

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

April 25, 2017

**ADJOURNED MEETING:** Best Practices for Electronic Communications; 6:00 p.m.  
Wireless Ordinance Study Session *EXECUTIVE BOARD ROOM*

**CALL TO ORDER** 7:30 p.m.

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

**PLEDGE OF ALLEGIANCE:** Boy Scout Troop 67

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

**ANNOUNCEMENTS AND PRESENTATIONS:**

Presentation by Lindstrom Elementary School PTA Regarding Grades of Green Trash Free Lunch Challenge

Presentation by Cindy Conboy, Event Lead, Lakewood Relay for Life, American Cancer Society

**ROUTINE ITEMS:**

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

RI-1 Approval of Minutes of the Meetings held March 28, 2017 and April 11, 2017

RI-2 Approval of Personnel Transactions

RI-3 Approval of Registers of Demands

RI-4 Approval of Monthly Report of Investment Transactions

RI-5 Approval of Quarterly Schedule of Investments

RI-6 Authorizing Five-Year Term Extension to Agreement with R.F. Dickson for Street Sweeping Services

## **City Council Agenda**

April 25, 2017

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### **PUBLIC HEARINGS:**

- 1.1 Withdrawal/Rejection of Bids for Public Works Project No. 2016-1, Burns Community Center Improvements Project

### **LEGISLATION:**

- 2.1 Adoption of Resolution No. 2017-12; Approving Appointments to City Commissions

### **REPORTS:**

- 3.1 Approval of Appointments to Governmental Associations, Organizations & Committees
- 3.2 Pan Am Fiesta 2017
- 3.3 EDCO Agreement Amendment – Automated Green Waste Collection

### **ORAL COMMUNICATIONS:**

### **CLOSED SESSION:**

PUBLIC EMPLOYMENT, Pursuant to Government Code §54957

Title: City Manager

### **ADJOURNMENT**

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

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

## COUNCIL STUDY SESSION

April 25, 2017

**TO:** Honorable Mayor and City Council

**SUBJECT:** Best Practices for City Council Electronic Communications

### INTRODUCTION

In *City of San Jose v. Superior Court of Santa Clara County*, the California Supreme Court ruled that text messages and emails sent or received by public employees on their personal electronic devices or accounts are a matter of public record if they deal with official business.

### STATEMENT OF FACT

In response to the *City of San Jose v. Superior Court of Santa Clara County* court ruling, staff conducted a study to determine the best practices in regards to council communication. A survey was made of other cities, and the result was that each city had its own set of unique practices. Staff developed a set of Best Practices for review and discussion. The primary goal is to ensure compliance with the court ruling. A secondary goal would be to prevent a large number of solicitation e-mails from inundating council member e-mail inboxes and facilitate uniform responses to public inquiries that are sent to the council, such as what traditionally happens in Lakewood with written inquiries from the public. As a result of the court ruling and based on input from other agencies, staff has determined that the following should be considered for best practices:

- All city-related business should be conducted using only city e-mail addresses that are set up on city council members' personal electronic devices, such as computers or smart phones.
- Communicating city-related business via text messaging and social media applications (such as Facebook Messenger, WhatsApp, Snapchat, etc) is discouraged. Instant messaging can lead to situations where it is difficult to find city-related communications on the council member's phone or to separate personal from city-related communications on that device.
- Council members should manage their city-related business e-mails in accordance with the city's policies on e-mail retention and disposition. Staff will provide council members with these city policies when city e-mail addresses are created.
- It is recommended that the main "[citycouncil@lakewoodcity.org](mailto:citycouncil@lakewoodcity.org)" e-mail address be retained and continue to be highlighted on the city website for general inquiries such as event attendance, proclamation requests and service requests. That address currently receives about 600 e-mails per month, including hundreds of solicitations and junk mail. Legitimate emails account for less than 10 percent. The Executive Assistant monitors that account and forwards to council only the e-mails relating to city business and/or generated by Lakewood residents. If council members' new individual city e-mail addresses were placed on the website, it would create the potential for each council member to receive those 600 monthly e-mails.

## Best Practices for City Council Electronic Communications

April 25, 2017

- When city council members receive city-related business e-mails in their individual city e-mail accounts that are substantive in nature, it is recommended that these messages be forwarded to the Executive Assistant so that city staff may be aware and assist in drafting suggested and consistent responses. This has been the City's standard practice with written communications to the council.
- Council would have the option of printing on their business cards either their new city email address or the [citycouncil@lakewoodcity.org](mailto:citycouncil@lakewoodcity.org) address. Personal email addresses should no longer be used.
- A city council member may borrow a city-owned electronic device for purposes of complying with these best practices.

### **RECOMMENDATION**

That the City Council adopt a Best Practice procedure for City Communications.

Paolo Beltran  
Assistant to the City Manager

PB

Howard L. Chambers  
City Manager

HLC

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

# Routine Items

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

# DIVIDER SHEET

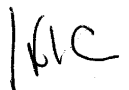


**COUNCIL AGENDA**

April 25, 2017

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

<u>Name</u>	<u>Title</u>	<u>Schedule</u>	<u>Effective Date</u>
<b>1. FULL-TIME EMPLOYEES</b>			
<b>A. Appointments</b> None			
<b>B. Changes</b> None			
<b>C. Separations</b> None			
<b>2. PART-TIME EMPLOYEES</b>			
<b>A. Appointments</b> Briannon Mahr	Community Services Leader III	B	04/09/2017
<b>B. Changes</b> Edmundo Canseco	Recreation Leader II Community Services Leader II	A to B	04/09/2017
Richard Schmid	Recreation Leader III Community Services Leader IV	A to B	04/09/2017
Tiana Witaker	Recreation Specialist I Community Services Specialist	A to B	04/09/2017
<b>C. Separations</b> None			

Howard L. Chambers  
City Manager

# DIVIDER SHEET

**CITY OF LAKEWOOD  
FUND SUMMARY 4/6/2017**

In accordance with section 2521 of the Lakewood Municipal Code there is presented herewith a summary of obligations to be paid by voucher 81376 through 81479. Each of the following demands has been audited by the Director of Administrative Services and approved by the City Manager.

1010	GENERAL FUND	157,083.83
1020	CABLE TV	741.00
1030	CDBG CURRENT YEAR	4,154.17
1050	COMMUNITY FACILITY	4,469.16
3001	CAPITAL IMPROV PROJECT FUND	1,017,082.57
5010	GRAPHICS AND COPY CENTER	463.02
5020	CENTRAL STORES	3,026.78
5030	FLEET MAINTENANCE	2,876.29
6020	GEOGRAPHIC INFORMATION SYSTEM	16.52
7500	WATER UTILITY FUND	9,171.27
8020	LOCAL REHAB LOAN	2,479.61
		<hr/>
		<b>1,201,564.22</b>

Council Approval

\_\_\_\_\_  
Date

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

Attest

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

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

# CITY OF LAKEWOOD

## SUMMARY CHECK REGISTER

CHECK #	CHECK DATE	VEND #	VENDOR NAME	GROSS	DISC.	CHECK AMOUNT
81376	04/06/2017	61142	ADAMS-HILLERY SHARRON	2,936.67	0.00	2,936.67
81377	04/06/2017	1700	ALLIED REFRIGERATION INC	441.17	0.00	441.17
81378	04/06/2017	58000	AMERICAN TRUCK & TOOL RENTAL INC	192.10	0.00	192.10
81379	04/06/2017	65668	ANICETO, SANDRA	629.20	0.00	629.20
81380	04/06/2017	4693	APEX DRUM COMPANY, INC.	482.38	0.00	482.38
81381	04/06/2017	4465	ATALLA, IBRAHIM	341.25	0.00	341.25
81382	04/06/2017	443	B&M LAWN AND GARDEN INC	20.81	0.00	20.81
81383	04/06/2017	43808	BELLFLOWER AUTO TRIM	475.00	0.00	475.00
81384	04/06/2017	46158	BIO ACOUSTICAL CORP	908.50	0.00	908.50
81385	04/06/2017	62737	BOYES, GOBIND	182.00	0.00	182.00
81386	04/06/2017	66457	BRENNTAG PACIFIC INC	4,354.09	0.00	4,354.09
81387	04/06/2017	46162	C S M F O	150.00	0.00	150.00
81388	04/06/2017	4064	CALIF MUNICIPAL REVENUE &	100.00	0.00	100.00
81389	04/06/2017	6600	CALIFORNIA STATE DEPT OF JUSTICE	4,953.00	0.00	4,953.00
81390	04/06/2017	62164	CARD INTEGRATORS CORP	99.50	0.00	99.50
81391	04/06/2017	4270	CARROLL MEGAN J	79.01	0.00	79.01
81392	04/06/2017	7600	CENTRAL BASIN WATER ASSN	100.00	0.00	100.00
81393	04/06/2017	43135	CERRITOS, CITY OF - WATER DIVISION	2,301.00	0.00	2,301.00
81394	04/06/2017	57070	CITY LIGHT & POWER LKWD INC	3,141.86	0.00	3,141.86
81395	04/06/2017	4701	CLEAN ENERGY	218.00	0.00	218.00
81396	04/06/2017	1203	COLLICUTT ENERGY SERVICES	892.13	0.00	892.13
81397	04/06/2017	3778	COMMERCIAL AQUATIC SERVICES INC	425.83	0.00	425.83
81398	04/06/2017	4981	COOPER, SHARRON	467.50	0.00	467.50
81399	04/06/2017	4380	CAPITAL ONE NATIONAL ASSOCIATION	139.89	0.00	139.89
81400	04/06/2017	4890	DATABASE SYSTEMS CORP	87.31	0.00	87.31
81401	04/06/2017	4739	DEERE & COMPANY	82,518.03	0.00	82,518.03
81402	04/06/2017	64038	EDWARDS TECHNOLOGIES INC	1,167.05	0.00	1,167.05
81403	04/06/2017	4251	PROFIT SYSTEMS INC	2,667.11	0.00	2,667.11
81404	04/06/2017	63519	FLUE STEAM INC	177.95	0.00	177.95
81405	04/06/2017	59433	GANAHL LUMBER COMPANY	106.66	0.00	106.66
81406	04/06/2017	52540	GONSALVES JOE A & SON	4,571.00	0.00	4,571.00
81407	04/06/2017	62491	HANDS ON MAILING &	325.00	0.00	325.00
81408	04/06/2017	35477	HARA M LAWNMOWER CENTER	80.42	0.00	80.42
81409	04/06/2017	42031	HOME DEPOT	1,703.91	0.00	1,703.91
81410	04/06/2017	1290	PIONEER LABELS INC	1,495.67	0.00	1,495.67
81411	04/06/2017	4622	JHM SUPPLY INC	40.05	0.00	40.05
81412	04/06/2017	59873	JJS PALOMO'S STEEL INC	80.00	0.00	80.00
81413	04/06/2017	4696	NORTH AMERICAN YOUTH ACTIVITIES LLC	591.50	0.00	591.50
81414	04/06/2017	53849	LAKEWOOD ROTARY CLUB	90.00	0.00	90.00
81415	04/06/2017	20300	LONG BEACH CITY GAS & WATER DEPT	215.26	0.00	215.26
81416	04/06/2017	63809	MACAULAY, CHRISTINA	150.00	0.00	150.00
81417	04/06/2017	4482	MALTY INTERNATIONAL GROUP INC	52.10	0.00	52.10
81418	04/06/2017	58414	MANAGED HEALTH NETWORK	369.93	0.00	369.93
81419	04/06/2017	60839	MARKOPULOS, CYNTHIA	84.50	0.00	84.50

# CITY OF LAKEWOOD

## SUMMARY CHECK REGISTER

CHECK #	CHECK DATE	VEND #	VENDOR NAME	GROSS	DISC.	CHECK AMOUNT
81420	04/06/2017	23130	MC MASTER-CARR SUPPLY CO	254.42	5.09	249.33
81421	04/06/2017	52588	MILLER DON & SONS	394.57	7.26	387.31
81422	04/06/2017	4798	MURTISHAW, JESSICA	253.50	0.00	253.50
81423	04/06/2017	4892	NESTLE WATERS NORTH AMERICA	116.88	0.00	116.88
81424	04/06/2017	4782	NICHOLLS, MICHELLE MULET	297.50	0.00	297.50
81425	04/06/2017	2546	NIFTY AFTER FIFTY	48.00	0.00	48.00
81426	04/06/2017	4443	O'REILLY AUTOMOTIVE STORES INC	894.15	18.66	875.49
81427	04/06/2017	47554	OFFICE DEPOT BUSINESS SVCS	792.31	0.00	792.31
81428	04/06/2017	58186	PACIFIC TEK	545.97	0.00	545.97
81429	04/06/2017	63708	DY-JO CORPORATION	635.00	0.00	635.00
81430	04/06/2017	50512	PATHWAYS VOLUNTEER HOSPICE	750.00	0.00	750.00
81431	04/06/2017	4926	RAM AIR ENGINEERING, INC.	1,972.00	0.00	1,972.00
81432	04/06/2017	41284	RANCH HANDS INC	3,445.47	0.00	3,445.47
81433	04/06/2017	63364	REEVES NORM HONDA	262.34	0.00	262.34
81434	04/06/2017	4946	REYES CONSTRUCTION, INC.	1,016,778.36	0.00	1,016,778.36
81435	04/06/2017	45437	S & J SUPPLY CO	714.16	0.00	714.16
81436	04/06/2017	56359	S Y NURSERY	791.70	0.00	791.70
81437	04/06/2017	59218	SIERRA INSTALLATIONS INC	713.00	0.00	713.00
81438	04/06/2017	50299	SPENCER, GORDON	150.00	0.00	150.00
81439	04/06/2017	49529	SPICERS PAPER INC	387.57	3.56	384.01
81440	04/06/2017	2559	STANLEY CONVERGENT SECURITY	6,810.46	0.00	6,810.46
81441	04/06/2017	60792	STEPHENS, ERIC	245.70	0.00	245.70
81442	04/06/2017	63988	T2 SYSTEMS INC	12,782.70	0.00	12,782.70
81443	04/06/2017	4830	TELECOM LAW FIRM PC	116.00	0.00	116.00
81444	04/06/2017	4893	TENG, WHEA-FUN	156.00	0.00	156.00
81445	04/06/2017	2372	TGIS CATERING SVCS INC	1,190.01	0.00	1,190.01
81446	04/06/2017	4364	THE RINKS-LAKEWOOD ICE	58.50	0.00	58.50
81447	04/06/2017	35089	UNDERGROUND SERVICE ALERT	222.00	0.00	222.00
81448	04/06/2017	4907	VARSITY BRANDS HOLDING CO INC	1,735.02	0.00	1,735.02
81449	04/06/2017	40925	WEST COAST ARBORISTS INC	18,953.10	0.00	18,953.10
81450	04/06/2017	37745	WESTERN EXTERMINATOR CO	810.00	0.00	810.00
81451	04/06/2017	2279	AMERICAN PACIFIC PRINTERS COLLEGES	477.30	0.00	477.30
81452	04/06/2017	3699	ADMIRAL PEST CONTROL	1,764.00	0.00	1,764.00
81453	04/06/2017	3699	ALFATHER, DEANNA	259.03	0.00	259.03
81454	04/06/2017	3699	APLEDOORN, SUSAN	220.61	0.00	220.61
81455	04/06/2017	3699	ARTESIA HIGH SCHOOL	250.00	0.00	250.00
81456	04/06/2017	3699	AZ AIR CONDITIONING	46.88	0.00	46.88
81457	04/06/2017	3699	BATTLE, SHONTE	250.00	0.00	250.00
81458	04/06/2017	3699	CERRITOS, ROBYN	250.00	0.00	250.00
81459	04/06/2017	3699	CONKLIN, KATIE & JACOB	30.13	0.00	30.13
81460	04/06/2017	3699	COTA, MARIA	250.00	0.00	250.00
81461	04/06/2017	3699	DAVIS, LUCY	24.00	0.00	24.00
81462	04/06/2017	3699	GARCIA ROOFING	570.30	0.00	570.30
81463	04/06/2017	3699	GOGUEN, SIERRA	250.00	0.00	250.00

# CITY OF LAKEWOOD

## SUMMARY CHECK REGISTER

CHECK #	CHECK DATE	VEND #	VENDOR NAME	GROSS	DISC.	CHECK AMOUNT
81464	04/06/2017	3699	HOOTEN, LORETHA	5.00	0.00	5.00
81465	04/06/2017	3699	KING, SHARRONDA	154.00	0.00	154.00
81466	04/06/2017	3699	LEE, FRANK	20.69	0.00	20.69
81467	04/06/2017	3699	MEJIA, ALPHONSE	250.00	0.00	250.00
81468	04/06/2017	3699	MOLESKY, ROBERT	495.00	0.00	495.00
81469	04/06/2017	3699	PARKER, TISHAWNDRA	250.00	0.00	250.00
81470	04/06/2017	3699	PATHWAYS VOLUNTEER HOSPICE	250.00	0.00	250.00
81471	04/06/2017	3699	RIOUX, PAULA	250.00	0.00	250.00
81472	04/06/2017	3699	ROMERO ORTEGA, ALFONSO	61.00	0.00	61.00
81473	04/06/2017	3699	SCHICORA, SANDRA	21.00	0.00	21.00
81474	04/06/2017	3699	SERVICE CHAMPIONS INC	26.96	0.00	26.96
81475	04/06/2017	3699	SPENCER, DAVID A	292.16	0.00	292.16
81476	04/06/2017	3699	TAPIA, JESUS	250.00	0.00	250.00
81477	04/06/2017	3699	UONG, SOVANNARITH	250.00	0.00	250.00
81478	04/06/2017	3699	WELCH, LA KEISHA	250.00	0.00	250.00
81479	04/06/2017	3699	WHITTINGTON, MELVIN	250.00	0.00	250.00
<b>Totals:</b>				<u>1,201,598.79</u>	<u>34.57</u>	<u>1,201,564.22</u>

**CITY OF LAKEWOOD  
FUND SUMMARY 4/13/2017**

In accordance with section 2521 of the Lakewood Municipal Code there is presented herewith a summary of obligations to be paid by voucher 81480 through 81852. Each of the following demands has been audited by the Director of Administrative Services and approved by the City Manager.

1010	GENERAL FUND	73,672.11
1030	CDBG CURRENT YEAR	2,036.54
1050	COMMUNITY FACILITY	12,247.31
1710	PROPOSITION "A" RECREATION	2,002.04
3001	CAPITAL IMPROV PROJECT FUND	3,993.68
5010	GRAPHICS AND COPY CENTER	2,698.09
5020	CENTRAL STORES	2,190.01
5030	FLEET MAINTENANCE	17,320.39
7500	WATER UTILITY FUND	155,374.63
8030	TRUST DEPOSIT	190.98
		<hr/>
		<b>271,725.78</b>

Council Approval

\_\_\_\_\_  
Date

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

Attest

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

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

# CITY OF LAKEWOOD

## SUMMARY CHECK REGISTER

CHECK #	CHECK DATE	VEND #	VENDOR NAME	GROSS	DISC.	CHECK AMOUNT
81480	04/13/2017	36591	AARDVARK CLAY & SUPPLIES INC	377.54	0.00	377.54
81481	04/13/2017	4952	AEGEAN STONEWORKS, INC.	8,384.63	0.00	8,384.63
81482	04/13/2017	3211	ALL STAR GLASS	186.64	0.00	186.64
81483	04/13/2017	65668	ANICETO, SANDRA	1,029.60	0.00	1,029.60
81484	04/13/2017	443	B&M LAWN AND GARDEN INC	39.12	0.00	39.12
81485	04/13/2017	51467	BADGER METER INC	307.05	0.00	307.05
81486	04/13/2017	50267	SCHWARTZ, PAUL Z	7,991.29	0.00	7,991.29
81487	04/13/2017	63208	BRIGHT, KEVIN S.	80.00	0.00	80.00
81488	04/13/2017	4998	C BELOW, INC.	4,100.00	0.00	4,100.00
81489	04/13/2017	53835	C.P.R.S. DIST X	120.00	0.00	120.00
81490	04/13/2017	53835	C.P.R.S. DIST X	65.00	0.00	65.00
81491	04/13/2017	5000	CALANOC, PATRICK	195.00	0.00	195.00
81492	04/13/2017	307	CALIF. STATE DISBURSEMENT UNIT	155.07	0.00	155.07
81493	04/13/2017	53983	CALIF STATE FRANCHISE TAX BOARD	700.28	0.00	700.28
81494	04/13/2017	45894	CINTAS CORPORATION	170.00	0.00	170.00
81495	04/13/2017	3778	COMMERCIAL AQUATIC SERVICES INC	616.25	0.00	616.25
81496	04/13/2017	53451	COMMUNITY FAMILY GUIDANCE CTR	750.00	0.00	750.00
81497	04/13/2017	4380	CAPITAL ONE NATIONAL ASSOCIATION	38.97	0.00	38.97
81498	04/13/2017	3359	CROP PRODUCTION SERVICES, INC.	2,483.85	0.00	2,483.85
81499	04/13/2017	39267	DOG DEALERS INC	494.00	0.00	494.00
81500	04/13/2017	3946	FERGUSON ENTERPRISES INC	652.50	0.00	652.50
81501	04/13/2017	5006	FREMONTIA HORTICULTURAL, INC	1,062.49	0.00	1,062.49
81502	04/13/2017	5005	GIEMONT, GREGORY S.	261.00	0.00	261.00
81503	04/13/2017	64215	GOLD COAST AWARDS INC	68.24	0.00	68.24
81504	04/13/2017	33150	GRAINGER W W INC	383.46	0.00	383.46
81505	04/13/2017	4483	GREENFIX AMERICA, LLC	465.00	0.00	465.00
81506	04/13/2017	35477	HARA M LAWNMOWER CENTER	255.09	0.00	255.09
81507	04/13/2017	34354	HI-WAY SAFETY RENTALS INC	531.73	0.00	531.73
81508	04/13/2017	42031	HOME DEPOT	1,604.99	0.00	1,604.99
81509	04/13/2017	41897	HOSE-MAN THE	32.11	0.00	32.11
81510	04/13/2017	36589	IMMEDIATE MEDICAL CARE	200.00	0.00	200.00
81511	04/13/2017	4149	INFOSEND INC	6,271.93	0.00	6,271.93
81512	04/13/2017	62707	JACOBY, MARK	85.39	0.00	85.39
81513	04/13/2017	4622	JHM SUPPLY INC	52.80	0.00	52.80
81514	04/13/2017	4180	JONES RICHARD D. A PROF LAW CORP	1,100.48	0.00	1,100.48
81515	04/13/2017	43815	KRUSEMARK, LEEANNE	71.50	0.00	71.50
81516	04/13/2017	53311	LAKEWOOD MEALS ON WHEELS	875.00	0.00	875.00
81517	04/13/2017	18550	LAKEWOOD, CITY OF	190.98	0.00	190.98
81518	04/13/2017	18400	LAKEWOOD, CITY WATER DEPT	6,231.51	0.00	6,231.51
81519	04/13/2017	2409	LIFTECH ELEVATOR SERVICES INC	507.00	0.00	507.00
81520	04/13/2017	21050	LOS ANGELES CO CLERK	75.00	0.00	75.00
81521	04/13/2017	21600	LOS ANGELES CO SHERIFFS DEPT	178.03	0.00	178.03
81522	04/13/2017	36844	LA COUNTY DEPT OF PUBLIC WORKS	3,993.68	0.00	3,993.68
81523	04/13/2017	36844	LA COUNTY DEPT OF PUBLIC WORKS	4,572.31	0.00	4,572.31



# CITY OF LAKEWOOD

## SUMMARY CHECK REGISTER

CHECK #	CHECK DATE	VEND #	VENDOR NAME	GROSS	DISC.	CHECK AMOUNT
81524	04/13/2017	62080	MARKLEY, ELIZABETH	130.00	0.00	130.00
81525	04/13/2017	65773	MAYFLOWER DISTRIBUTING COMPANY	126.88	0.00	126.88
81526	04/13/2017	23130	MC MASTER-CARR SUPPLY CO	29.06	0.58	28.48
81527	04/13/2017	4625	MERCHANT'S BUILDING MAINTENANCE LLC	13,229.38	0.00	13,229.38
81528	04/13/2017	52588	MILLER DON & SONS	284.01	0.81	283.20
81529	04/13/2017	64333	MOSES-CALDERA, ISABEL	1,081.60	0.00	1,081.60
81530	04/13/2017	59102	MOST DEPENDABLE FOUNTAINS	251.20	0.00	251.20
81531	04/13/2017	4443	O'REILLY AUTOMOTIVE STORES INC	319.76	8.38	311.38
81532	04/13/2017	3725	OAKDEN DOOR & GLASS	75.00	0.00	75.00
81533	04/13/2017	47554	OFFICE DEPOT BUSINESS SVCS	528.58	0.00	528.58
81534	04/13/2017	4497	PACIFIC COACHWAYS CHARTER SERVICES	893.75	0.00	893.75
81535	04/13/2017	450	PACIFIC EH & S SERVICES INC	1,792.00	0.00	1,792.00
81536	04/13/2017	63708	DY-JO CORPORATION	1,375.00	0.00	1,375.00
81537	04/13/2017	3888	RP AUTOMOTIVE UAG CERRITOS 1 LLC	301.03	0.00	301.03
81538	04/13/2017	4794	DUCOING ENTERPRISES, INC.	1,535.76	0.00	1,535.76
81539	04/13/2017	51171	PERS LONG TERM CARE PROGRAM	301.10	0.00	301.10
81540	04/13/2017	4374	PITNEY BOWES INC	253.38	0.00	253.38
81541	04/13/2017	15600	LONG BEACH PUBLISHING CO	411.54	0.00	411.54
81542	04/13/2017	47285	ROTARY CORP	192.83	0.00	192.83
81543	04/13/2017	45437	S & J SUPPLY CO	142.83	0.00	142.83
81544	04/13/2017	65297	S.T.E.A.M.	11,606.79	0.00	11,606.79
81545	04/13/2017	63960	SOUTHERN COUNTIES OIL CO	15,073.97	0.00	15,073.97
81546	04/13/2017	52279	SMART & FINAL INC	274.90	0.00	274.90
81547	04/13/2017	26900	SO CALIF SECURITY CENTERS INC	78.58	0.00	78.58
81548	04/13/2017	29400	SOUTHERN CALIFORNIA EDISON CO	1,173.79	0.00	1,173.79
81549	04/13/2017	64602	STAPLES CONTRACT & COMMERCIAL INC	819.09	0.00	819.09
81550	04/13/2017	4958	STETSON ENGINEERS INC.	36,135.50	0.00	36,135.50
81551	04/13/2017	2995	STRICTLY BACKFLOW INC	455.00	0.00	455.00
81552	04/13/2017	38679	WESTERN EXTERMINATOR COMPANY	132.32	0.00	132.32
81553	04/13/2017	60685	TURF STAR	334.11	0.00	334.11
81554	04/13/2017	31800	U S POSTMASTER	2,240.00	0.00	2,240.00
81555	04/13/2017	63260	USA METALS & MILLWORK RESTORATION	915.00	0.00	915.00
81556	04/13/2017	7400	WATER REPLENISHMENT DISTRICT OF	112,361.04	0.00	112,361.04
81557	04/13/2017	17640	WAXIE ENTERPRISES INC	1,854.52	0.00	1,854.52
81558	04/13/2017	50058	WHITE HOUSE FLORIST INC	191.41	0.00	191.41
81559	04/13/2017	2145	WYNN, LAKYN	87.75	0.00	87.75
81560	04/13/2017	4837	XEROX CORPORATION	2,612.70	0.00	2,612.70
81561	04/13/2017	3699	AMARO, SELENA	130.00	0.00	130.00
81562	04/13/2017	3699	ANGLO, NOLY	250.00	0.00	250.00
81563	04/13/2017	3699	APELAR, GLADYS	250.00	0.00	250.00
81564	04/13/2017	3699	ARLINGTON, BELINDA	250.00	0.00	250.00
81565	04/13/2017	3699	BENNETT, CHRIS	250.00	0.00	250.00
81566	04/13/2017	3699	BOWERS, RON	64.15	0.00	64.15
81567	04/13/2017	3699	BROWN, SHANISHAWN	250.00	0.00	250.00

# CITY OF LAKEWOOD

## SUMMARY CHECK REGISTER

CHECK #	CHECK DATE	VEND #	VENDOR NAME	GROSS	DISC.	CHECK AMOUNT
81568	04/13/2017	3699	BUTLER, ERVIN L	75.73	0.00	75.73
81569	04/13/2017	3699	CHAVEZ, IVONNE	29.00	0.00	29.00
81570	04/13/2017	3699	DOLGOROUKY, DEBORAH	250.00	0.00	250.00
81571	04/13/2017	3699	FAUSTO, CRISTINA	250.00	0.00	250.00
81572	04/13/2017	3699	MC CARTY, STACY	67.00	0.00	67.00
81573	04/13/2017	3699	PEDERSEN, JEROD	250.00	0.00	250.00
81574	04/13/2017	3699	PETIT, THERESA	102.00	0.00	102.00
81575	04/13/2017	3699	PRADO, JENNIFER	250.00	0.00	250.00
81576	04/13/2017	3699	REYES, NIKKO	250.00	0.00	250.00
81577	04/13/2017	3699	SNOW, ADELE	250.00	0.00	250.00
81578	04/13/2017	3699	STRANGE, LASHANTI	250.00	0.00	250.00
81579	04/13/2017	3699	TURNER, CLARISSA	250.00	0.00	250.00
81580	04/13/2017	3699	WHITE DOUCET, MARSHALL	100.00	0.00	100.00
81581	04/13/2017	3699	WHITTINGTON, MELVIN	60.00	0.00	60.00
81582	04/13/2017	3699	ZUELCH, SHEILA	250.00	0.00	250.00
<b>Totals:</b>				<u>271,735.55</u>	<u>9.77</u>	<u>271,725.78</u>

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

**COUNCIL AGENDA**

April 25, 2017

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

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

**STATEMENT OF MONTHLY ACTIVITY**

<u>Date</u>	<u>Amount at Cost</u>	<u>Vehicle</u>	<u>Transaction</u>
03-01-2017	\$ 658.90	FNMA	Paydown 1.646%
03-01-2017	\$ 64,567.67	FNMA	Paydown 1.246%
03-01-2017	\$ 236.68	FNMA	Interest 1.246%
03-01-2017	\$ 447.29	FNMA	Interest 1.646%
03-01-2017	\$ 245.17	FNMA	Interest 1.898%
03-01-2017	\$ 219.58	FNMA	Interest 1.55%
03-01-2017	\$ 416.50	FNMA	Interest 1.785%
03-01-2017	\$ 25,045.42	TREAS	Sell
03-01-2017	\$ 69,981.80	CORP	Purchase
03-06-2017	\$ 4,893.75	CORP	Interest 1.305%
03-07-2017	\$ 6.56	FNMA	Interest 1.246%
03-09-2017	\$ 6,162.50	CD	Interest 1.7%
03-10-2017	\$ 150,086.99	TREAS	Sell
03-10-2017	\$ 144,886.90	CORP	Purchase
03-11-2017	\$ 4,984.38	CD	Interest 1.375%
03-13-2017	\$ 1,275.00	CORP	Interest 1.5%
03-15-2017	\$ 467.50	CORP	Interest 1.7%
03-16-2017	\$ 200,000.00	LAIF	Withdrawal
03-23-2017	\$ 1,000,000.00	LAIF	Withdrawal
03-26-2017	\$ 4,250.00	FHLB	Interest 1.0%
03-31-2017	\$ 32.79	CAMP	Interest 0.89%
03-31-2017	\$ 501.70	CAMP	Interest 0.89%

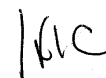
**RECOMMENDATION**

It is recommended that the City Council receive and file the Monthly Report of Investment Transactions rendered for the month of January and February 2017.

Diane Perkin  
Director of Administrative Services



Howard L. Chambers  
City Manager



# DIVIDER SHEET

## COUNCIL AGENDA

April 25, 2017

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

**SUBJECT:** Quarterly Schedule of Investments

### INTRODUCTION

Effective January 1, 1996, the California Government Code, Section 53646 requires that: *“The treasurer or chief fiscal officer shall render a quarterly report to the chief executive officer, the internal auditor and the legislative body of the local agency. The quarterly report shall be so submitted within 30 days following the end of the quarter covered by the report.”* In compliance with this section of the code, the schedule of investments is being rendered to be received and filed.

### STATEMENT OF FACT

The investments represented in this report are allocated to a variety of funds such as the General Fund, Water Fund, Redevelopment Funds, Restricted Special Revenue Funds, and Fiduciary Funds.

The City’s idle funds are invested in compliance with the City’s investment policy, which was last reviewed and approved in January 2015 by the City Council, and is compliance with the updated Investment Policy proposed for adoption. Specifically, the city’s investment objectives in the investment of public funds are safety, liquidity and yield. To accomplish these objectives, the following types of investments have been chosen and the City is currently or in the past invested in the following securities:

### Treasury Notes

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

### Federal Agency Bonds or Notes:

Federal agency or United States government-sponsored enterprise obligations, participations, or other instruments, including those issued by or fully guaranteed as to principal and interest by federal agencies or United States government-sponsored enterprises.

- FHLB (Federal Home Loan Bank Bonds)  
Bonds and discount notes issued by the Federal Home Loan Bank to provide funding to member institutions and make available money to the residential mortgage market.
- FHLMC (Federal Home Loan Mortgage Corp)  
A publicly chartered agency that buys qualifying residential mortgages from lenders, packages them into new securities backed by those pooled mortgages, provides certain guarantees and then re-sells the securities on the open market.
- FNMA (Federal National Mortgage Association)  
National Mortgage Association is a government-sponsored, privately owned corporation established to create a secondary market for Federal Housing Administration mortgages.
- FFCB (Federal Farm Credit Bank)

The Federal Farm Credit Bank is an independent agency of the U.S. Government which issues bonds and discount notes to provide short- and long-term credit and credit-related services to farmers, ranchers, rural homeowners, producers and harvesters.

**Supra-National Agency Bond or Notes**

Supranational debt is debt of international or multi-lateral financial agency; the debt is used to finance economic/infrastructure development, environmental protection, poverty reduction and renewable energy around the globe, rated AAA, highly liquid and issued in a range of maturities.

**Negotiable Certificates of Deposit**

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

**Municipal Bonds or Notes:**

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

**Corporate Notes:**

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

**Commercial Paper:**

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

**Pooled Funds:**

LAIF (Local Agency Investment Fund, State of California)

This investment pool is administered by the Treasurer of the State of California, and provides a high-level of liquidity and strong safety through diversification of investments.

CAMP (California Asset Management Program)

A Joint Powers Authority established in 1989 by the treasurers and finance directors of several California public agencies to provide professional investment services at a reasonable cost. Participation is limited to California public agencies.

Los Angeles County Pool

Investment in the Los Angeles County Pool may not exceed the current pool limits and should be reviewed periodically.

MMKT (Money Market)

This is a money market interest-bearing checking account that is fully insured and collateralized.

**SUMMARY**

**City of Lakewood**  
**Schedule of Investments - March 31, 2017**

<u>Type</u>	<u>Rating</u>	<u>Inst.</u>	<u>Par Value</u>	<u>Amortized Cost</u>	<u>Market Value</u>	<u>Yield</u>	<u>Duration</u>
<b>Marketable Securities</b>							
Federal Agency	AA+	US Bank	\$10,295,000.00	\$10,287,684.64	\$10,218,123.22	1.36	1.980
Fed Agency CMO	AA+	US Bank	\$1,093,807.22	\$1,098,825.75	\$1,093,721.03	1.60	1.010
US Treasury	AA+	US Bank	\$9,140,000.00	\$9,180,820.46	\$9,157,823.76	1.32	2.100
Supra-National	AAA	US Bank	\$1,230,000.00	\$1,228,512.13	\$1,217,411.86	1.44	1.910
Certificate of Deposit	AA-:A+:A-1+	US Bank	\$6,525,000.00	\$6,524,352.17	\$6,538,963.52	1.37	1.120
Municipal Bond	AAA:AA:SP-1	US Bank	-	-	-	-	0.000
Commercial Paper	A-1+:A-1	US Bank	-	-	-	-	0.000
Corporate Note	AA+:A	US Bank	\$7,830,000.00	\$7,833,801.19	\$7,830,140.30	1.69	1.670
			<b>\$36,113,807.22</b>	<b>\$36,153,996.34</b>	<b>\$36,056,183.69</b>	<b>1.43</b>	<b>1.760</b>
(See attached report provided by PFM for more detail)							
<b>Pooled Investment Accounts</b>							
City L.A.I.F.		Calif		\$8,943,310.72	\$8,950,686.52	0.78	Life 180 days
City C.A.M.P.		US Bank		\$43,461.40	\$43,461.40	0.89	WAM 1 day
				<b>\$8,986,772.12</b>	<b>\$8,994,147.92</b>		
<b>Bank Accounts</b>							
City - Checking		BofA and F&M		\$2,732,166.41	\$2,732,166.41	0.50	
City- Payroll		F&M		\$121,835.84	\$121,835.84	0.50	
Successor Housing - Checking		F&M		\$476,577.68	\$476,577.68	0.50	
				<b>\$3,330,579.93</b>	<b>\$3,330,579.93</b>		
<b>Portfolio</b>				<b>\$48,471,348.39</b>	<b>\$48,380,911.54</b>	<b>1.25</b>	
<b>Funds held in reserve as required by debt issuance or non-agency funds - not available for City expenditures:</b>							
Successor Agency - checking		F&M		\$205,166.76	\$205,166.76	0.50	
LRA C.A.M.P. - Arbitrage		US Bank		\$664,955.66	\$664,955.66	0.89	
LRA - Reserve		US Bank		\$790,100.05	\$790,100.05	0.19	
Business Dev Loan MMKT		F&M		\$796,325.29	\$796,325.29	0.50	
City Light & Power- Reserve		Union Bank		\$184,072.67	\$184,072.67	0.23	
				<b>\$2,640,620.43</b>	<b>\$2,640,620.43</b>		
<b>Total Portfolio:</b>				<b>\$51,111,968.82</b>	<b>\$51,021,531.97</b>	<b>1.21</b>	

The attached Managed Account Summary Statement is provided by the city's investment advisor Public Financial Management (PFM). The report is divided into the following sections:

(A) Managed Account Summary – total portfolio value, transactions and earnings



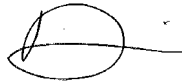
- (B) Portfolio Summary and Statistics – summary of the characteristics of the portfolio
- (C) Managed Account Issuer Summary – breakdown of issuer concentration and credit quality
- (D) Managed Account Details of Securities Held – an analysis of each security holding in the portfolio as of the last day of the quarter
- (E) Managed Account Fair Market Value & Analysis – summary of unrealized gains and losses reflected in market values
- (F) Managed Account Securities Transactions & Interest – detail of all transactions related to securities that either have a trade or settle date during the most recent month; this information is provided to the Council monthly.

**STAFF RECOMMENDATION**

It is recommended that the City Council receive and file the Quarterly Schedule of Investments rendered for the 3<sup>rd</sup> Quarter of Fiscal Year 2016-2017.

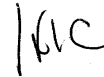
Diane Perkin

Director of Administrative Services



Howard L. Chambers

City Manager





## Managed Account Summary Statement

For the Month Ending **December 31, 2016**

CITY OF LAKEWOOD - 51260100

### Transaction Summary - Managed Account

<b>Opening Market Value</b>	<b>\$35,985,330.82</b>
Maturities/Calls	(38,710.89)
Principal Dispositions	(4,119,679.81)
Principal Acquisitions	4,177,530.50
Unsettled Trades	0.00
Change in Current Value	(2,695.14)
<b>Closing Market Value</b>	<b>\$36,001,775.48</b>

### Cash Transactions Summary - Managed Account

Maturities/Calls	0.00
Sale Proceeds	4,124,565.92
Coupon/Interest/Dividend Income	35,876.88
Principal Payments	38,710.89
Security Purchases	(4,177,942.59)
Net Cash Contribution	(56,077.23)
Reconciling Transactions	0.00

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

Interest/Dividends/Coupons Received	40,762.99
Less Purchased Interest Related to Interest/Coupons	(412.09)
Plus Net Realized Gains/Losses	(2,942.41)
<b>Total Cash Basis Earnings</b>	<b>\$37,408.49</b>

### Cash Balance

**Closing Cash Balance \$112,404.45**

### Earnings Reconciliation (Accrual Basis)

	<b>Total</b>
Ending Amortized Value of Securities	36,116,650.32
Ending Accrued Interest	91,295.73
Plus Proceeds from Sales	4,124,565.92
Plus Proceeds of Maturities/Calls/Principal Payments	38,710.89
Plus Coupons/Dividends Received	35,876.88
Less Cost of New Purchases	(4,177,942.59)
Less Beginning Amortized Value of Securities	(36,103,212.37)
Less Beginning Accrued Interest	(92,065.31)
<b>Total Accrual Basis Earnings</b>	<b>\$33,879.47</b>



## Portfolio Summary and Statistics

For the Month Ending **December 31, 2016**

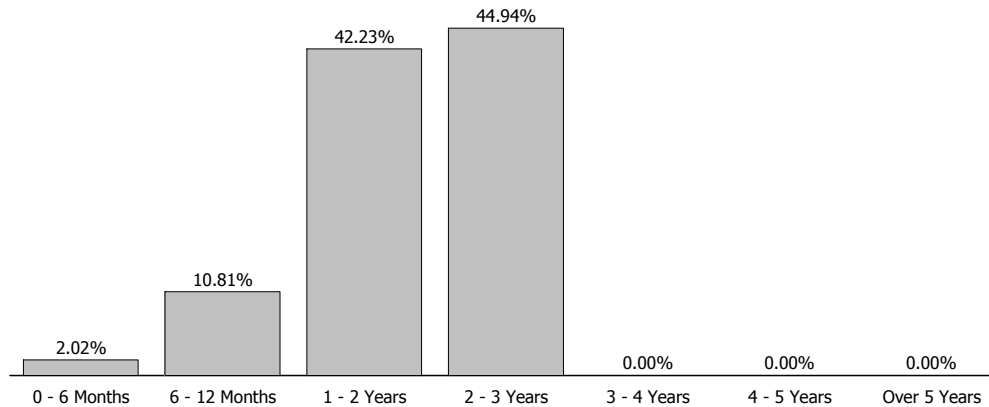
CITY OF LAKEWOOD - 51260100

### Account Summary

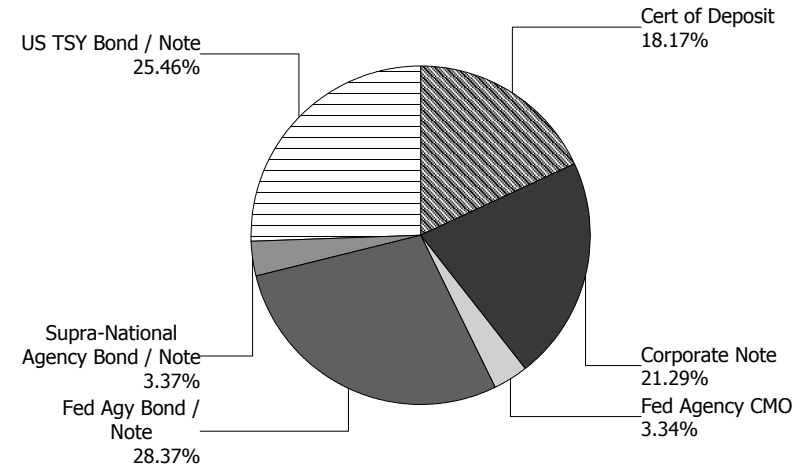
Description	Par Value	Market Value	Percent
U.S. Treasury Bond / Note	9,135,000.00	9,165,113.37	25.46
Supra-National Agency Bond / Note	1,230,000.00	1,213,164.58	3.37
Federal Agency Collateralized Mortgage Obligation	1,201,508.48	1,202,227.62	3.34
Federal Agency Bond / Note	10,295,000.00	10,215,088.83	28.37
Corporate Note	7,680,000.00	7,666,114.84	21.29
Certificate of Deposit	6,525,000.00	6,540,066.24	18.17
<b>Managed Account Sub-Total</b>	<b>36,066,508.48</b>	<b>36,001,775.48</b>	<b>100.00%</b>
Accrued Interest		91,295.73	
<b>Total Portfolio</b>	<b>36,066,508.48</b>	<b>36,093,071.21</b>	

**Unsettled Trades** **0.00** **0.00**

### Maturity Distribution



### Sector Allocation



### Characteristics

Yield to Maturity at Cost	1.22%
Yield to Maturity at Market	1.37%
Duration to Worst	1.82
Weighted Average Days to Maturity	679



## Managed Account Issuer Summary

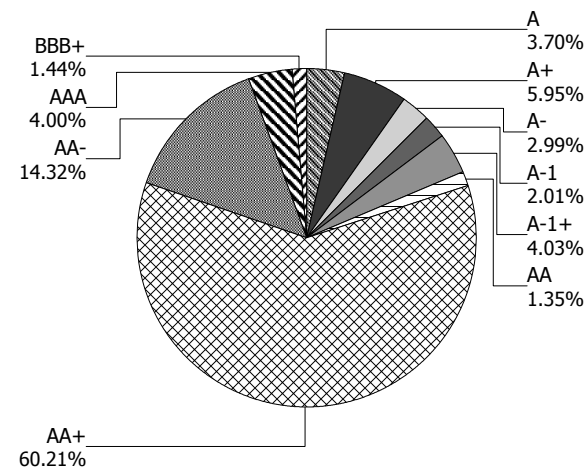
For the Month Ending **December 31, 2016**

CITY OF LAKEWOOD - 51260100

### Issuer Summary

Issuer	Market Value of Holdings	Percent
AMERICAN EXPRESS CO	350,450.10	0.97
AMERICAN HONDA FINANCE	334,952.43	0.93
APPLE INC	344,771.00	0.96
BANK OF AMERICA CORP	349,985.30	0.97
BANK OF NEW YORK CO INC	725,305.95	2.01
BANK OF NOVA SCOTIA	725,638.00	2.02
BERKSHIRE HATHAWAY INC	139,524.66	0.39
CANADIAN IMPERIAL BANK OF COMMERCE	730,850.75	2.03
CHEVRON CORP	348,562.55	0.97
CISCO SYSTEMS INC	626,885.63	1.74
CITIGROUP INC	144,452.63	0.40
EXXON MOBIL CORP	749,822.25	2.08
FANNIE MAE	5,609,789.87	15.58
FEDERAL HOME LOAN BANKS	4,023,056.98	11.17
FREDDIE MAC	1,784,469.60	4.96
GOLDMAN SACHS GROUP INC	373,510.50	1.04
HSBC HOLDINGS PLC	726,261.50	2.02
IBM CORP	897,954.30	2.49
INTER-AMERICAN DEVELOPMENT BANK	497,932.53	1.38
INTL BANK OF RECONSTRUCTION AND DEV	715,232.05	1.99
JP MORGAN CHASE & CO	724,934.03	2.01
MICROSOFT CORP	226,907.19	0.63
NORDEA BANK AB	730,850.75	2.03
PEPSICO, INC	129,011.74	0.36
PFIZER INC	347,868.15	0.97
ROYAL BANK OF CANADA	725,822.88	2.02
SKANDINAVISKA ENSKIDA BANKEN AB	723,771.13	2.01
SVENSKA HANDELSBANKEN	725,406.00	2.01
THE WALT DISNEY CORPORATION	100,096.30	0.28
TORONTO-DOMINION BANK	725,324.08	2.01
TOYOTA MOTOR CORP	374,906.63	1.04
UNITED STATES TREASURY	9,165,113.37	25.47

### Credit Quality (S&P Ratings)





## Managed Account Issuer Summary

For the Month Ending **December 31, 2016**

CITY OF LAKEWOOD - 51260100

<b>Issuer</b>	<b>Market Value of Holdings</b>	<b>Percent</b>
US BANCORP	726,141.15	2.02
WELLS FARGO & COMPANY	376,213.50	1.04
<b>Total</b>	<b>\$36,001,775.48</b>	<b>100.00%</b>



## Managed Account Detail of Securities Held

For the Month Ending **December 31, 2016**

### CITY OF LAKEWOOD - 51260100

Security Type/Description Dated Date/Coupon/Maturity	CUSIP	Par	S&P Rating	Moody's Rating	Trade Date	Settle Date	Original Cost	YTM at Cost	Accrued Interest	Amortized Cost	Market Value
<b>U.S. Treasury Bond / Note</b>											
US TREASURY NOTES DTD 04/30/2013 0.625% 04/30/2018	912828UZ1	800,000.00	AA+	Aaa	04/28/15	04/30/15	793,562.50	0.90	856.35	797,127.97	796,093.60
US TREASURY NOTES DTD 05/31/2013 1.000% 05/31/2018	912828VE7	580,000.00	AA+	Aaa	12/28/15	12/30/15	577,122.66	1.21	509.89	578,310.47	579,773.22
US TREASURY NOTES DTD 12/02/2013 1.250% 11/30/2018	912828A34	530,000.00	AA+	Aaa	11/05/15	11/09/15	531,076.56	1.18	582.42	530,678.37	530,765.85
US TREASURY NOTES DTD 12/02/2013 1.250% 11/30/2018	912828A34	1,000,000.00	AA+	Aaa	05/03/16	05/06/16	1,010,546.88	0.83	1,098.90	1,007,874.02	1,001,445.00
US TREASURY NOTES DTD 12/31/2013 1.500% 12/31/2018	912828A75	1,875,000.00	AA+	Aaa	12/01/15	12/04/15	1,890,893.55	1.22	77.69	1,885,399.28	1,885,912.50
US TREASURY NOTES DTD 02/29/2012 1.375% 02/28/2019	912828SH4	275,000.00	AA+	Aaa	02/01/16	02/03/16	277,943.36	1.02	1,284.79	277,079.88	275,773.30
US TREASURY NOTES DTD 04/30/2014 1.625% 04/30/2019	912828D23	890,000.00	AA+	Aaa	11/10/16	11/14/16	902,167.97	1.06	2,477.00	901,519.70	896,952.68
US TREASURY NOTES DTD 04/30/2014 1.625% 04/30/2019	912828D23	1,185,000.00	AA+	Aaa	06/27/16	06/29/16	1,215,735.94	0.70	3,298.03	1,210,275.36	1,194,257.22
US TREASURY NOTES DTD 12/01/2014 1.500% 11/30/2019	912828G61	2,000,000.00	AA+	Aaa	12/01/16	12/05/16	2,003,125.00	1.45	2,637.36	2,003,048.96	2,004,140.00
<b>Security Type Sub-Total</b>		<b>9,135,000.00</b>					<b>9,202,174.42</b>	<b>1.11</b>	<b>12,822.43</b>	<b>9,191,314.01</b>	<b>9,165,113.37</b>
<b>Supra-National Agency Bond / Note</b>											
INTL BANK OF RECON AND DEV SN NOTES DTD 04/19/2016 0.875% 07/19/2018	459058FE8	375,000.00	AAA	Aaa	04/12/16	04/19/16	374,336.25	0.95	1,476.56	374,540.59	372,661.50
INTER-AMERICAN DEVELOPMENT BANK DTD 04/12/2016 1.000% 05/13/2019	458182DX7	505,000.00	AAA	Aaa	04/05/16	04/12/16	503,485.00	1.10	673.33	503,834.81	497,932.53
INTL BANK OF RECON AND DEV SN NOTE DTD 07/13/2016 0.875% 08/15/2019	459058FK4	350,000.00	AAA	Aaa	07/06/16	07/13/16	349,926.50	0.88	1,156.94	349,937.06	342,570.55
<b>Security Type Sub-Total</b>		<b>1,230,000.00</b>					<b>1,227,747.75</b>	<b>0.99</b>	<b>3,306.83</b>	<b>1,228,312.46</b>	<b>1,213,164.58</b>



## Managed Account Detail of Securities Held

For the Month Ending **December 31, 2016**

### CITY OF LAKEWOOD - 51260100

Security Type/Description Dated Date/Coupon/Maturity	CUSIP	Par	S&P Rating	Moody's Rating	Trade Date	Settle Date	Original Cost	YTM at Cost	Accrued Interest	Amortized Cost	Market Value
<b>Federal Agency Collateralized Mortgage Obligation</b>											
FNMA SERIES 2012-M13 ASQ2 DTD 09/01/2012 1.246% 08/01/2017	3136A8G38	266,508.48	AA+	Aaa	06/18/15	06/23/15	269,388.66	0.99	276.72	266,598.80	266,330.13
FNMA SERIES 2015-M7 ASQ2 DTD 04/01/2015 1.550% 04/01/2018	3136ANJY4	170,000.00	AA+	Aaa	04/15/15	04/30/15	171,699.39	0.83	219.58	170,577.43	170,097.48
FNMA SERIES 2015-M15 ASQ2 DTD 11/01/2015 1.898% 01/01/2019	3136AQSW1	155,000.00	AA+	Aaa	11/06/15	11/30/15	156,549.98	1.20	245.17	155,908.02	155,551.83
FNMA SERIES 2016-M9 ASQ2 DTD 06/01/2016 1.785% 06/01/2019	3136ASPX8	280,000.00	AA+	Aaa	06/09/16	06/30/16	282,799.86	1.05	416.50	282,238.48	280,644.81
FANNIE MAE SERIES 2015-M13 ASQ2 DTD 10/01/2015 1.646% 09/01/2019	3136AODO0	330,000.00	AA+	Aaa	10/07/15	10/30/15	333,304.59	1.08	452.65	332,158.11	329,603.37
<b>Security Type Sub-Total</b>		<b>1,201,508.48</b>					<b>1,213,742.48</b>	<b>1.03</b>	<b>1,610.62</b>	<b>1,207,480.84</b>	<b>1,202,227.62</b>
<b>Federal Agency Bond / Note</b>											
FEDERAL HOME LOAN BANKS AGCY DTD 05/27/2016 0.875% 06/29/2018	3130A8BD4	675,000.00	AA+	Aaa	08/11/16	08/12/16	675,256.50	0.85	32.81	675,205.08	672,653.03
FEDERAL HOME LOAN BANKS AGCY DTD 05/27/2016 0.875% 06/29/2018	3130A8BD4	1,130,000.00	AA+	Aaa	05/26/16	05/27/16	1,127,276.70	0.99	54.93	1,128,044.69	1,126,070.99
FHLB NOTES DTD 07/08/2016 0.625% 08/07/2018	3130A8PK3	665,000.00	AA+	Aaa	08/10/16	08/12/16	662,619.30	0.81	1,662.50	663,079.40	659,714.58
FHLB NOTES DTD 12/08/2016 1.250% 01/16/2019	3130AAE46	725,000.00	AA+	Aaa	12/07/16	12/08/16	724,971.00	1.25	578.99	724,971.00	724,746.98
FNMA BENCHMARK NOTE DTD 02/23/2016 1.000% 02/26/2019	3135G0J53	300,000.00	AA+	Aaa	08/05/16	08/08/16	300,759.00	0.90	1,041.67	300,642.09	298,134.90
FNMA BENCHMARK NOTE DTD 02/23/2016 1.000% 02/26/2019	3135G0J53	600,000.00	AA+	Aaa	05/03/16	05/06/16	600,552.64	0.97	2,083.33	600,426.66	596,269.80
FNMA BENCHMARK NOTE DTD 02/23/2016 1.000% 02/26/2019	3135G0J53	900,000.00	AA+	Aaa	02/19/16	02/23/16	897,876.00	1.08	3,125.00	898,473.12	894,404.70
FREDDIE MAC NOTES DTD 03/21/2016 1.125% 04/15/2019	3137EADZ9	900,000.00	AA+	Aaa	05/26/16	05/31/16	900,693.00	1.10	2,137.50	900,556.04	896,357.70



## Managed Account Detail of Securities Held

For the Month Ending **December 31, 2016**

### CITY OF LAKEWOOD - 51260100

Security Type/Description Dated Date/Coupon/Maturity	CUSIP	Par	S&P Rating	Moody's Rating	Trade Date	Settle Date	Original Cost	YTM at Cost	Accrued Interest	Amortized Cost	Market Value
<b>Federal Agency Bond / Note</b>											
FHLMC REFERENCE NOTE DTD 07/20/2016 0.875% 07/19/2019	3137EAEB1	900,000.00	AA+	Aaa	07/19/16	07/20/16	897,822.00	0.96	3,521.88	898,143.08	888,111.90
FNMA BENCHMARK NOTE DTD 08/02/2016 0.875% 08/02/2019	3135G0N33	650,000.00	AA+	Aaa	07/29/16	08/02/16	648,908.00	0.93	2,353.99	649,056.91	640,970.85
FNMA NOTES DTD 09/02/2016 1.000% 08/28/2019	3135G0P49	800,000.00	AA+	Aaa	10/03/16	10/05/16	799,520.00	1.02	2,644.44	799,559.75	791,112.80
FNMA NOTES DTD 09/02/2016 1.000% 08/28/2019	3135G0P49	1,200,000.00	AA+	Aaa	08/31/16	09/02/16	1,198,128.00	1.05	3,966.67	1,198,332.13	1,186,669.20
FHLB GLOBAL NOTES DTD 09/09/2016 1.000% 09/26/2019	3130A9EP2	850,000.00	AA+	Aaa	10/03/16	10/05/16	849,702.50	1.01	2,243.06	849,726.30	839,871.40
<b>Security Type Sub-Total</b>		<b>10,295,000.00</b>					<b>10,284,084.64</b>	<b>1.01</b>	<b>25,446.77</b>	<b>10,286,216.25</b>	<b>10,215,088.83</b>
<b>Corporate Note</b>											
IBM CORP NOTES DTD 02/06/2015 1.125% 02/06/2018	459200HZ7	900,000.00	AA-	Aa3	02/03/15	02/06/15	897,255.00	1.23	4,078.13	898,984.54	897,954.30
JP MORGAN CHASE CORP NOTES (CALLABLE) DTD 03/02/2015 1.700% 03/01/2018	46623EKD0	725,000.00	A-	A3	10/01/15	10/06/15	724,180.75	1.75	4,108.33	724,600.16	724,934.03
EXXON MOBIL CORP NOTES DTD 03/06/2015 1.305% 03/06/2018	30231GAL6	750,000.00	AA+	Aaa	03/04/15	03/06/15	750,000.00	1.31	3,126.56	750,000.00	749,822.25
AMERICAN HONDA FINANCE CORP NOTES DTD 03/13/2015 1.500% 03/13/2018	02665WAT8	335,000.00	A+	A1	03/10/15	03/13/15	334,551.10	1.55	1,507.50	334,818.02	334,952.43
BANK OF NEW YORK MELLON CORP (CALLABLE) DTD 05/29/2015 1.600% 05/22/2018	06406HDB2	725,000.00	A	A1	05/22/15	05/29/15	724,934.75	1.60	1,256.67	724,968.75	725,305.95
BANK OF AMERICA BANK NOTES DTD 06/05/2015 1.750% 06/05/2018	06050TMC3	350,000.00	A+	A1	10/06/15	10/09/15	350,721.00	1.67	442.36	350,393.02	349,985.30
CISCO SYSTEMS INC CORP NOTE DTD 06/17/2015 1.650% 06/15/2018	17275RAU6	625,000.00	AA-	A1	06/10/15	06/17/15	624,893.75	1.66	458.33	624,947.59	626,885.63





## Managed Account Detail of Securities Held

For the Month Ending **December 31, 2016**

**CITY OF LAKEWOOD - 51260100**

Security Type/Description Dated Date/Coupon/Maturity	CUSIP	Par	S&P Rating	Moody's Rating	Trade Date	Settle Date	Original Cost	YTM at Cost	Accrued Interest	Amortized Cost	Market Value
<b>Corporate Note</b>											
TOYOTA MOTOR CREDIT CORP DTD 07/13/2015 1.550% 07/13/2018	89236TCP8	375,000.00	AA-	Aa3	07/08/15	07/13/15	374,681.25	1.58	2,712.50	374,835.22	374,906.63
AMERICAN EXPRESS CRD CRP NT (CALLABLE) DTD 07/31/2015 1.800% 07/31/2018	0258M0DV8	350,000.00	A-	A2	10/05/15	10/08/15	351,354.50	1.66	2,642.50	350,753.34	350,450.10
BERKSHIRE HATHAWAY INC GLOBAL NOTES DTD 08/15/2016 1.150% 08/15/2018	084670BX5	85,000.00	AA	Aa2	08/08/16	08/15/16	84,989.80	1.16	369.28	84,991.71	84,573.39
THE WALT DISNEY CORPORATION DTD 01/08/2016 1.650% 01/08/2019	25468PDH6	100,000.00	A	A2	01/05/16	01/08/16	99,866.00	1.70	792.92	99,909.06	100,096.30
BERKSHIRE HATHAWAY INC NOTES DTD 03/15/2016 1.700% 03/15/2019	084664CG4	55,000.00	AA	Aa2	03/08/16	03/15/16	54,958.20	1.73	275.31	54,969.07	54,951.27
WELLS FARGO & COMPANY DTD 04/22/2014 2.125% 04/22/2019	94974BFU9	375,000.00	A	A2	03/10/16	03/15/16	376,533.75	1.99	1,527.34	376,152.09	376,213.50
GOLDMAN SACHS GRP INC CORP NT (CALLABLE) DTD 04/25/2016 2.000% 04/25/2019	38141GVT8	50,000.00	BBB+	A3	04/20/16	04/25/16	49,861.00	2.10	183.33	49,891.93	49,801.40
GOLDMAN SACHS GRP INC CORP NT (CALLABLE) DTD 04/25/2016 2.000% 04/25/2019	38141GVT8	325,000.00	BBB+	A3	04/21/16	04/26/16	324,792.00	2.02	1,191.67	324,838.24	323,709.10
CHEVRON CORP NOTES DTD 05/16/2016 1.561% 05/16/2019	166764BH2	350,000.00	AA-	Aa2	05/09/16	05/16/16	350,000.00	1.56	682.94	350,000.00	348,562.55
PFIZER INC CORP NOTES DTD 06/03/2016 1.450% 06/03/2019	717081DU4	350,000.00	AA	A1	05/31/16	06/03/16	349,601.00	1.49	394.72	349,676.50	347,868.15
CITIGROUP INC CORP NOTES DTD 06/09/2016 2.050% 06/07/2019	172967KS9	145,000.00	BBB+	Baa1	06/02/16	06/09/16	144,924.60	2.07	198.17	144,938.32	144,452.63
APPLE INC CORP NOTES DTD 08/04/2016 1.100% 08/02/2019	037833CB4	350,000.00	AA+	Aa1	07/28/16	08/04/16	349,650.00	1.13	1,572.08	349,697.06	344,771.00
MICROSOFT CORP NOTES DTD 08/08/2016 1.100% 08/08/2019	594918BN3	230,000.00	AAA	Aaa	08/01/16	08/08/16	229,763.10	1.14	1,004.97	229,794.03	226,907.19



## Managed Account Detail of Securities Held

For the Month Ending **December 31, 2016**

### CITY OF LAKEWOOD - 51260100

Security Type/Description Dated Date/Coupon/Maturity	CUSIP	Par	S&P Rating	Moody's Rating	Trade Date	Settle Date	Original Cost	YTM at Cost	Accrued Interest	Amortized Cost	Market Value
<b>Corporate Note</b>											
PEPSICO, INC CORP NOTES DTD 10/06/2016 1.350% 10/04/2019	713448DJ4	130,000.00	A	A1	10/03/16	10/06/16	129,980.50	1.36	414.38	129,982.00	129,011.74
<b>Security Type Sub-Total</b>		<b>7,680,000.00</b>					<b>7,677,492.05</b>	<b>1.55</b>	<b>28,939.99</b>	<b>7,679,140.65</b>	<b>7,666,114.84</b>
<b>Certificate of Deposit</b>											
TORONTO DOMINION BANK NY YCD DTD 06/19/2015 1.240% 06/16/2017	89113ESN7	725,000.00	AA-	Aa1	06/16/15	06/19/15	725,000.00	1.25	4,869.58	725,000.00	725,324.08
SVENSKA HANDELSBANKEN NY FLT CERT DEPOS DTD 11/24/2015 1.375% 08/24/2017	86958DH54	725,000.00	A-1+	P-1	11/20/15	11/24/15	725,000.00	0.84	1,050.13	725,000.00	725,406.00
US BANK NA CINCINNATI (CALLABLE) CD DTD 09/11/2014 1.375% 09/11/2017	90333VPF1	725,000.00	AA-	Aa1	09/09/14	09/11/14	723,832.75	1.41	3,046.01	724,730.55	726,141.15
BANK OF NOVA SCOTIA HOUSTON YCD DTD 11/09/2015 1.560% 11/06/2017	06417GAS7	725,000.00	A+	Aa3	11/06/15	11/09/15	725,000.00	1.55	1,727.92	725,000.00	725,638.00
SKANDINAVISKA ENSKILDA BANKEN NY CD DTD 11/17/2015 1.480% 11/16/2017	83050FBG5	725,000.00	A-1	P-1	11/16/15	11/17/15	725,000.00	1.48	1,371.06	725,000.00	723,771.13
HSBC BANK USA NA FLOATING CERT DEPOS DTD 11/18/2015 1.496% 11/17/2017	40428AR41	725,000.00	A-1+	P-1	11/17/15	11/18/15	725,000.00	0.97	1,355.95	725,000.00	726,261.50
ROYAL BANK OF CANADA NY CD DTD 03/15/2016 1.700% 03/09/2018	78009NZZ2	725,000.00	AA-	Aa3	03/11/16	03/15/16	725,000.00	1.69	3,834.44	725,000.00	725,822.88
CANADIAN IMPERIAL BANK NY CD DTD 12/05/2016 1.760% 11/30/2018	13606A5Z7	725,000.00	A+	Aa3	12/01/16	12/05/16	724,434.50	1.78	957.00	724,455.56	730,850.75
NORDEA BANK FINLAND NY CD DTD 12/05/2016 1.760% 11/30/2018	65558LWA6	725,000.00	AA-	Aa3	12/01/16	12/05/16	725,000.00	1.74	957.00	725,000.00	730,850.75
<b>Security Type Sub-Total</b>		<b>6,525,000.00</b>					<b>6,523,267.25</b>	<b>1.41</b>	<b>19,169.09</b>	<b>6,524,186.11</b>	<b>6,540,066.24</b>
<b>Managed Account Sub-Total</b>		<b>36,066,508.48</b>					<b>36,128,508.59</b>	<b>1.22</b>	<b>91,295.73</b>	<b>36,116,650.32</b>	<b>36,001,775.48</b>



## Managed Account Detail of Securities Held

For the Month Ending **December 31, 2016**

**CITY OF LAKEWOOD - 51260100**

<b>Securities Sub-Total</b>	<b>\$36,066,508.48</b>	<b>\$36,128,508.59</b>	<b>1.22%</b>	<b>\$91,295.73</b>	<b>\$36,116,650.32</b>	<b>\$36,001,775.48</b>
<b>Accrued Interest</b>						<b>\$91,295.73</b>
<b>Total Investments</b>						<b>\$36,093,071.21</b>



## Managed Account Fair Market Value & Analytics

For the Month Ending **December 31, 2016**

### CITY OF LAKEWOOD - 51260100

Security Type/Description Dated Date/Coupon/Maturity	CUSIP	Par	Broker	Next Call Date	Market Price	Market Value	Unreal G/L On Cost	Unreal G/L Amort Cost	Effective Duration	Duration to Worst at Mkt	YTM
<b>U.S. Treasury Bond / Note</b>											
US TREASURY NOTES DTD 04/30/2013 0.625% 04/30/2018	912828UZ1	800,000.00	JPMCHASE		99.51	796,093.60	2,531.10	(1,034.37)	1.32	1.32	0.99
US TREASURY NOTES DTD 05/31/2013 1.000% 05/31/2018	912828VE7	580,000.00	MORGANST		99.96	579,773.22	2,650.56	1,462.75	1.40	1.40	1.03
US TREASURY NOTES DTD 12/02/2013 1.250% 11/30/2018	912828A34	530,000.00	MORGANST		100.14	530,765.85	(310.71)	87.48	1.89	1.89	1.17
US TREASURY NOTES DTD 12/02/2013 1.250% 11/30/2018	912828A34	1,000,000.00	HSBC		100.14	1,001,445.00	(9,101.88)	(6,429.02)	1.89	1.89	1.17
US TREASURY NOTES DTD 12/31/2013 1.500% 12/31/2018	912828A75	1,875,000.00	NOMURA		100.58	1,885,912.50	(4,981.05)	513.22	1.97	1.97	1.20
US TREASURY NOTES DTD 02/29/2012 1.375% 02/28/2019	912828SH4	275,000.00	BARCLAYS		100.28	275,773.30	(2,170.06)	(1,306.58)	2.12	2.12	1.24
US TREASURY NOTES DTD 04/30/2014 1.625% 04/30/2019	912828D23	890,000.00	CITIGRP		100.78	896,952.68	(5,215.29)	(4,567.02)	2.28	2.28	1.28
US TREASURY NOTES DTD 04/30/2014 1.625% 04/30/2019	912828D23	1,185,000.00	MORGANST		100.78	1,194,257.22	(21,478.72)	(16,018.14)	2.28	2.28	1.28
US TREASURY NOTES DTD 12/01/2014 1.500% 11/30/2019	912828G61	2,000,000.00	BARCLAYS		100.21	2,004,140.00	1,015.00	1,091.04	2.84	2.84	1.43
<b>Security Type Sub-Total</b>		<b>9,135,000.00</b>				<b>9,165,113.37</b>	<b>(37,061.05)</b>	<b>(26,200.64)</b>	<b>2.13</b>	<b>2.13</b>	<b>1.24</b>
<b>Supra-National Agency Bond / Note</b>											
INTL BANK OF RECON AND DEV SN NOTES DTD 04/19/2016 0.875% 07/19/2018	459058FE8	375,000.00	BNP PARI		99.38	372,661.50	(1,674.75)	(1,879.09)	1.53	1.53	1.28
INTER-AMERICAN DEVELOPMENT BANK DTD 04/12/2016 1.000% 05/13/2019	458182DX7	505,000.00	HSBC		98.60	497,932.53	(5,552.47)	(5,902.28)	2.32	2.32	1.60
INTL BANK OF RECON AND DEV SN NOTE DTD 07/13/2016 0.875% 08/15/2019	459058FK4	350,000.00	BNP PARI		97.88	342,570.55	(7,355.95)	(7,366.51)	2.57	2.57	1.71
<b>Security Type Sub-Total</b>		<b>1,230,000.00</b>				<b>1,213,164.58</b>	<b>(14,583.17)</b>	<b>(15,147.88)</b>	<b>2.15</b>	<b>2.15</b>	<b>1.53</b>
<b>Federal Agency Collateralized Mortgage Obligation</b>											
FNMA SERIES 2012-M13 ASQ2 DTD 09/01/2012 1.246% 08/01/2017	3136A8G38	266,508.48	MORGANST		99.93	266,330.13	(3,058.53)	(268.67)	0.48	0.48	1.21



## Managed Account Fair Market Value & Analytics

For the Month Ending **December 31, 2016**

**CITY OF LAKEWOOD - 51260100**

Security Type/Description Dated Date/Coupon/Maturity	CUSIP	Par	Broker	Next Call Date	Market Price	Market Value	Unreal G/L On Cost	Unreal G/L Amort Cost	Effective Duration	Duration to Worst	YTM at Mkt
<b>Federal Agency Collateralized Mortgage Obligation</b>											
FNMA SERIES 2015-M7 ASQ2 DTD 04/01/2015 1.550% 04/01/2018	3136ANJY4	170,000.00	GOLDMAN		100.06	170,097.48	(1,601.91)	(479.95)	1.09	1.08	1.40
FNMA SERIES 2015-M15 ASQ2 DTD 11/01/2015 1.898% 01/01/2019	3136AQSW1	155,000.00	GOLDMAN		100.36	155,551.83	(998.15)	(356.19)	1.32	1.79	1.63
FNMA SERIES 2016-M9 ASQ2 DTD 06/01/2016 1.785% 06/01/2019	3136ASPX8	280,000.00	CSFB		100.23	280,644.81	(2,155.05)	(1,593.67)	1.31	2.21	1.63
FANNIE MAE SERIES 2015-M13 ASQ2 DTD 10/01/2015 1.646% 09/01/2019	3136AQDQ0	330,000.00	MORGANST		99.88	329,603.37	(3,701.22)	(2,554.74)	1.67	2.45	1.65
<b>Security Type Sub-Total</b>		<b>1,201,508.48</b>				<b>1,202,227.62</b>	<b>(11,514.86)</b>	<b>(5,253.22)</b>	<b>1.19</b>	<b>1.68</b>	<b>1.51</b>
<b>Federal Agency Bond / Note</b>											
FEDERAL HOME LOAN BANKS AGCY DTD 05/27/2016 0.875% 06/29/2018	3130A8BD4	675,000.00	NOMURA		99.65	672,653.03	(2,603.47)	(2,552.05)	1.48	1.48	1.11
FEDERAL HOME LOAN BANKS AGCY DTD 05/27/2016 0.875% 06/29/2018	3130A8BD4	1,130,000.00	MORGANST		99.65	1,126,070.99	(1,205.71)	(1,973.70)	1.48	1.48	1.11
FHLB NOTES DTD 07/08/2016 0.625% 08/07/2018	3130A8PK3	665,000.00	GOLDMAN		99.21	659,714.58	(2,904.72)	(3,364.82)	1.58	1.58	1.13
FHLB NOTES DTD 12/08/2016 1.250% 01/16/2019	3130AAE46	725,000.00	BAML		99.97	724,746.98	(224.02)	(224.02)	2.01	2.01	1.27
FNMA BENCHMARK NOTE DTD 02/23/2016 1.000% 02/26/2019	3135G0J53	300,000.00	BMO		99.38	298,134.90	(2,624.10)	(2,507.19)	2.11	2.11	1.29
FNMA BENCHMARK NOTE DTD 02/23/2016 1.000% 02/26/2019	3135G0J53	600,000.00	CITIGRP		99.38	596,269.80	(4,282.84)	(4,156.86)	2.11	2.11	1.29
FNMA BENCHMARK NOTE DTD 02/23/2016 1.000% 02/26/2019	3135G0J53	900,000.00	JPMCHASE		99.38	894,404.70	(3,471.30)	(4,068.42)	2.11	2.11	1.29
FREDDIE MAC NOTES DTD 03/21/2016 1.125% 04/15/2019	3137EADZ9	900,000.00	HSBC		99.60	896,357.70	(4,335.30)	(4,198.34)	2.25	2.25	1.30
FHLMC REFERENCE NOTE DTD 07/20/2016 0.875% 07/19/2019	3137EAEB1	900,000.00	TD SEC U		98.68	888,111.90	(9,710.10)	(10,031.18)	2.50	2.50	1.40
FNMA BENCHMARK NOTE DTD 08/02/2016 0.875% 08/02/2019	3135G0N33	650,000.00	GOLDMAN		98.61	640,970.85	(7,937.15)	(8,086.06)	2.54	2.54	1.42
FNMA NOTES DTD 09/02/2016 1.000% 08/28/2019	3135G0P49	800,000.00	HSBC		98.89	791,112.80	(8,407.20)	(8,446.95)	2.60	2.60	1.43



## Managed Account Fair Market Value & Analytics

For the Month Ending **December 31, 2016**

### CITY OF LAKEWOOD - 51260100

Security Type/Description Dated Date/Coupon/Maturity	CUSIP	Par	Broker	Next Call Date	Market Price	Market Value	Unreal G/L On Cost	Unreal G/L Amort Cost	Effective Duration	Duration to Worst	YTM at Mkt
<b>Federal Agency Bond / Note</b>											
FNMA NOTES DTD 09/02/2016 1.000% 08/28/2019	3135G0P49	1,200,000.00	GOLDMAN		98.89	1,186,669.20	(11,458.80)	(11,662.93)	2.60	2.60	1.43
FHLB GLOBAL NOTES DTD 09/09/2016 1.000% 09/26/2019	3130A9EP2	850,000.00	TD SEC U		98.81	839,871.40	(9,831.10)	(9,854.90)	2.68	2.68	1.45
<b>Security Type Sub-Total</b>		<b>10,295,000.00</b>				<b>10,215,088.83</b>	<b>(68,995.81)</b>	<b>(71,127.42)</b>	<b>2.17</b>	<b>2.17</b>	<b>1.31</b>
<b>Corporate Note</b>											
IBM CORP NOTES DTD 02/06/2015 1.125% 02/06/2018	459200HZ7	900,000.00	CITIGRP		99.77	897,954.30	699.30	(1,030.24)	1.08	1.08	1.33
JP MORGAN CHASE CORP NOTES (CALLABLE) DTD 03/02/2015 1.700% 03/01/2018	46623EKD0	725,000.00	NOMURA	02/01/18	99.99	724,934.03	753.28	333.87	1.10	1.14	1.71
EXXON MOBIL CORP NOTES DTD 03/06/2015 1.305% 03/06/2018	30231GAL6	750,000.00	JPMCHASE		99.98	749,822.25	(177.75)	(177.75)	1.16	1.16	1.32
AMERICAN HONDA FINANCE CORP NOTES DTD 03/13/2015 1.500% 03/13/2018	02665WAT8	335,000.00	MORGANST		99.99	334,952.43	401.33	134.41	1.18	1.18	1.51
BANK OF NEW YORK MELLON CORP (CALLABLE) DTD 05/29/2015 1.600% 05/22/2018	06406HDB2	725,000.00	GOLDMAN	04/22/18	100.04	725,305.95	371.20	337.20	1.34	1.29	1.57
BANK OF AMERICA BANK NOTES DTD 06/05/2015 1.750% 06/05/2018	06050TMC3	350,000.00	MERRILL		100.00	349,985.30	(735.70)	(407.72)	1.40	1.40	1.75
CISCO SYSTEMS INC CORP NOTE DTD 06/17/2015 1.650% 06/15/2018	17275RAU6	625,000.00	GOLDMAN		100.30	626,885.63	1,991.88	1,938.04	1.43	1.43	1.44
TOYOTA MOTOR CREDIT CORP DTD 07/13/2015 1.550% 07/13/2018	89236TCP8	375,000.00	JPMCHASE		99.98	374,906.63	225.38	71.41	1.50	1.50	1.57
AMERICAN EXPRESS CRD CRP NT (CALLABLE) DTD 07/31/2015 1.800% 07/31/2018	0258M0DV8	350,000.00	MERRILL	06/30/18	100.13	350,450.10	(904.40)	(303.24)	1.52	1.46	1.72
BERKSHIRE HATHAWAY INC GLOBAL NOTES DTD 08/15/2016 1.150% 08/15/2018	084670BX5	85,000.00	WELLSFAR		99.50	84,573.39	(416.41)	(418.32)	1.59	1.59	1.46
THE WALT DISNEY CORPORATION DTD 01/08/2016 1.650% 01/08/2019	25468PDH6	100,000.00	CITIGRP		100.10	100,096.30	230.30	187.24	1.96	1.96	1.60



## Managed Account Fair Market Value & Analytics

For the Month Ending **December 31, 2016**

### CITY OF LAKEWOOD - 51260100

Security Type/Description Dated Date/Coupon/Maturity	CUSIP	Par	Broker	Next Call Date	Market Price	Market Value	Unreal G/L On Cost	Unreal G/L Amort Cost	Effective Duration	Duration to Worst at Mkt	YTM
<b>Corporate Note</b>											
BERKSHIRE HATHAWAY INC NOTES DTD 03/15/2016 1.700% 03/15/2019	084664CG4	55,000.00	JPMCHASE		99.91	54,951.27	(6.93)	(17.80)	2.15	2.15	1.74
WELLS FARGO & COMPANY DTD 04/22/2014 2.125% 04/22/2019	94974BFU9	375,000.00	NOMURA		100.32	376,213.50	(320.25)	61.41	2.23	2.23	1.98
GOLDMAN SACHS GRP INC CORP NT (CALLABLE) DTD 04/25/2016 2.000% 04/25/2019	38141GVT8	50,000.00	GOLDMAN	03/25/19	99.60	49,801.40	(59.60)	(90.53)	2.22	2.24	2.18
GOLDMAN SACHS GRP INC CORP NT (CALLABLE) DTD 04/25/2016 2.000% 04/25/2019	38141GVT8	325,000.00	MIZUHO	03/25/19	99.60	323,709.10	(1,082.90)	(1,129.14)	2.22	2.24	2.18
CHEVRON CORP NOTES DTD 05/16/2016 1.561% 05/16/2019	166764BH2	350,000.00	WELLSFAR		99.59	348,562.55	(1,437.45)	(1,437.45)	2.32	2.32	1.74
PFIZER INC CORP NOTES DTD 06/03/2016 1.450% 06/03/2019	717081DU4	350,000.00	MORGANST		99.39	347,868.15	(1,732.85)	(1,808.35)	2.37	2.37	1.71
CITIGROUP INC CORP NOTES DTD 06/09/2016 2.050% 06/07/2019	172967KS9	145,000.00	CITIGRP		99.62	144,452.63	(471.97)	(485.69)	2.36	2.36	2.21
APPLE INC CORP NOTES DTD 08/04/2016 1.100% 08/02/2019	037833CB4	350,000.00	GOLDMAN		98.51	344,771.00	(4,879.00)	(4,926.06)	2.52	2.52	1.69
MICROSOFT CORP NOTES DTD 08/08/2016 1.100% 08/08/2019	594918BN3	230,000.00	MERRILL		98.66	226,907.19	(2,855.91)	(2,886.84)	2.54	2.54	1.63
PEPSICO, INC CORP NOTES DTD 10/06/2016 1.350% 10/04/2019	713448DJ4	130,000.00	CITIGRP		99.24	129,011.74	(968.76)	(970.26)	2.69	2.69	1.63
<b>Security Type Sub-Total</b>		<b>7,680,000.00</b>				<b>7,666,114.84</b>	<b>(11,377.21)</b>	<b>(13,025.81)</b>	<b>1.61</b>	<b>1.61</b>	<b>1.62</b>
<b>Certificate of Deposit</b>											
TORONTO DOMINION BANK NY YCD DTD 06/19/2015 1.240% 06/16/2017	89113ESN7	725,000.00	TD SEC U		100.04	725,324.08	324.08	324.08	0.46	0.46	1.14
SVENSKA HANDELSBANKEN NY FLT CERT DEPOS DTD 11/24/2015 1.375% 08/24/2017	86958DH54	725,000.00	MERRILL		100.06	725,406.00	406.00	406.00	0.25	0.65	1.29
US BANK NA CINCINNATI (CALLABLE) CD DTD 09/11/2014 1.375% 09/11/2017	90333VPF1	725,000.00	US BANK	08/11/17	100.16	726,141.15	2,308.40	1,410.60	0.72	0.61	1.11



## Managed Account Fair Market Value & Analytics

For the Month Ending **December 31, 2016**

**CITY OF LAKEWOOD - 51260100**

Security Type/Description Dated Date/Coupon/Maturity	CUSIP	Par	Broker	Next Call Date	Market Price	Market Value	Unreal G/L On Cost	Unreal G/L Amort Cost	Effective Duration	Duration to Worst at Mkt	YTM
<b>Certificate of Deposit</b>											
BANK OF NOVA SCOTIA HOUSTON YCD DTD 11/09/2015 1.560% 11/06/2017	06417GAS7	725,000.00	UBS AG		100.09	725,638.00	638.00	638.00	0.84	0.84	1.43
SKANDINAVISKA ENSKILDA BANKEN NY CD DTD 11/17/2015 1.480% 11/16/2017	83050FBG5	725,000.00	GOLDMAN		99.83	723,771.13	(1,228.87)	(1,228.87)	0.86	0.86	1.65
HSBC BANK USA NA FLOATING CERT DEPOS DTD 11/18/2015 1.496% 11/17/2017	40428AR41	725,000.00	HSBC		100.17	726,261.50	1,261.50	1,261.50	0.25	0.87	1.31
ROYAL BANK OF CANADA NY CD DTD 03/15/2016 1.700% 03/09/2018	78009NZZ2	725,000.00	RBC CAP		100.11	725,822.88	822.88	822.88	1.18	1.18	1.57
CANADIAN IMPERIAL BANK NY CD DTD 12/05/2016 1.760% 11/30/2018	13606A5Z7	725,000.00	GOLDMAN		100.81	730,850.75	6,416.25	6,395.19	1.90	1.90	1.25
NORDEA BANK FINLAND NY CD DTD 12/05/2016 1.760% 11/30/2018	65558LWA6	725,000.00	MERRILL		100.81	730,850.75	5,850.75	5,850.75	1.90	1.90	1.25
<b>Security Type Sub-Total</b>		<b>6,525,000.00</b>				<b>6,540,066.24</b>	<b>16,798.99</b>	<b>15,880.13</b>	<b>0.93</b>	<b>1.03</b>	<b>1.33</b>
<b>Managed Account Sub-Total</b>		<b>36,066,508.48</b>				<b>36,001,775.48</b>	<b>(126,733.11)</b>	<b>(114,874.84)</b>	<b>1.78</b>	<b>1.82</b>	<b>1.37</b>
<b>Securities Sub-Total</b>		<b>\$36,066,508.48</b>				<b>\$36,001,775.48</b>	<b>(\$126,733.11)</b>	<b>(\$114,874.84)</b>	<b>1.78</b>	<b>1.82</b>	<b>1.37%</b>
<b>Accrued Interest</b>						<b>\$91,295.73</b>					
<b>Total Investments</b>						<b>\$36,093,071.21</b>					





## Managed Account Security Transactions & Interest

For the Month Ending **December 31, 2016**

**CITY OF LAKEWOOD - 51260100**

Transaction Type	Trade	Settle	Security Description	CUSIP	Par	Principal Proceeds	Accrued Interest	Total	Realized G/L Cost	Realized G/L Amort Cost	Sale Method
<b>BUY</b>											
	12/01/16	12/05/16	CANADIAN IMPERIAL BANK NY CD DTD 12/05/2016 1.760% 11/30/2018	13606A5Z7	725,000.00	(724,434.50)	0.00	(724,434.50)			
	12/01/16	12/05/16	US TREASURY NOTES DTD 12/01/2014 1.500% 11/30/2019	912828G61	2,000,000.00	(2,003,125.00)	(412.09)	(2,003,537.09)			
	12/01/16	12/05/16	NORDEA BANK FINLAND NY CD DTD 12/05/2016 1.760% 11/30/2018	65558LWA6	725,000.00	(725,000.00)	0.00	(725,000.00)			
	12/07/16	12/08/16	FHLB NOTES DTD 12/08/2016 1.250% 01/16/2019	3130AAE46	725,000.00	(724,971.00)	0.00	(724,971.00)			

<b>Transaction Type Sub-Total</b>					<b>4,175,000.00</b>	<b>(4,177,530.50)</b>	<b>(412.09)</b>	<b>(4,177,942.59)</b>			
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<b>INTEREST</b>											
	12/01/16	12/25/16	FNMA SERIES 2012-M13 ASQ2 DTD 09/01/2012 1.246% 08/01/2017	3136A8G38	305,219.37	0.00	357.06	357.06			
	12/01/16	12/25/16	FNMA SERIES 2015-M15 ASQ2 DTD 11/01/2015 1.898% 01/01/2019	3136AOSW1	155,000.00	0.00	245.17	245.17			
	12/01/16	12/25/16	FANNIE MAE SERIES 2015-M13 ASQ2 DTD 10/01/2015 1.646% 09/01/2019	3136AODO0	330,000.00	0.00	452.65	452.65			
	12/01/16	12/25/16	FNMA SERIES 2016-M9 ASQ2 DTD 06/01/2016 1.785% 06/01/2019	3136ASPX8	280,000.00	0.00	416.50	416.50			
	12/01/16	12/25/16	FNMA SERIES 2015-M7 ASQ2 DTD 04/01/2015 1.550% 04/01/2018	3136ANJY4	170,000.00	0.00	219.58	219.58			
	12/03/16	12/03/16	PFIZER INC CORP NOTES DTD 06/03/2016 1.450% 06/03/2019	717081DU4	350,000.00	0.00	2,537.50	2,537.50			
	12/05/16	12/05/16	BANK OF AMERICA BANK NOTES DTD 06/05/2015 1.750% 06/05/2018	06050TMC3	350,000.00	0.00	3,062.50	3,062.50			
	12/07/16	12/07/16	CITIGROUP INC CORP NOTES DTD 06/09/2016 2.050% 06/07/2019	172967KS9	145,000.00	0.00	1,469.74	1,469.74			
	12/15/16	12/15/16	CISCO SYSTEMS INC CORP NOTE DTD 06/17/2015 1.650% 06/15/2018	17275RAU6	625,000.00	0.00	5,156.25	5,156.25			
	12/29/16	12/29/16	FEDERAL HOME LOAN BANKS AGCY DTD 05/27/2016 0.875% 06/29/2018	3130A8BD4	675,000.00	0.00	2,953.13	2,953.13			
	12/29/16	12/29/16	MONEY MARKET FUND	MONEY0002	0.00	0.00	0.55	0.55			
	12/29/16	12/29/16	FEDERAL HOME LOAN BANKS AGCY DTD 05/27/2016 0.875% 06/29/2018	3130A8BD4	1,130,000.00	0.00	4,943.75	4,943.75			



## Managed Account Security Transactions & Interest

For the Month Ending **December 31, 2016**

**CITY OF LAKEWOOD - 51260100**

Transaction Type		Security Description	CUSIP	Par	Principal Proceeds	Accrued Interest	Total	Realized G/L Cost	Realized G/L Amort Cost	Sale Method
Trade	Settle									
INTEREST										
12/31/16	12/31/16	US TREASURY NOTES DTD 12/31/2013 1.500% 12/31/2018	912828A75	1,875,000.00	0.00	14,062.50	14,062.50			
Transaction Type Sub-Total				6,390,219.37	0.00	35,876.88	35,876.88			
PAYDOWNS										
12/01/16	12/25/16	FNMA SERIES 2012-M13 ASQ2 DTD 09/01/2012 1.246% 08/01/2017	3136A8G38	38,710.89	38,710.89	0.00	38,710.89	(418.35)	0.00	
Transaction Type Sub-Total				38,710.89	38,710.89	0.00	38,710.89	(418.35)	0.00	
SELL										
12/01/16	12/05/16	FHLMC REFERENCE NOTE DTD 09/16/2016 0.875% 10/12/2018	3137EAED7	760,000.00	755,774.40	1,459.31	757,233.71	(3,898.80)	(3,933.52)	SPEC LOT
12/01/16	12/05/16	NORDEA BANK FINLAND NY CD DTD 05/29/2015 1.150% 05/26/2017	65558LFA5	725,000.00	725,148.16	162.12	725,310.28	148.16	148.16	SPEC LOT
12/01/16	12/05/16	US TREASURY NOTES DTD 04/01/2013 0.750% 03/31/2018	912828UU2	295,000.00	293,951.37	401.17	294,352.54	1,083.20	(107.37)	SPEC LOT
12/01/16	12/05/16	CANADIAN IMPERIAL BANK NY YCD DTD 04/10/2015 1.010% 04/06/2017	13606JYY9	725,000.00	724,876.75	1,200.08	726,076.83	(123.25)	(123.25)	SPEC LOT
12/01/16	12/05/16	FNMA NOTE DTD 03/04/2016 0.875% 03/28/2018	3135G0J61	900,000.00	897,876.00	1,465.63	899,341.63	(324.00)	(975.02)	SPEC LOT
12/07/16	12/08/16	US TREASURY NOTES DTD 12/02/2013 1.250% 11/30/2018	912828A34	720,000.00	722,053.13	197.80	722,250.93	590.63	1,100.09	SPEC LOT
Transaction Type Sub-Total				4,125,000.00	4,119,679.81	4,886.11	4,124,565.92	(2,524.06)	(3,890.91)	
Managed Account Sub-Total					(19,139.80)	40,350.90	21,211.10	(2,942.41)	(3,890.91)	
Total Security Transactions					(19,139.80)	40,350.90	21,211.10	(2,942.41)	(3,890.91)	

# DIVIDER SHEET

## **COUNCIL AGENDA**

April 25, 2017

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

**SUBJECT:** Authorize 5-Year Term Extension to the Agreement with R.F. Dickson for Street Sweeping Services

### **INTRODUCTION**

The City has contracted with R.F. Dickson Company for street sweeping services since July 1966. On February 28, 2012, Council authorized Amendment No. 5 to Dickson's contract which allowed for a term of five years and four months, as well as two subsequent 5-year term extensions. The 5-year 4-month initial term will expire on June 30, 2017.

### **STATEMENT OF FACT**

For over 60 years of service, R. F. Dickson Company has been an integral part of the group of Lakewood service contracts. They have maintained a reputation as an efficient, responsible service provider. R. F. Dickson has demonstrated their understanding of Lakewood's commitment to outstanding customer service and always strives to put the customer first. R.F. Dickson's ability to adapt to the changing needs of the City has become a valued asset over the years.

During the years of service to Lakewood, Dickson has worked closely with staff to change their fleet to clean air vehicles, as well as implement the City wide street sweeping posting program. They did not request any modifications to their contract to implement these changes. In addition, during difficult economic times, they have waived their contractually allowed CPI increase. For these reasons, staff recommends that Council authorize the first 5-year term extension allowed within Amendment No. 5. This extension would expire on June 30, 2022, with one final extension to June 30, 2027 eligible under Amendment No. 5 remaining.

### **RECOMMENDATION**

Staff recommends that the City Council authorize the 5 year term extension allowed in Street Sweeping Contract Amendment No. 5.

Lisa Ann Rapp   
Director of Public Works

Howard L. Chambers   
City Manager

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

# Public Hearings

## COUNCIL AGENDA

April 25, 2017

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

**SUBJECT:** Withdrawal/Rejection of Bids – Public Works Contract 2016-01  
Burns Community Center Improvements Project

### INTRODUCTION

Two bids received for the Improvements to the Existing Burns Community Center Project. All bids exceeded the architect's estimate. The low bidder has claimed a mathematical error, and requested to withdraw its bid. The second bid was substantially higher in price. At this point, the only reasonable course of action is to modify the plans and specifications and re-bid the project.

### STATEMENT OF FACT

On April 5, 2017 the City Clerk received and opened two bids for the Improvements to the Existing Burns Community Center Project. Bids were \$2,197,300 and \$3,427,750. The Architect's estimate for the work was \$1,750,000.

After the bids were opened, the lowest monetary bidder, Horizons Construction Co. Int'l, Inc, realized it had made a mathematical/clerical error that substantially affected the price and asked to withdraw its bid. Under Section 5105 of the Public Contract Code, due to the withdrawal of Horizons Construction Co. Int'l, Inc., Horizons will be ineligible to re-bid on the project.

In addition, the 2<sup>nd</sup> bid was substantially higher and in excess of the architect's estimate. Considering these problems, staff recommends that the project be re-bid. Staff is presently considering deletion of the landscape plan, as well as a parking lot drainage system. A preliminary schedule rebidding the project may consist of bid opening on June 14, 2017 and returning to Council for award of the contract on June 27, 2017.

### SUMMARY

Bids have been received on Public Works Contract 16-01. Staff recommends acceptance of withdrawal by the low bidder, rejection of the remaining bid, and re-bid of the revised project.

### RECOMMENDATION

Staff recommends that the City Council:

- (1) Accept Horizons Construction Co. Intl, Inc. request to withdraw their bid due to a clerical/mathematical error,
- (2) Reject the remaining bid received, and
- (3) Authorize staff to revise and re-bid the project.

Lisa A. Rapp   
Director of Public Works

Howard L. Chambers   
City Manager

# DIVIDER SHEET



*Legislation*

RESOLUTION NO. 2017-12

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF  
LAKEWOOD APPOINTING MEMBERS OF THE VARIOUS  
COMMISSIONS OF THE CITY OF LAKEWOOD

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

SECTION 1. The following residents of the City of Lakewood are hereby appointed members of the Community Safety Commission for a term of two years terminating with the second Council Meeting in April of 2019:

SECTION 2. The following residents of the City of Lakewood are hereby appointed members of the Planning and Environment Commission for a term of two years terminating with the second Council Meeting in April of 2019:

SECTION 3. The following residents of the City of Lakewood are hereby appointed members of the Recreation and Community Services Commission for a term of two years terminating with the second Council Meeting in April of 2019:

SECTION 4. This Resolution shall be effective on the 25th day of April, 2017. No appointment herein shall be effective until said members take the Constitutional Oath of Office.

ADOPTED AND APPROVED THIS 25TH DAY OF APRIL, 2017.

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Mayor

ATTEST:

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City Clerk

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

*Reports*

## ORGANIZATIONAL APPOINTMENTS

ORGANIZATIONS	2016-17	2017-18
California Contract Cities Association	Wood – Rep. Piazza – Alt.	_____ – Rep. _____ – Alt.
California Joint Powers Insurance Authority	Wood – Rep. Croft – Alt.	_____ – Rep. _____ – Alt.
Council of Governments Organizations		
1. Southern California Association of Governments (SCAG)		
a. Representative		
b. General Assembly (Annual Conference) <sup>2</sup>	DuBois – Rep. Piazza – Alt.	_____ – Rep. _____ – Alt.
2. Gateway Cities COG Board	DuBois – Rep. Piazza – Alt.	_____ – Rep. _____ – Alt.
Greater Los Angeles County Vector Control District <sup>3</sup>	Croft – Rep.	Croft – Rep.
Job Training Partnership Act SELACO WIB	Wood – Policy Bd	_____ – Policy Bd
League of California Cities		
1. L.A. County Division	Piazza – Rep. Rogers – Alt.	_____ – Rep. _____ – Alt.
2. L.A. County City Selection Committees <sup>4</sup>	Piazza – Rep. Rogers – Alt.	_____ – Rep. _____ – Alt.
3. Annual League Conference <sup>2</sup>	_____ – Rep. _____ – Alt.	_____ – Rep. _____ – Alt.
L.A. County Sanitation Districts 3 & 19 <sup>1</sup>	Piazza – Rep. DuBois – Alt.	Piazza – Rep. _____ – Alt.
Southeast Water Coalition	Rogers – Rep. Croft – Alt.	_____ – Rep. _____ – Alt.

1 - Representative must be the Mayor. For City Selection Committees, Mayor must designate an alternate for each meeting where required.

2 - If neither can attend, delegate may be appointed by Mayor prior to annual conference

3 – Two-year term expiring in January 2018

4 - Committees appoint City representatives to boards, commissions, and agencies specified by law (e.g., AQMD, MTA, and Library Commission). Committees meet on an “as needed” basis during League (County Division) Meetings

## COMMITTEE APPOINTMENTS

STANDING COMMITTEES	2016-17	2017-18
Intergovernmental Relations <sup>1</sup>	Piazza - Chair DuBois - Member	_____ - Chair _____ - Member
Lakewood Schools	Rogers - Chair Croft - Member	_____ - Chair _____ - Member
Environmental Management	Wood - Chair Rogers - Member	_____ - Chair _____ - Member
Public Safety <sup>2</sup>	Rogers - Chair Piazza - Member	_____ - Chair _____ - Member
Park Development	DuBois - Chair Wood - Member	_____ - Chair _____ - Member
Water Resources	Croft - Chair Piazza - Member	_____ - Chair _____ - Member
Community Promotion	Wood - Chair Piazza - Member	_____ - Chair _____ - Member
Economic Development <sup>3</sup>	Piazza - Chair Wood - Member	- Chair - Member
Hall of Fame – Board of Electors	Wood - Chair	

1 – Current Mayor and Vice Mayor (since 1999)

2 - Includes License & Permit Hearing Board

3 – Current Mayor and Previous Mayor

# DIVIDER SHEET

## **COUNCIL AGENDA**

April 25, 2017

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

**SUBJECT:** Pan Am Fiesta 2017

### **INTRODUCTION**

The city will host the annual Pan Am Fiesta at Mayfair Park beginning Thursday, May 11 and concluding on Sunday, May 14, 2017.

### **STATEMENT OF FACTS**

Lakewood's oldest community special event dates back to 1945 when Dr. Walter Montano, former Bolivian consul, and Jesse Solter, a local schoolteacher, shook hands over a backyard fence and pledged to begin a program that fostered good relations with Lakewood's Latin American neighbors. This year's Pan Am Fiesta will continue with special event elements, including amusement rides, food booths, entertainment, the Children's Cultural Booth, a shoppers circle, and a display of Pan Am history.

### **AMUSEMENT RIDES**

This year, amusement rides and carnival attractions will once again open on Thursday, May 11 with a "Family Fun Night" of carnival games and rides from 5 to 9 p.m. This popular addition returns to the Pan Am Fiesta calendar and features \$1 amusement rides and concession items for sale. The family-friendly celebration continues Friday, May 12 from 5 to 10 p.m., Saturday, May 13 from 11 a.m. to 10 p.m., and Sunday, May 14 from 11 a.m. to 9 p.m.

Advanced purchase of a promotional wristband and ride tickets will go on sale beginning Monday, May 1 at Lakewood City Hall, and May 8 at Mayfair Park. For \$30, the wristband will provide unlimited ride access on Sunday, May 14 from 11 a.m. to 8 p.m. Pre-sale ride tickets are 10 for \$25 and each ticket is good for one ride on Friday, Saturday or Sunday.

Ride tickets will be sold inside the gate throughout the weekend. The price for tickets at the venue are \$1.25 each, \$20 for 20 tickets or \$40 for 50 tickets. The number of tickets required will vary for each ride. Unlimited ride wristbands will also be on sale at the venue. Guests can purchase a wristband for \$35 to gain unlimited access to all rides on Sunday, May 14 from 11 a.m. to 8 p.m.

### **FOOD BOOTHS**

Food booths are sponsored by Lakewood community groups and offer an array of food options including kettle corn, pastrami sandwiches, tacos, and shaved ice. To augment the menu, three savory food trucks will be on-site offering smoked brisket with rice, sausages, burgers, wings



and soft serve ice cream. This year, food booths will be open Friday, May 12 from 5 to 9:30 p.m. and Saturday, May 13 from 11 a.m. to 9:30 p.m.

Concessions operated by Lakewood community groups provide Fiesta participants with an affordable and diverse menu to choose from, and support programs, activities and scholarships for Lakewood's youth.

## **ENTERTAINMENT**

Large audiences have always enjoyed Pan Am Fiesta entertainment as there are lots of opportunities for Lakewood residents to listen or dance to many kinds of music. On Friday, May 12, evening entertainment begins at 5 p.m. and will feature Kick It Up Dance Studio providing a youth dance performance. Later in the evening, Stone Soul, a very popular Motown tribute band will take the stage.

Saturday, May 13 will offer free live music and dance lessons that will keep the audience entertained. The Mayfair High School youth band and choral group will open on Saturday and immediately following, Boy Scouts of America, Troop 65, will participate in the Pan Am Fiesta Welcome and Flag Ceremony. A parade of flags from 35 countries in the Organization of American States is part of the Pan Am Fiesta's traditional opening. The ceremony represents friendship and cooperation, two terms that are symbolic of the Lakewood community. Saturday's concert lineup also includes performances by Polynesian, and Jazz dancers. The concert schedule continues with the Louie Cruz Beltran Latin Jazz band at 4:30 p.m. and Knyght Ryder will close out the night from 7 to 9:30 p.m. This high energy band has been a crowd favorite at many Summer Concerts in the Park.

Residents are encouraged to enjoy the weekend entertainment, dancing, and a picnic in the park.

## **CHILDREN'S CULTURAL BOOTH**

Children, ages 12 and under, are invited to participate in free craft and cooking activities in the Children's Cultural Booth. The activities in the Cultural Booth feature activities unique to many Pan American countries and provide a hands-on experience for all the young people who participate. The Children's Cultural Booth is located just south the basketball courts at Mayfair Park and operates from 11 a.m. to 5 p.m. on Saturday.

## **CRAFT AND COMMUNITY DISPLAY BOOTHS**

On Saturday May 12, from 11 a.m. to 9 p.m., over 50 arts and crafts vendors will bring their wares to the Pan Am Fiesta. Jewelry, clothing, floral décor, and wall art are among the many items for sale by vendors. Fiesta participants can also learn more about the history and the traditions of the Pan Am Fiesta by visiting the Pan American Festival History Display located in the Activity Room at Mayfair Park. The display is coordinated by the Lakewood Pan American Association and features iconic photos, newspaper references and historical letters which collectively communicate Lakewood's long history in celebrating Pan American friendship.

## **SHUTTLE**

To reduce the stress of finding a parking space around the vicinity of Mayfair Park, a free shuttle will run from City Hall to Mayfair Park every 15 minutes beginning at 10 a.m. and ending at 9:30 p.m. on Saturday. Fiesta participants can park in the east parking lot of City Hall and get shuttle service to the main Pan Am Fiesta entrance on Clark Avenue.

## **SECURITY**

The Los Angeles County Sheriff's Department provides uniformed security on foot within the amusement ride area, and the community booth area. Their highly visible presence maintains order throughout the four-day event. In addition, deputies provide assistance in locating lost children and directing Pan Am Fiesta participants to telephones, first aid, and information areas.

## **SUMMARY**

The Pan Am Fiesta continues to be the only community-based celebration of Pan-American ideals in the nation. The Recreation and Community Services Department is proud to continue the tradition of offering this event to the Lakewood community.

Lisa Litzinger, Director   
Recreation and Community Services

Howard L. Chambers   
City Manager

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

## **COUNCIL AGENDA**

April 25, 2017

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

**SUBJECT:** EDCO Agreement Amendment –Automated Green Waste Collection

### **INTRODUCTION**

The City has contracted with EDCO Waste Services (EDCO) and the original company, BZ Disposal Services (BZ), for municipal trash collection since the early 1950's. The agreement with BZ was renewed in February 2002, and assigned to EDCO in 2003 when EDCO purchased BZ. In April, 2009, the City Council approved a contract with EDCO that allowed for the implementation of automated curbside recycling and refuse collection, and separated manual green waste collection. EDCO has now proposed to implement automated green waste collection.

### **STATEMENT OF FACT**

In 2009, EDCO and the City began implementation a two cart automated collection system for refuse and separated recyclable materials. Separated green waste was maintained as a manual operation, for which the residents of Lakewood continued to furnish their own barrels.

Over the past seven years, Lakewood residents have become very accustomed to using the EDCO furnished rolling carts for their refuse and recyclables. EDCO has received a number requests and inquiries about moving to carts for green waste collection over the years, and some residents have actually purchased their own large carts to use for green waste which presents a problem for EDCO, as the carts far too heavy to be lifted manually by the operator. In addition, EDCO believes that automated operation is less labor intensive, their workers comp liability would be reduced by eliminated this manual operation, as well as providing a cleaner operation on collection day. Finally, EDCO is facing replacement of several of the trucks in their fleet, so this would be the time to replace the manual collection trucks with automated trucks.


Each residence will be furnished with up to three 95 gallon green waste carts at no additional cost. The 95 gallon cart is equivalent to 3 standard rigid trash cans. The operator would also still collect bundled green waste by first emptying the green waste cart and then placing the bundles into the empty cart for automated disposal. A fourth cart could be available for an additional nominal charge. As with the first cart implementation, two smaller sizes of carts – 65 and 35 gallon sizes – would be available for special circumstances such as narrow gates or space concerns. And EDCO will continue to provide special help for those residents who are physically disabled.

If Council were to approve the proposed change in service, then EDCO and the City staff would work together on a public information campaign prior to the delivery of the new carts. Carts should be rolling out in approximately August 2017, and it should take about four weeks to deliver all of the carts. EDCO will also collect any barrels that the residents no longer need. Finally EDCO has proposed this automated green waste service at no additional cost under their contract, and has proposed to waive their contractual CPI increase for the FY 17-18 fiscal year, if they are permitted to implement this proposal.

### **RECOMMENDATION**

Staff recommends that the City Council approve the 2017 Amendment to the 2009 Agreement for Solid Waste Collection and Disposal with EDCO Waste Services, LLC, and authorize the Mayor to sign the agreement in a form approved by the City Attorney.

Lisa Ann Rapp   
Director of Public Works

Howard L. Chambers   
City Manager

2017 AMENDMENT OF 2009 AGREEMENT FOR  
SOLID WASTE COLLECTION AND DISPOSAL  
BETWEEN THE CITY OF LAKEWOOD AND  
EDCO WASTE SERVICES, LLC

The Agreement dated April 28, 2009, is hereby amended as follows:

2. **DEFINITIONS AND TERMS**

**W. RESIDENTIAL CART SERVICE** shall mean the removal of refuse from residential areas of the City (both single family dwellings and some multi-family dwellings) where cart type containers are used. Cart type containers are defined in Section 5301 of the Code and shall mean a commercially-manufactured refuse container made of recycled content materials, of at least 35 gallon capacity, but not to exceed 95 gallons capacity and equipped with a hinged, insect-proof, tight-fitting lid or cover provided by CONTRACTOR. ~~For the manual collection of greenwaste, the residential user's commercially-manufactured refuse containers made of galvanized metal, heavy-duty plastic, or pressed fiberboard, of at least 20 gallon capacity, but not to exceed 40 gallon capacity and equipped with a removable insect-proof, tight-fitting lid or cover shall be used.~~

3. **SCOPE OF SERVICES**

**B. CONTRACTOR'S Regular Operations**

(3) CONTRACTOR shall furnish to each single-family Residential User one 95 gallon trash cart, one 95 gallon greenwaste cart, and one 65 gallon recycling cart. Upon request of the Residential User, CONTRACTOR shall furnish additional 65 gallon recycling carts, or exchange the 65 or 95 gallon carts for the equivalent capacity in smaller carts, including 35 gallon carts at no additional charge. Upon request, the CONTRACTOR shall furnish up to two additional 95 gallon or equivalent capacity greenwaste carts at no additional charge. The carts will remain the property of the CONTRACTOR. The CITY shall not be responsible for the replacement of any lost, damaged or stolen carts. Upon request of the Residential User, CONTRACTOR shall furnish additional trash carts or greenwaste carts for the fee as set forth in Appendix B.

(5) CONTRACTOR shall collect source separated greenwaste from Single-family Residential Users in containers provided by the ~~Resident~~ CONTRACTOR. Materials to be collected include yard trimmings, leaves, grass, branches under 4 inches in diameter, and other materials as designated by the Director of Public Works.

**F. Refuse To Be Removed**

(1) Amount of Refuse. CONTRACTOR shall remove refuse, recyclables, and greenwaste generated on each Residential User's property and presented for collection by each Residential User, at locations as hereafter set forth, in at least such amounts as defined in Section 5332 of the Code, except as herein provided. Trash, greenwaste, and recyclables are to be placed separately in the designated carts provided by the CONTRACTOR, ~~and greenwaste is to be placed in the Residential User's own approved containers.~~ Contractor shall collect an unlimited amount of recyclable material placed in CONTRACTOR provided carts ~~and greenwaste placed in resident provided containers~~, and up to 95 gallons of equivalent capacity of trash and 285 gallons of equivalent capacity of greenwaste placed in CONTRACTOR provided carts. Contractor shall

collect additional trash and greenwaste in CONTRACTOR provided carts upon request by the Residential User at the monthly fee set forth in Appendix B.

## **5. TRUCKS AND EQUIPMENT**

### **F. Automated Recycling and Trash Carts**

CONTRACTOR shall furnish and maintain sufficient quantity of automated recycling, greenwaste, and trash carts for all Lakewood Residential Users. The standard sizes shall be 65 gallons for the automated recycling cart and 95 gallons for the automated trash and greenwaste carts. CONTRACTOR shall also furnish and maintain a stock of 35 and 65 gallon recycling, greenwaste, and trash carts to provide for the needs of Residential Users as described in Section 3. B. (3) of this agreement. All carts shall be stamped with the City of Lakewood logo, in addition to the CONTRACTOR'S logo and identification information. Cart specifications shall be approved by the Director of Public Works prior to placement of the initial order. In the event that CONTRACTOR places subsequent orders for replacement carts, the CONTRACTOR shall endeavor to order the same carts, or closest possible replacement to maintain a uniform appearance. Deviations from the originally approved specification shall be submitted to the Director of Public Works for approval prior to order placement.

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

Dated the 25th day of April, 2017.

SERVICE PROVIDER

CITY OF LAKEWOOD

\_\_\_\_\_  
Edward Burr  
EDCO WASTE SERVICES, LLC

\_\_\_\_\_  
Mayor

ATTEST

\_\_\_\_\_  
Jo Mayberry, City Clerk

APPROVED AS TO FORM:

\_\_\_\_\_  
Steve Skolnik, City Attorney