in the sixth amendment of the Lease, the "Rent" of the Lease shall be 8% of gross receipts for the first three months of the extended Term and 10% of gross receipts for the remaining nine months of the extended Term.
3. At least (90) days prior to the expiration of the extended Term, Lessor shall inform Lessee, in writing, whether it intends to allow the Lease to expire.

In all other respects, the Lease shall remain in full force and effect.

Intending to be legally bound, the parties have executed this document, below, as of the date first set forth above.

City of Lakewood

Sandie Mercer Ranch, Inc.

Mayor

President

Attest:

City Clerk

Approved as to form:

City Attorney

DIVIDER SHEET

Public Hearings

COUNCIL AGENDA

September 10, 2019

TO: The Honorable Mayor and City Council

SUBJECT: Ordinance No. 2019-3, relating to Sidewalk Vendors

INTRODUCTION

On the September 10, 2019 City Council meeting, City Council members provided feedback on the draft ordinance, and staff has incorporated those changes into the ordinance that is before the City Council's consideration this evening.


STATEMENT OF FACTS

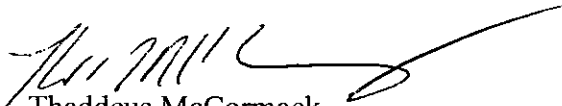
Below are a list of the changes made to the ordinance (changes italicized):

- Section 6504.4 (C) – Added that Sidewalk Vendors may not dispose of customer trash in existing receptacles provided by the City, *or in any other trash receptacles not provided by the Sidewalk Vendor.*
- Section 6504.4 (F) – Added that *the City may charge its actual reasonable costs of confiscating and storing items, pursuant to this subsection.*
- Section 6054.4 (I) – Added that Sidewalk Vendors may not sell within 1000 feet of any K-12 school between the hours of 6:00 am and 6:00 pm. *every day of the week.*
- Section 6504.4 (N) (10) – Added that Sidewalk Vendors may not operate *within medians, parkways or on streets and roadways.*
- Section 6504.4 (T) – Added that *no Sidewalk Vendor or Conveyance shall produce or emit amplified sounds of any kind.*

RECOMMENDATION

Staff recommends that the City Council introduce Ordinance No. 2019-3 and conduct a public hearing.

Paolo Beltran 
Assistant to the City Manager


Thaddeus McCormack
City Manager

ORDINANCE NO. 2019-3

AN ORDINANCE OF THE CITY OF LAKEWOOD
ESTABLISHING RULES FOR SIDEWALK VENDING
PURSUANT TO GOVERNMENT CODE SECTION 51036, ET SEQ.

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

SECTION 1. The City Council finds and determines as follows:

A. At present, the Lakewood Municipal Code generally prohibits vending, peddling, selling and/or soliciting on public property.

B. Government Code §§ 51036, et seq., became effective on January 1, 2019, and it acts to, among other things, decriminalize sidewalk vending.

C. Amendments to the LMC implemented by this Ordinance are necessary to create a Sidewalk Vending Program that establishes licensing regulations for street vendors in the City and limits penalties to a specified schedule of fines.

SECTION 2. The purpose of this Ordinance is to establish a uniform and comprehensive set of standards and regulations for sidewalk vending in the City. The regulations contained herein are designed to promote and protect the public health, safety, and general welfare of citizens of the City, and to reduce or eliminate any potential adverse impacts from sidewalk vending operations. At the same time, the intent is to comply with the provisions contained in California Government Code, section 51036, et seq., to not unduly restrict the operation of sidewalk vendors, and to encourage a balance between the managed establishment of sidewalk vending operations and objective public health, safety and welfare concerns.

SECTION 3. The following new Chapter 4.5 is hereby added to Article VI of the Lakewood Municipal Code:

CHAPTER 4.5
SIDEWALK VENDOR PERMITS

6405.1 DEFINITIONS. Unless the contrary is stated or clearly appears from the context, the following definitions will govern the construction of the words and phrases used in this Chapter. Words and phrases undefined in this Chapter shall have the same meanings as set forth in Title 8 of the Public Health Code of Los Angeles County, as amended by this Code.

- A. “Conveyance” means any pushcart, stand, display, pedal-driven cart, wagon, showcase, rack or other non-motorized conveyance used by a sidewalk vendor for purposes of vending.

- B. "Roaming Sidewalk Vendor" means a Sidewalk Vendor who moves from place to place and stops only to complete a transaction, as defined in Government Code Section 51036, as it may be amended from time to time.
- C. "Sidewalk Vendor" means a person who sells food or merchandise from a pushcart, stand, pedal-driven cart, wagon, showcase, rack or other non-motorized conveyance, or from one's person, upon a public sidewalk or other pedestrian path, as defined in Government Code Section 51036, as amended from time to time.
- D. "Stationary Sidewalk Vendor" means a Sidewalk Vendor who vends from a fixed location, as defined in Government Code Section 51036 as it may be amended from time to time.
- E. "Certified Farmers' Market" means a California agricultural product point-of-sale location that is registered under, and operated in accordance with Food and Agriculture Code §§ 47000, et seq.
- F. "Pedestrian Path" means a footpath, not adjacent to a road, which is intended for use only by pedestrians, tricycles, strollers or baby carriages.
- G. "Special Event" means any parade, athletic event, block party, or public assembly that requires partial or complete street or sidewalk closure to vehicular or pedestrian traffic and use of the street or sidewalk for the event, or any event for which a City-issued permit is required for the temporary use of, or encroachment on, the sidewalk or other public area.

6405.2 SIDEWALK PERMIT REQUIREMENT. Operating as a Sidewalk Vendor is prohibited without a valid Permit issued in accordance with this Chapter. Persons must, in addition to obtaining a permit in this Chapter, comply with all other provisions of this Code and all other applicable laws and regulations.

6405.3 PERMIT APPLICATIONS.

- A. Sidewalk Vendor Permit applications must be made on a form approved by the City Manager or designee, and accompanied by all information requested on the application, including:
 - 1. The applicant's full, true name and California Driver's License, California Identification Card number, or individual taxpayer identification number;
 - 2. City of Lakewood business license, under the "Peddler" designation pursuant to Title VI of the LMC;
 - 3. Live Scan background check;
 - 4. Proof of a valid California Department of Tax and Fee Administration seller's permit;
 - 5. The name, telephone number, current mailing address, and current photograph of the Sidewalk Vendor;
 - 6. The name and business address of the principal if the Sidewalk Vendor is an agent of an individual, company, partnership or corporation;
 - 7. A complete description of the food or merchandise offered for sale or exchange. Any applicant who intends to sell food must also provide proof of either a Food Handler

- Card or Certified Food Protection Manager certificate, where applicable, pursuant to Health and Safety Code §§ 113700-114437, and certify that the pushcart, stand, display, pedal-driven cart, wagon, showcase, rack, or other non-motorized conveyance used has been approved by the County Health Department for that particular type of food;
8. The address of the location or proposed route where the Sidewalk Vendor is proposing to operate;
 9. Proof of liability insurance; and
 10. A complete description of any ancillary items that the applicant intends to use in conjunction with sales including, without limitation, small tables, trash receptacles, chairs, umbrellas and umbrella stands, or other similar items.
- B. Each application must be accompanied by an application fee, the amount of which will be set by City Council resolution. Such application fee is solely to reimburse the City for costs incurred as a result of processing a Permit application.
- C. Complete applications must be submitted to the City Manager or designee. Only complete applications will be considered. An application shall be complete if it includes all required information together with full payment of the application fee. Applications will be considered in the order they are received. The City may require supplemental information from any applicant before deeming an application complete. If supplemental information is requested, it must be provided to the City Manager or designee, within seven business days of the request.
- D. The City may reject or deny any or any application. The City may request and obtain supplemental information from any applicant before making a decision on the application.
- E. Applicants must agree to abide by the Operating Requirements set forth in this Chapter.
- F. Sidewalk Vendors shall not be permitted as a permanent or proprietary location at or on any property within the City.
- G. The City Manager's decision with respect to a Sidewalk Vendor Permit application may be appealed to the License and Permit Hearing Board.

6405.4 OPERATING REQUIREMENTS.

- A. A Sidewalk Vendor Permit shall be valid for 12 months after being issued unless revoked or suspended, and may be renewed early, before expiration. Sidewalk Vendor Permits shall be issued to persons, not pushcarts, wagons, or other non-motorized conveyances. Sidewalk Vending Permits shall be nontransferable.
- B. Sidewalk Vendors must maintain a clearance of not less than four feet (48 -inches) upon every sidewalk or pedestrian path in order to comply with the Americans with Disabilities Act.

- C. Sidewalk Vendors must provide trash receptacles and recycling containers for customers' proper disposal of customer trash during the sidewalk vendor's hours of operation. A Sidewalk Vendor may not dispose of customer trash in existing receptacles provided by the City, *or any other trash receptacles not provided by the Sidewalk Vendor.*
- D. Sidewalk Vendors must keep the area around them clean and free of trash (no less than a 300 -foot radius) during the sidewalk vendor's hours of operation and must pick up and properly discard any trash associated with their activities before leaving the area upon termination of the day's activities.
- E. All Sidewalk Vendor Permits and any other legally required permits must be displayed in plain view at all times.
- F. No pushcart, stand, display, pedal-driven cart, wagon, showcase, rack or other non-motorized conveyance, or ancillary vending items or equipment may be left unattended or chained or fastened to any pole, sign, tree or other object in the public right of way. Any pushcart, stand, display, pedal -driven cart, wagon, showcase, rack or other non-motorized conveyance in violation of this subsection will be confiscated. *The City may charge its actual reasonable costs of confiscating and storing items, pursuant to this subsection.*
- G. Merchandise may not be placed directly onto the public right-of-way.
- H. No freestanding signs or banners are allowed, pursuant to LMC 9503.A.
- I. Sidewalk Vendors may not sell within 1000 feet of any K-12 school between the hours of 6:00 am and 6:00 pm. *every day of the week.*
- J. Sidewalk Vendors may not operate within 500 feet of a Certified Farmers' Market or area designated for a Special Event, during their limited duration.
- K. Sidewalk Vendors shall not offer services or any illegal or counterfeit merchandise.
- L. Stationary Sidewalk Vendors shall not operate in any of the City's residential zones. Roaming Sidewalk Vendors shall not operate in any residential zone between the hours of 5 p.m. to 9 a.m.
- M. Stationary Sidewalk Vendors shall not operate within any City park which park has an agreement between the City and a concessionaire for the exclusive sale of food or merchandise by the concessionaire.
- N. Any Stationary Sidewalk Vendor that stores, prepares, packages, serves, vends, or otherwise provides food must be operated within 200 feet of an approved and readily available toilet and handwashing facility whenever the Stationary Sidewalk Vendor is stopped to conduct business for more than a one-hour period, per §114315 of the Health and Safety Code.

- O. Sidewalk Vendors may not operate vending tricycles, icicle trikes, bicycle vending carts or the like, in any City park.
- P. Sidewalk Vendors may not operate:
 - 1. Within 15 feet of an intersection;
 - 2. Within 10 feet of a driveway;
 - 3. Within 5 feet of any alleyway;
 - 4. Within 5 feet of any fire hydrant, fire call box or other emergency facility;
 - 5. Within a marked bus zone;
 - 6. Within 18 inches from the edge of the curb;
 - 7. Where placement impedes the flow of pedestrian traffic or impedes egress from, access to or the use of abutting property;
 - 8. Within 25 feet of the entrance or exit to any building;
 - 9. Within a parking lot of a City park or public facility;
 - 10. *Within medians, parkways or on streets and roadways.*
- Q. Use of an electrical outlet or power source that is owned by the City, or any other entity, other than the Sidewalk Vendor's own source, is prohibited.
- R. No Sidewalk Vending receptacle shall contain or use propane, natural gas, batteries, barbecue grills, charcoal, generators or other explosive or hazardous materials.
- S. Sidewalk Vendors shall not throw, deposit, or leave, or permit to be thrown, deposited, or left, any trash, food, fluids, liquids, grease or hazardous materials in or upon any street, sidewalk, path, gutter, storm drain, inlet, catch basin, or other drainage structure, on private or public property.
- T. No Sidewalk Vendor or Conveyance shall produce or emit amplified sounds of any kind.*
- U. Sidewalk Vendors must have personal identification on their person at all times.
- V. Sidewalk Vendors shall comply with all applicable federal, state and local laws.

6405.5 VIOLATIONS AND PENALTIES.

- A. Any violation of any provision set forth in this Chapter is deemed to be a public nuisance and each day such condition continues shall be regarded as a new and separate offense. Violations of this Chapter will be subject to penalties as set forth in this Section.
- B. Fines imposed for such violations shall be as follows:
 - 1. An administrative fine of \$100 for a first violation;
 - 2. An administrative fine of \$200 for a second violation within one year of the first violation; and
 - 3. An administrative fine of \$500 for a third or subsequent violation within one year of the first violation. Additionally, the City may revoke the Permit upon a fourth or

subsequent violation.

- C. When assessing an administrative fine, the City must take into consideration the violator's ability to pay the fine. In doing so, the City may allow the violator to complete community service in lieu of paying the total administrative fine, waive the fine, or offer an alternative disposition. If either of the following are true, the violator may remit to the City 20% of the administrative fine imposed:
 - 1. The violator is receiving public benefits under one or more of the following programs: (i) Supplemental Security Income (SSI) and State Supplementary Payment (SSP); (ii) California Work Opportunity and Responsibility to Kids Act (CalWORKs) or a federal Tribal Temporary Assistance for needy Families (Tribal TANF) grant program; (iii) Supplemental Nutrition Assistance Program or the California Food Assistance Program; (iv) County Relief, General Relief (GR), or General Assistance (GA); (v) Cash Assistance Program for Aged, Blind, and Disabled Legal Immigrants; (vi) In-Home Supportive Services (IHSS); or (vii) Medi-Cal; or
 - 2. The violator's monthly income is 125 percent or less of the current poverty guidelines updated periodically in the Federal Register by the United States Department of Health and Human Services under the authority of 42 U.S.C. 9902(2).
- D. Any fine required to be paid pursuant to this Chapter shall constitute a debt owed by the Vendor to the City. Any person owing money to the City pursuant to this Chapter shall be subject to an action brought in the name of the City for the recovery of such amount.

6405.6 SUSPENSION OR REVOCATION OF PERMIT.

- A. After holding a hearing, the City Manager or designee shall have the authority to suspend or revoke a Sidewalk Vendor Permit as provided in this Chapter, or for other violations of the Code or other applicable law, or for any grounds that would warrant the denial of initial issuance of a permit hereunder. Prior to holding such hearing, the City Manager or designee shall give the Permit holder 10 days' notice in writing to the address stated on the application, specifying the time and place of hearing, and requiring him/her to show cause why his/her Permit should not be revoked. The City will not issue a new Permit after the revocation of a Permit unless it is satisfied that the applicant will thereafter comply with all provisions of this Chapter, the rules and regulations adopted hereunder, and all other applicable provisions of law, and until the City collects a fee in an amount sufficient to recover the actual costs of processing the re-application.
- B. The City Manager or designee will provide the Permittee with written notice of suspension or revocation by certified mail addressed to the Permittee's address.
- C. Any decision by the City Manager or designee to suspend or revoke a Permit shall be appealable to the License and Permit Hearing Board. Any such appeal must be filed with the City Clerk not later than 10 days after deliver of the notice of suspension or revocation, or the right to appeal shall be deemed waived.

6405.7 CONFLICTS. In the event of any conflict between any provision contained in this Chapter and any other provision in this Code, including but not limited to Sections 3260 and 4220, the provision in this Chapter shall be controlling.

SECTION 4. 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 5. 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 _____, 2019, 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