



CITY OF LAWNDALE

14717 Burin Avenue, Lawndale, California 90260
Phone (310) 973-3200 – www.lawndalecity.org

AGENDA LAWNDALE CITY COUNCIL REGULAR MEETING Monday, November 16, 2020 - 6:30 p.m. Lawndale City Hall Council Chamber 14717 Burin Avenue

*** COVID-19 NOTICE ***

Consistent with Executive Orders from the Executive Department of the State of California and the Los Angeles County Health Official's "Safer at Home" Order, this City Council meeting will not be physically open to the public as City Councilmembers will be teleconferencing into the meeting via Webex Communications.

How to observe the Meeting:

To maximize public safety while still maintaining transparency and public access, members of the public can observe the meeting on [YouTube "Lawndale CityTV"](#), the [City Website](#), or Lawndale Community Cable Television on Spectrum & Frontier Channel 3.

How to submit Public Comment:

Members of the public may provide public comment by sending comments to the Clerk by email at cityclerk@lawndalecity.org. Please submit your written comments as early as possible, preferably prior to the start of the meeting or if you are unable to email, please call the City Clerk's Office at (310) 973-3213 by 5:30 p.m. on the date of the meeting. Email comments must identify the Agenda Item Number in the subject line of the email. The public comment period will close once the public comment time for the agenda item has concluded. The comments will be entered into the record and provided to the Council. All comments should be a maximum of 500 words, which corresponds to approximately 3 minutes of speaking time. Please see the [Temporary eComment Policy for Public Meetings](#).

Copies of this Agenda packet may be obtained prior to the meeting outside of the Lawndale City Hall foyer or on the [City Website](#). Interested parties may contact the City Clerk Department at (310) 973-3213 for clarification regarding individual agenda items.

This Agenda is subject to revision up to 72 hours before the meeting.

- A. **CALL TO ORDER AND ROLL CALL**
- B. **CEREMONIALS** (Flag Salute and Inspiration)
- C. **PRESENTATION**
 - 1. **Introduction of Los Angeles County 2nd District Supervisor–elect, Holly J. Mitchell**
- D. **PUBLIC SAFETY REPORT**
- E. **ORAL COMMUNICATIONS - ITEMS NOT ON THE AGENDA** (Public Comments)
- F. **COMMENTS FROM COUNCIL**

G. CONSENT CALENDAR

Items 2 through 6, will be considered and acted upon under one motion unless a City Councilmember removes individual items for further City Council consideration or explanation.

2. General Municipal Election 2020- Unofficial Results

Recommendation: that the City Council receive and file the report.

3. First Contract Amendment to the South Bay Landscaping Agreement

Recommendation: that the City Council approve the First Amendment to the Contract Services Agreement with South Bay Landscaping Inc. for an additional amount of \$19,000 for the remaining term of the agreement beginning December 1, 2020 through June 30, 2022.

4. Update of Community Center Flooding Repair Project and request to Terminate Emergency Conditions Consistent with California Public Contract Code Section 22050

Recommendation: that the City Council adopt Resolution No. CC-2011-063, terminating the emergency condition established on October 5, 2020, and subsequently extended on October 19, 2020 and November 2, 2020.

5. Accounts Payable Register

Recommendation: that the City Council adopt Resolution No. CC-2011-062, authorizing the payment of certain claims and demands in the amount of \$638,093.78.

6. Minutes of the Lawndale City Council Regular Meeting – November 2, 2020

Recommendation: that the City Council approve.

H. ADMINISTRATION

7. Budget Update for the Quarter Ended September 30, 2020

Recommendation: that the City Council receive and file the Quarterly Budget Report as of September 30, 2020 and approve all recommended budget adjustments.

8. Authorization to Protest a Proposed Rate Increase Request file by Golden State Water Company

Recommendation: that the City Council (a) authorize the protest of Golden State's Application No. A2007012 and (b) authorize the Mayor to sign the protest letter.

9. City Attorney Selection Process

Recommendation: that the City Council review the City Attorney selection process and provide direction to staff as appropriate.

I. CITY MANAGER'S REPORT

J. ITEMS FROM CITY COUNCILMEMBERS

10. Mayor/City Councilmembers Report of Attendance at Meetings and/or Events

K. ADJOURNMENT

The next regularly scheduled meeting of the City Council will be held at 6:30 p.m. on Monday, December 7, 2020 in the Lawndale City Hall council chamber, 14717 Burin Avenue, Lawndale, California.

It is the intention of the City of Lawndale to comply with the Americans with Disabilities Act (ADA) in all respects. If, as an attendee or a participant at this meeting, you will need special assistance beyond what is normally provided, we will attempt to accommodate you in every reasonable manner. Please contact the City Clerk Department (310) 973-3213 prior to the meeting to inform us of your particular needs and to determine if accommodation is feasible. Please advise us at that time if you will need accommodations to attend or participate in meetings on a regular basis.

I hereby certify under penalty of perjury under the laws of the State of California that the Agenda for the regular meeting of the City Council to be held on November 16, 2020 was posted not less than 72 hours prior to the meeting.

Matthew Ceballos, Assistant City Clerk



CITY OF LAWDALE
14717 BURIN AVENUE, LAWDALE, CALIFORNIA 90260
PHONE (310) 973-3200 ♦ www.lawndalecity.org

DATE: November 16, 2020
TO: Honorable Mayor and City Council
FROM: Matthew R. Ceballos, Assistant City Clerk *m*
SUBJECT: Presentation from Holly J. Mitchell- Los Angeles County Supervisor

Public documentation was forwarded to the City Clerk Department for the item and is attached.

Holly is one of the most effective representatives for Los Angeles, having worked to pass nearly 70 bills in the legislature to protect and advance California's values. Her work in Sacramento provides real solutions for the nearly one million Angelenos she serves and has been recognized by many, including the Los Angeles Times, who has called Holly "the legislature's moral compass."

Some of Holly's proudest accomplishments include the #EqualityandJustice package of criminal justice reform bills, transitional housing placement for foster youth to help prevent youth homelessness and extended access to mental health care services for our most vulnerable residents.

As chair of the Senate Budget and Fiscal Review committee, Holly has overseen the passage and adoption of the last two state budgets, each nearly \$200 Billion. Holly fought to ensure funding was directed to those who needed it most, including: elementary and college students, health-care systems, childcare services and long-neglected programs to assist infants, the elderly and working families.

Where there is injustice Holly speaks up and fights. She does not stay on the sidelines when atrocities demand action. That's why in response to the #MeToo movement she became the vice chair of the new Joint Legislative Subcommittee on Sexual Harassment Prevention and Response.

Holly is proud to be a mother, a third generation Angeleno and to have amassed three decades of experience working with communities and leaders in Los Angeles to remove barriers so that all of its residents can thrive.

She understands that we are facing a pivotal time in our nation's history that calls for Los Angeles and California to lead by example and to stand up for our nation's moral compass. As Supervisor, Holly will meet this demand by fighting for the diverse values and people of Los Angeles County.



CITY OF LAWDALE

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DATE: November 16, 2020
TO: Honorable Mayor and City Council
FROM: Kevin M. Chun, City Manager *[Signature]*
PREPARED BY: Matthew Ceballos, Assistant City Clerk *[Signature]*
SUBJECT: **General Municipal Election 2020 – Unofficial Results**

BACKGROUND

On November 3, 2020, the City of Lawndale General Municipal Election was conducted by the Los Angeles County Registrar-Recorder and County Clerk’s Office for the purpose of electing a Mayor and two members of the City Council.

The Vote by Mail (VBM) period started on October 5, 2020, every registered voter in L.A. County received a vote by mail ballot. A vote by mail drop box was located at the entrance of Hogan Park. The two vote centers in the City were available for early voting, 11 days prior to Election Day at the Alondra Park Vote Center and 5 days prior to Election Day at Jane Adams Middle School Vote Center.

As of November 4, 2020, the City of Lawndale had 16,048 Registered Voters.

STAFF REVIEW

As of November 10, 2020 the unofficial results are as follows:

Mayor, Vote for One

Robert Pullen-Miles	9,331	100.00%
Write-Ins*	255	
Total Ballots Cast	11,538	

City Council Member, Vote for Two

Rhonda Hofmann Gorman	5,669	39.28%
Sirley Cuevas	5,630	39.01%
Dan Reid	3,134	21.71%
Write-Ins*	80	
Total Ballots Cast	11,538	

*No Certified “Write-In” Candidate

City Council Meeting- November 16, 2020
General Municipal Election 2020 – Unofficial Results

As of November 10, 2020, the Los Angeles County Registrar-Recorder/County Clerk still has a few hundred VBM ballots that have not been counted. These ballots consist of postmarked ballots acceptable through Election Day +17 (Fri, 11/20), cured (signature issues) ballots acceptable through Election Day +25 (Sat, 11/28), and ballots being sorted from the 400+ VBM drop boxes for this election.

On November 30, 2020, the Los Angeles County Registrar-Recorder/County Clerk is tentatively scheduled to certify the election results. On December 1, 2020, the Los Angeles County Board of Supervisors are tentatively scheduled to declare the election officially concluded.

The official election results will be brought forth at the December 7, 2020 City Council meeting.

LEGAL REVIEW

None.

FISCAL IMPACT

None.

RECOMMENDATION

Staff recommends that the City Council receive and file this report.



CITY OF LAWNDALE

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DATE: November 16, 2020

TO: Honorable Mayor and City Council

FROM: Kevin M. Chun, City Manager 

PREPARED BY: Lea Reis, Interim Public Works Director
Grace Huizar, Administrative Analyst

SUBJECT: **First Amendment - Landscape Maintenance Services Agreement**

BACKGROUND

The Inglewood Avenue Rehabilitation Project, Phase III, included adding a landscaped median to the Inglewood Avenue corridor from Rosecrans Avenue on the north to Marine Avenue to the south. Since the substantial completion of the rehabilitation project, the subcontractor, Marina Landscaping has been maintaining the medians as part of the construction contract. Now that the maintenance period is complete, the City will take over maintenance of the median landscaping.

South Bay Landscaping, Inc. has been providing landscape maintenance services since 2014 for the City of Lawndale. The company has worked with City staff consistently over the past six years and has developed a thorough understanding of the requirements necessary to maintain the landscaping needs in Lawndale. As part of their contract, any added areas of maintenance should be addressed with a contract amendment.

STAFF REVIEW

City Public Works staff have walked the Inglewood Avenue job to observe the landscaping as it was maintained by Marina Landscaping, and accepted the plant establishment. The median plants look healthy, and the median is clean. In order to transition the maintenance seamlessly and retain the plant and median health and appearance, South Bay Landscaping, Inc. is proposed to begin their services as the project closes out at the end of November.

Staff recommends that the landscape maintenance services for the median be added to the current maintenance contract with South Bay Landscaping. A cost estimate was provided by South Bay Landscaping for a monthly cost of \$1,000. This will include weekly landscape and hardscape maintenance with trash and litter control.

Staff recommends that City Council approve the First Amendment to the landscaping maintenance contract and authorize the addition of the median on Inglewood Avenue beginning December 1, 2020 through June 30, 2022 for a total of \$19,000 and will remain at this annual cost throughout the term of the agreement through June 30, 2022 for a total contract amount of \$694,900.

City Council Meeting – November 16, 2020
First Amendment to Landscape Maintenance Services Agreement

LEGAL REVIEW

The City Attorney has reviewed the First Amendment and approved as to form.

FISCAL IMPACT

In the FY 2020-21 budget, there is sufficient funding available in Grounds Contract Services, account number 100-320-530.100. Future funding will be budgeted per the City's budget development process.

RECOMMENDATION

Staff recommends that the City Council approve the First Amendment to the Contract Services Agreement with South Bay Landscaping Inc. for an additional amount of \$19,000 for the remaining term of the agreement beginning December 1, 2020 through June 30, 2022.

Attachments: First Amendment to Landscape Maintenance Services Agreement

**FIRST AMENDMENT TO CONTRACT SERVICES AGREEMENT
FOR LANDSCAPE MAINTENANCE SERVICES**

This FIRST AMENDMENT TO CONTRACT SERVICES AGREEMENT (the "First Amendment") is made and entered into this 16th day of November, 2020, by and between the CITY OF LAWNDALE, a municipal corporation (herein "City") and South Bay Landscaping Inc., a California Corporation (herein "Consultant").

RECITALS

WHEREAS, City and Contractor entered into that certain Agreement entitled "Contract Services Agreement for Landscaping Maintenance Services" (the "Agreement") on or about June 17, 2019; and

WHEREAS, it is the desire of the City and the Consultant to amend the Agreement to add additional services, as set forth in this First Amendment, effective as of December 1, 2020.

AGREEMENT

NOW, THEREFORE, it is hereby agreed that the Agreement is amended in the following particulars only:

SECTION 1. Section 1.1 of the Agreement entitled "Scope of Services", and Exhibit "A" to this Agreement are amended to add the services set forth in "Exhibit A-1", the "First Supplemental Scope of Services" attached to this First Amendment, which exhibit is incorporated herein by this reference as if set forth in full. All references to Exhibit "A" in the Agreement as of December 1, 2020 shall mean and refer to both Exhibit "A" and Exhibit "A-1".

SECTION 2. Section 2.1 of the Agreement, entitled "Contract Sum", is amended to increase the maximum Contract Sum by Nineteen Thousand Dollars (\$19,000.00) to Six Hundred Ninety-Four Thousand Nine Hundred Dollars (\$694,900.00) as set forth on the "First Supplemental Schedule of Compensation" attached hereto as "Exhibit C-1", which exhibit is incorporated herein by this reference as if set forth in full. All references to Exhibit "C" in the Agreement as of December 1, 2020 shall mean and refer to both Exhibit "C" and Exhibit "C-1".

SECTION 3. The Agreement is also amended to revise a portion of the Technical Provisions as set forth on the "First Supplemental Technical Provisions – Service Level Standards" attached as "Exhibit E-1" to this First Amendment, which exhibit is incorporated herein by this reference as if set forth in full. As of December 1, 2020, all references to Exhibit "E" in the Agreement shall mean and refer to both Exhibit "E" and Exhibit "E-1".

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SECTION 4. Except as expressly provided for in this First Amendment all other provisions of the Agreement shall remain in full force and effect.

IN WITNESS WHEREOF, the parties have executed and entered into this First Amendment as of the date first written above.

CITY:
City of Lawndale, a general law corporation

By: _____
Robert Pullen-Miles, Mayor

ATTEST:

City Clerk

APPROVED AS TO FORM:
Aleshire & Wynder, LLP

Tiffany J. Israel, City Attorney

CONSULTANT:
South Bay Landscaping Inc.
a California corporation

By: _____
Oscar Plascencia
President and Treasurer

Address: 3431 W. Imperial Hwy
Inglewood, CA 90303
Tel (310) 644-8853
southbaylandscaping@yahoo.com

EXHIBIT "A-1"

FIRST SUPPLEMENTAL SCOPE OF SERVICES

Effective December 1, 2020, the "Scope of Services" is supplemented to add the maintenance of the newly constructed center median on Inglewood Avenue from Marine Avenue to Rosecrans Avenue to the list of "Medians & Parkways" to be maintained.

Moreover, the second paragraph on page two of the Scope of Services is revised to add the new last sentence as shown in **bold** and *italics* below:

*"Contractor shall perform all work necessary to complete the contract in a manner acceptable to the City. The areas to be maintained shall include but are not limited to: turf areas, irrigation systems, planter areas, trees, shrubs, play equipment, park furniture, drinking fountains, barbecues, sand play areas, drain lines, sidewalks, ball fields, driveways/aprons, ditches, catch basins, gutters, curb drains, exterior lighting, park accessories, trash containers, restroom stocking and maintenance, and all other area(s) listed in Appendix 1 -"Facilities Descriptions". **As of December 1, 2020, Appendix 1 is updated as set forth on the "First Supplemental Facilities Descriptions" attached as "Appendix 1-1" to this First Amendment, which exhibit is incorporated herein by this reference as if set forth in full and all references to Appendix 1 in the Agreement shall mean and refer to both Appendix 1 and Appendix 1-1.**"*

EXHIBIT "C-1"

FIRST SUPPLEMENTAL SCHEDULE OF COMPENSATION

Consultant shall perform the services as described on Exhibit "A-1" for the additional service charge of \$1,000.00 per month commencing December 1, 2020.

EXHIBIT "E-1"

FIRST SUPPLEMENTAL TECHNICAL PROVISIONS – SERVICE LEVEL STANDARDS

Section 7, Medians, is revised to add the language shown in **bold** and *italics* below:

“(a) General Maintenance – All maintenance activities and functions specified above for turf, trees, shrubs, ground cover and irrigation shall apply to median maintenance.

(b) Litter Pick-Up – High visibility areas (Hawthorne Blvd, Manhattan Beach Blvd, ***and Inglewood Avenue***) shall be inspected for litter pick-up twice daily. Typically, litter pick-up activities shall be scheduled to occur at the beginning and end of each workday (7 days per week).”

APPENDIX 1-1

FIRST SUPPLEMENTAL FACILITIES DESCRIPTIONS

As of December 1, 2020, items 7 and 8 of the list of Non-Park Facilities is hereby amended to read, in its entirety, as follows (deletions marked in ~~strike through~~, additions in ***bold and italics***):

“7 & 8) BOULEVARD MEDIANS & PARKWAYS – Hawthorne & Manhattan Beach Boulevards ***and Inglewood Avenue*** - These areas include Hawthorne Boulevard from Rosecrans Avenue to Redondo Beach Boulevard, ~~and~~ Manhattan Beach Boulevard between Inglewood Avenue and Prairie Avenue, ***and Inglewood Avenue from Marine Avenue to Rosecrans Avenue***. Includes several landscaped medians with trees, shrubs, walk, and concrete medians.”



CITY OF LAWDALE

14717 BURIN AVENUE, LAWDALE, CALIFORNIA 90260
PHONE (310) 973-3200 ♦ www.lawndalecity.org

DATE: November 16, 2020

TO: Honorable Mayor and City Council

FROM: Kevin M. Chun, City Manager *KM*

PREPARED BY: Mike Estes, Director of Community Services *ME*
Marla L. Pendleton, CPA, Director of Finance/City Treasurer *Jonathan Orozco for Marla L. Pendleton*

SUBJECT: **An Update of Community Center Flooding Repair Project and Request to Terminate Emergency Conditions Consistent with California Public Contract Code Section 22050**

BACKGROUND

The purpose of this report is to provide an update as it relates to the repairs being completed at the Harold E. Hofmann Community Center as a result of the flood that took place on Monday, September 28, 2020.

STAFF REVIEW

At its regularly scheduled meeting on Monday, October 5, 2020, the City Council approved Resolution No. CC-2010-056, declaring “emergency conditions remain and approving the work necessary to complete repairs to the Harold E. Hofmann Community Center without notice for bids pursuant to California Contract Code Sections 1102, 20168 and 22050.” Subsequently, on October 19, 2020, the City Council approved the continuation of said emergency conditions with the approval of Resolution No. CC-2010-058. Furthermore, on November 2, 2020, the City Council approved the continuation of said emergency conditions with the approval of Resolution No. CC-2011-060.

Repair Progress:

On Tuesday, November 3, 2020, ATI Disaster Recovery Services (ATI) began repair work at the Community Center third floor. Work completed included installation of new drywall, taping the seams and covering the repaired areas with joint compound.

On Wednesday, November 4, 2020, the damaged areas at the third floor south hallway and janitor’s closet were sanded to make the affected areas smooth and seamless. In addition, a matching first coat paint was applied to the south hallway areas. At the time of this writing, repair work at the third floor janitor’s closet continues with taping the seams and applying joint compound to the areas in the closet being repaired.

City Council Meeting – November 16, 2020
An Update of Community Center Flood Repair Project and Request to
Terminate Emergency Conditions Consistent with California Public
Contract Code Section 22050

Once the closet is sanded and painted with two coats of matching paint, a second coat of paint is applied to the third floor hallway areas and baseboard in all affected areas have been replaced, work at the third floor will be completed.

As well, on Wednesday, November 4, 2020, repair work at the Community Center second floor began with the installation of drywall, taping the seams and applying joint compound.

Remaining repair items yet to be completed at the second floor include: 1) sanding the areas at which joint compound has been applied; 2) repairing two wooden ceiling panels; 3) applying two coats of matching paint; and 4) replacement of baseboard at all affected areas. Once these second floor repair items have been finished, the project will be completed.

In staff's conversations with representatives of ATI, it is projected that the project will be fully completed no later than Thursday, November 12, 2020. No work was performed on Wednesday, November 11, 2020, due to the Veterans Day holiday.

LEGAL REVIEW

The City Attorney has reviewed and approved the attached resolution as to form.

FISCAL IMPACT

Insurance is anticipated to cover all remediation and reconstruction costs above the \$10,000 deductible, which the City anticipated reimbursement from Measure A – Maintenance and Servicing funds (281-510-580.220).

RECOMMENDATION

Staff recommends that the City Council approve Resolution No. CC-2011-063 terminating the emergency condition established on October 5, 2020, and subsequently extended on October 19, 2020 and November 2, 2020.

Attachments: Resolution No. CC-2011-063

RESOLUTION NO. CC-2011-063

**A RESOLUTION OF THE CITY COUNCIL
OF THE CITY OF LAWNSDALE, CALIFORNIA
DECLARING THAT THE EMERGENCY CONDITIONS
WHICH REQUIRED REPAIRS TO THE
LAWNSDALE COMMUNITY CENTER WITHOUT BIDDING PURSUANT TO
CALIFORNIA PUBLIC CONTRACT CODE SECTION 22050
HAVE ENDED**

WHEREAS, at the regular council meeting of the City Council of the City of Lawnsdale conducted on Monday, October 5, 2020, the City Council adopted Resolution No. CC-2010-056 to grant the City Manager and City Engineer the authority to undertake emergency repairs to the Lawnsdale Community Center without notice for bids pursuant to California Public Contract Code Sections 1102, 20168, and 22050 at the Lawnsdale Community Center; and

WHEREAS, at the regular meeting of the City Council of the City of Lawnsdale conducted on Monday, October 19, 2020, the City Council adopted Resolution No. CC-2010-058 finding that the emergency conditions requiring repair work without bidding remain; approving the work necessary to make repairs to the Lawnsdale Community Center without notice for bids pursuant to California Public Contract Code Sections 1102, 20168, and 22050; and

WHEREAS, at the regular meeting of the City Council of the City of Lawnsdale conducted on Monday, November 2, 2020, the City Council adopted Resolution No. CC-2011-060 finding that the emergency conditions requiring repair work without bidding remain; approving the work necessary to make repairs to the Lawnsdale Community Center without notice for bids pursuant to California Public Contract Code Sections 1102, 20168, and 22050; and appropriating from general fund reserves the amount of \$10,000 to cover the cost of the insurance deductible; and

WHEREAS, as of November 12, 2020, the emergency repair work is complete and operations have resumed at Lawnsdale Community Center such that emergency conditions at the Community Center have ended.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF LAWNSDALE, CALIFORNIA, DOES HEREBY RESOLVE AS FOLLOWS:

SECTION 1. The recitals above are true and correct and hereby incorporated by reference as if fully set forth herein.

SECTION 2. That the emergency conditions caused by flood damage requiring immediate repair work at the Community Center have ceased to be present such that the emergency can properly be terminated.

SECTION 3. The City Clerk shall certify to the adoption of this resolution.

PASSED, APPROVED, AND ADOPTED this 16th day of November, 2020.

Robert Pullen-Miles, Mayor

ATTEST:

State of California)
County of Los Angeles) SS
City of Lawndale)

I, Rhonda Hofmann Gorman, City Clerk of the City of Lawndale, California, do hereby certify that the City Council of the City of Lawndale duly approved and adopted the foregoing Resolution No. CC-2011-063 at a regular meeting of said Council held on the 16th day of November, 2020, by the following roll call vote:

Name	Voting		Present, Not Voting		Absent
	Aye	No	Abstain	Not Participating	
Robert Pullen-Miles, Mayor					
Bernadette Suarez, Mayor Pro Tem					
Pat Kearney					
Daniel Reid					
James H. Osborne					

Rhonda Hofmann Gorman, City Clerk

APPROVED AS TO FORM:

Tiffany J. Israel, City Attorney

RESOLUTION NO. CC-2011-062

**A RESOLUTION OF THE CITY COUNCIL
OF THE CITY OF LAWDALE, CALIFORNIA
AUTHORIZING CERTAIN CLAIMS AND DEMANDS
IN THE SUM OF \$638,093.78**

THE CITY COUNCIL OF THE CITY OF LAWDALE, CALIFORNIA, DOES HEREBY RESOLVE, DETERMINE AND ORDER AS FOLLOWS:

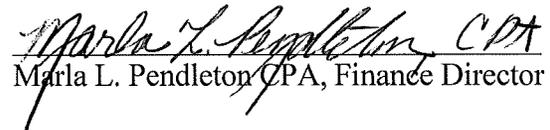
SECTION 1. That in accordance with Sections 37202 and 37209 of the Government Code, the Finance Director, as certified below, hereby attests to the accuracy of these demands and to the availability of funds for the payment thereof.

SECTION 2. That the following claims and demands have been audited as required by law, and that appropriations for these claims and demands are included in the annual budget as approved by the City Council.

SECTION 3. That the claims and demands paid by check numbers 200426 through 200480 for the aggregate total of \$638,093.78 are hereby authorized.

Effective Date: November 16th, 2020

Certified by:


Marla L. Pendleton CPA, Finance Director

PASSED, APPROVED AND ADOPTED this 16th day of November, 2020.

Robert Pullen-Miles, Mayor

ATTEST:

State of California)
County of Los Angeles) SS
City of Lawndale)

I, Rhonda Hofmann Gorman, City Clerk of the City of Lawndale, California, do hereby certify that the City Council of the City of Lawndale duly approved and adopted the foregoing Resolution No. CC-2011-062 at a regular meeting of said Council held on the 16th day of November, 2020, by the following roll call vote:

Name	Voting		Present, Not Voting		Absent
	Aye	No	Abstain	Not Participating	
Robert Pullen-Miles, Mayor					
Bernadette Suarez, Mayor Pro Tem					
Pat Kearney					
Daniel Reid					
James H. Osborne					

Rhonda Hofmann Gorman, City Clerk

City of Lawndale
Summary of Audited Claims and Demands

Claims and Demands Paid By Check:

Check Date	Check Number		Aggregate Total
	Beginning	Ending	
10/29/2020	200426	200441	29,827.99
11/5/2020	200442	200480	608,265.79
Total Checks			638,093.78

Claims and Demands Paid By Electronic ACH Transfer:

Date	Name of Payee	Description	Amount
Total ACH Payments			0.00

Total Audited Claims and Demands Paid **638,093.78**

Check Register Report

Date: 10/29/2020
 Time: 8:29 am
 Page: 1

BANK: WELLS FARGO BANK N.A

City of Lawndale

Check Number	Check Date	Status	Void/Stop Date	Vendor Number	Vendor Name	Check Description	Amount
WELLS FARGO BANK N.A Checks							
200426	10/29/2020	Printed		2615	A-THRONE CO., INC	PORTABLE RESTROOM RENTAL	95.11
200427	10/29/2020	Printed		6369	AM-TEC SECURITY	ALARM SYSTEM AND MONITORING	925.50
200428	10/29/2020	Printed		7470	ARAMARK REFRESHMENT SVCS LLC	COFFEE&TEA SERVICES	152.64
200429	10/29/2020	Printed		1056	AT&T GLOBAL SERVICES, INC.	TELEPHONE SYSTEM LEASE	865.67
200430	10/29/2020	Printed		7194	BAVCO BACKFLOW & APPARATUS	BACKFLOW TESTING SERVICE	665.00
200431	10/29/2020	Printed		4333	CALIF BLDG STANDARDS COMMISSIO	SB1473 - GBSF FEES	140.00
200432	10/29/2020	Printed		0615	CLEANSTREET	STREET SWEEPING CITYWIDE	18,243.50
200433	10/29/2020	Printed		0242	FEDEX	SHIPPING CHARGES	64.92
200434	10/29/2020	Printed		0441	GOLDEN STATE WATER CO.	WATER USAGE SERVICES	190.84
200435	10/29/2020	Printed		0283	HINDERLITER, DE LLAMAS & ASSOC	CONTRACT SVCS 1ST QUARTER	2,786.87
200436	10/29/2020	Printed		6123	PRUDENTIAL OVERALL SUPPLY	UNIFORMS-PUBLIC WORKS	305.26
200437	10/29/2020	Printed		5895	RICOH USA INC	LEASE AND USAGE CHARGES-COPIER	615.60
200438	10/29/2020	Printed		0346	SPARKLETT'S	BOTTLED WATER SERVICE	274.61
200439	10/29/2020	Printed		4142	TIME WARNER CABLE	CABLE TV SERVICES	317.06
200440	10/29/2020	Printed		3672-FLEET	U.S. BANK VOYAGER FLEET SYS	FUEL CARD PAYMENT	2,540.85
200441	10/29/2020	Printed		3373	VERIZON WIRELESS	MSD - FIELD IPADS	1,644.56

Total Checks: 16 **Checks Total (excluding void checks): 29,827.99**

Total Payments: 16 **Bank Total (excluding void checks): 29,827.99**

Total Payments: 16 **Grand Total (excluding void checks): 29,827.99**

Check Register Report

Date: 11/05/2020
 Time: 3:41 pm
 Page: 1

BANK: WELLS FARGO BANK N.A

City of Lawndale

Check Number	Check Date	Status	Void/Stop Date	Vendor Number	Vendor Name	Check Description	Amount
WELLS FARGO BANK N.A Checks							
200442	11/05/2020	Printed		5394	ANIMAL MEDICAL CENTER	VETERINARY CARE SERVICES	708.23
200443	11/05/2020	Printed		0115	AT & T	TELEPHONE SERVICES	14.99
200444	11/05/2020	Printed		0613	BERICOM IT & DESIGN	INFORMATION AND TECH SERVICES	11,902.00
200445	11/05/2020	Printed		0142	BOULEVARD FLORIST	911 MEMORIAL WALL FLOWERS	163.17
200446	11/05/2020	Printed		0163	CAPITAL OF SOUTH BAY INC.	GROUNDS MAINTENANCE	3.85
200447	11/05/2020	Printed		7223	CHRISTINA CARROLL	PRSSC MEETING STIPEND	50.00
200448	11/05/2020	Printed		6459	CASC ENGINEERING & CONSULTING	WASTE MANAGEMENT CONSULTING	6,160.00
200449	11/05/2020	Printed		1105	CDW GOVERNMENT, INC.	COMPUTER EQUIPMENT	484.89
200450	11/05/2020	Printed		7564	COLANTUONO, HIGHSMITH, &	SCE COALITION SHARE OF COSTS	135.40
200451	11/05/2020	Printed		0217	DEPT OF ANIMAL CARE & CONTROL	ANIMAL CONTROL SVCS- JULY 2020	176.03
200452	11/05/2020	Printed		7666	DOGS FOR LAW ENFORCEMENT	COUNCIL MEMBER DONATION	100.00
200453	11/05/2020	Printed		7667	E & F DANDY, INC	CONST&DEMO DEBRIS DEP REFUND	4,000.00
200454	11/05/2020	Printed		0242	FEDEX	SHIPPING CHARGES	30.52
200455	11/05/2020	Printed		6636	FRONTIER COMMUNICATIONS	PHONE CHARGES	84.13
200456	11/05/2020	Printed		4796	ERICA HARBISON	PRSSC MEETING STIPEND	50.00
200457	11/05/2020	Printed		2191	HR DIRECT	SERVICE PINS	122.28
200458	11/05/2020	Printed		4702	I. C. M. A.	MEMBERSHIP DUES	1,400.00
200459	11/05/2020	Printed		2773	L. A. CNTY DEPT PUBLIC WORKS	TRAFFIC SIGNAL ACCIDENT REPAIR	15,381.92
200460	11/05/2020	Printed		0204	L.A. COUNTY CLERK'S OFFICE	RECORDING FEES	75.00
200461	11/05/2020	Printed		0308	LOS ANGELES COUNTY	PUBLIC SAFETY SERVICES	516,452.55
200462	11/05/2020	Printed		6753	NATIONAL BAND & TAG COMPANY	ANIMAL LICENSE TAGS	287.71
200463	11/05/2020	Printed		0367	OFFICE DEPOT	OFFICE SUPPLIES	59.31
200464	11/05/2020	Printed		1140	PACIFIC TIRE SERVICE	VEHICLE MAINTENANCE	120.00
200465	11/05/2020	Printed		3781	PARS	PARS ACTURAL FEES	6,000.00
200466	11/05/2020	Printed		7668	HAMID POURNAMIDARI	CONST&DEMO DEBRIS DEP REFUND	12,000.00
200467	11/05/2020	Printed		5895	RICOH USA INC	EQUIPMENT LEASE	2,142.66
200468	11/05/2020	Printed		6698	SHIRLEY RUDOLPH	PRSSC MEETING STIPEND	50.00
200469	11/05/2020	Printed		2051	MADONNA SITKA	PRSSC MEETING STIPEND	50.00
200470	11/05/2020	Printed		0444	SPCA LA	ANIMAL SERVICES- SEPT. 2020	18,795.00
200471	11/05/2020	Printed		6349	STEAMX, LLC - SIGNAL HILLS	EQUIPMENT MAINTENANCE	292.91
200472	11/05/2020	Printed		4142	TIME WARNER CABLE	INTERNET SERVICES	1,605.69
200473	11/05/2020	Printed		7435	TRILLIUM SOLUTIONS INC	GTFS DATA CREATION	1,400.00
200474	11/05/2020	Printed		3672-ASD	U.S. BANK	CREDIT CARD PAYMENT	203.27
200475	11/05/2020	Printed		3672-CDD	U.S. BANK	CREDIT CARD PAYMENT	434.00
200476	11/05/2020	Printed		3672-CSD	U.S. BANK	CREDIT CARD PAYMENT	1,509.83
200477	11/05/2020	Printed		3672-FIN	U.S. BANK	CREDIT CARD PAYMENT	29.98
200478	11/05/2020	Printed		3672-MSD	U.S. BANK	CREDIT CARD PAYMENT	677.72
200479	11/05/2020	Printed		7669	VEERS GAS PARTNERS	PLANNING DEPOSIT REFUND	5,062.75
200480	11/05/2020	Printed		6697	DANIEL T WOODS	PRSSC MEETING STIPEND	50.00

Total Checks: 39 **Checks Total (excluding void checks): 608,265.79**

Check Register Report

Date: 11/05/2020
 Time: 3:41 pm
 Page: 2

BANK: WELLS FARGO BANK N.A

City of Lawndale

Check Number	Check Date	Status	Void/Stop Date	Vendor Number	Vendor Name	Check Description	Amount
Total Payments: 39							608,265.79
Total Payments: 39							608,265.79

**MINUTES OF THE
LAWDALE CITY COUNCIL REGULAR MEETING
November 2, 2020**

A. CALL TO ORDER AND ROLL CALL

Mayor Pullen-Miles called the meeting to order at 6:30 p.m. in the City Hall council chamber, 14717 Burin Avenue, Lawndale, California.

Councilmembers Present: Mayor Robert Pullen-Miles, Mayor Pro Tem Bernadette Suarez, Councilmember James H. Osborne, Councilmember Pat Kearney, Councilmember Daniel Reid

Other Participants: City Clerk Rhonda Hofmann Gorman, City Manager Kevin M. Chun, City Attorney Tiffany J. Israel, Los Angeles County Sheriff's Department Captain Duane Allen, Community Services Director Mike Estes, Assistant to the City Manager/Human Resources Director Raylette Felton, Municipal Services Director Michael Reyes, Finance Director Marla Pendleton, Community Development Director Sean Moore, Assistant City Clerk Matthew Ceballos and Interim Public Works Director Lea Reis.

B. CEREMONIALS

Councilmember Daniel Reid led the flag salute.

C. PUBLIC SAFETY REPORT

Captain Duane Allen summarized recent law enforcement activities.

D. ORAL COMMUNICATIONS - ITEMS NOT ON THE AGENDA

- Pam London, Resident, inquired on the status of "Project Roomkey" program in Best Western Hotel and of the homeless individuals, she then spoke about an intruder on her property and the response from Sheriff's department on public safety concerns.

E. COMMENTS FROM COUNCIL

The City Council responded generally to the comments, but did not request placement of any issues on a future meeting agenda.

F. CONSENT CALENDAR

1. **Continuation of Emergency Condition and Approving Repairs without Notice for Bids for the Harold E. Hofmann Community Center**
Recommendation: that the City Council approve Resolution No. CC-2011-060 extending the emergency condition, a second time, established on October 5, 2020 with the approval of Resolution No. CC-2010-056.

2. **Accounts Payable Register**

Recommendation: that the City Council adopt Resolution No. CC-2011-59, authorizing the payment of certain claims and demands in the amount of \$1,288,996.19.

3. **Minutes of the Lawndale City Council Regular Meeting – October 19, 2020**

Recommendation: that the City Council approve.

Councilmember Kearney inquired about a line item on the accounts payable registrar, item number 2, payment amounts to Aleshire and Wynder, LLP and to KOA Corporation.

Finance Director Marla Pendleton responded the payment to KOA Corporation was due and another payment is pending for the previous interim Public Work Director. She went on to respond about the attorney fees to Aleshire and Wynder, LLP, budgeted for \$350,000 the whole year. City Attorney Tiffany J. Israel added Lawndale filed a writ against Metro last month and there are several receiverships that are currently in litigation, causing an increase in the monthly billing.

A motion by Councilmember Kearney to approve the consent calendar was seconded by Mayor Pro Tem Bernadette Suarez and carried by a vote of 5-0.

G. **ADMINISTRATION**

4. **2021 Residential and Commercial Solid Waste Collection Rates**

Recommendation: that the City Council receive and file the report.

Interim Public Works Director Lea Reis reported on 2021 Residential and Commercial Solid Waste Collection Rates.

Councilmember Kearney informed Interim Public Works Director Lea Reis and staff to prepare for phone calls from residents regarding the increase.

Interim Public Works Director Lea Reis responded the information will be noted on the City website, social media, and Cable TV and added residents are welcome to call anytime.

A motion by Mayor Robert Pullen-Miles to receive and file the report, was seconded by Councilmember Kearney and carried by a vote of 5-0

5. **Cancellation of Angel Tree Lighting and Santa Sleigh Event**

Recommendation: that the City Council (a) cancel the 2020 Angel Tree Lighting event and Santa Sleigh program; and (b) provide direction to staff regarding a potential Angel Tree Lighting program alternative.

Community Services Director Mike Estes reported on cancellation of the Angel Tree Lighting and Santa Sleigh Event.

Councilmember Kearney inquired if Councilmembers are able to participate in the proposed Angel Tree Lighting countdown.

Community Services Director Mike Estes responded that is a possibility and may be discussed.

City Manager Kevin Chun added a virtual event for Angel Tree is something that has been discussed and Cable TV department has been doing some preliminary work already and can have councilmembers to video interviews.

Councilmember Kearney wants all Councilmembers to participate live while keeping a safe distance of 6 feet.

Councilmember Reid concurred with Councilmember Kearney's idea.

City Manager responded he will meet with Tom and Cable Department to work out the idea and will then update Council with the specifics.

City Council came to a consensus and provided staff with a different direction on the Angel Tree Lighting Ceremony and to cancel the Santa Sleigh Event. The Council suggested that the Angel Tree Lighting Ceremony be done as a live virtual event.

6. Proposition 68 Per Capita Grant

Recommendation: that the City Council (a) adopt Resolution No. CC-2011-061 approving the State grant conditions; and (b) authorize staff to file an application titled: "Recreation Facility Security Camera Project" with the State of California to use Proposition 68 grant funding.

Community Services Director Mike Estes reported on Proposition 68 Per Capita Grant.

Councilmember Kearney inquired if surveillance cameras in McKenzie Community Garden are necessary.

Community Services Director Mike Estes responded cameras can be placed in certain strategic areas and added the property has been going without cameras for so long already but it is a risk and necessary to upgrade the risk management program.

A motion by Councilmember Reid to approve Resolution No. CC-2011-061 approving the State grant conditions; and authorize staff to file an application titled: "Recreation Facility Security Camera Project" with the State of California to use Proposition 68 grant funding, was seconded by Councilmember Kearney.

H. CITY MANAGER'S REPORT

City Manager Kevin Chun encouraged everyone to go out and vote. Mr. Chun explained the available voting options in Lawndale and shared the election results will be available on the City website. The City Manager went on to share that the Field of Honor event display will be up, safely, for community walkthroughs or drive-bys.

I. ITEMS FROM CITY COUNCILMEMBERS

7. Mayor/City Councilmembers Report of Attendance at Meetings and/or Events

Councilmember Osborne encourages everyone to vote and explained he voted last week.

Councilmember Reid wanted everyone to go out and vote. He went on wishing everyone a happy Veterans Day.

Councilmember Kearney attended the South Bay Workforce Investment Board 25th Annual Awards virtual ceremony, Herb Wesson's COVID-19 testing and food giveaway. Kearney went on with a follow up to interview the three perspective attorney firms.

Mayor Pro Tem Suarez attended Herb Wesson's COVID-19 testing and food giveaway and also followed up on interviews with attorney firms.

Mayor Pullen-Miles attended the California Joint Powers Authority annual meeting, via zoom and L.A. County Sanitation District Board of Directors.

J. CLOSED SESSION

At 7:08 p.m. the City Council entered into closed session.

8. Conference with Legal Counsel – Anticipated Litigation

Conference with Legal Counsel – Anticipated Litigation. The City Council will conduct a closed session, pursuant to Government Code sections 54956.9(d)(2) and (d)(3), because there is a significant exposure to litigation in one case.

9. Public Employee Performance Evaluation

The City Council will hold a closed session, pursuant to Government Code section 54957(b), to conduct an employee evaluation concerning the City Manager.

At 8:32 p.m. the City Council entered back into open session.

City Attorney Tiffany Israel reported the City Council met in Closed Session to discuss the two items listed on the Closed Session agenda. The City Council was updated on both items and there was no reportable action taken.

K. ADJOURNMENT

There being no further business to conduct, the Mayor adjourned the meeting at 8:33 p.m.

Robert Pullen-Miles, Mayor

ATTEST:

Rhonda Hofmann Gorman, City Clerk

Approved: 11/16/2020



CITY OF LAWNDALE

14717 BURIN AVENUE, LAWNDALE, CALIFORNIA 90260
PHONE (310) 973-3200 ♦ www.lawndalecity.org

DATE: November 16, 2020
TO: Honorable Mayor and City Council
FROM: Kevin M. Chun, City Manager *Kevin Chun*
PREPARED BY: Marla L. Pendleton, CPA, Director of Finance/ City Treasurer *Jonathan Orzco for Marla L. Pendleton*
SUBJECT: **Budget Update for the Quarter Ended September 30, 2020**

BACKGROUND

In order to provide an update on the City of Lawndale's financial position through September 30, 2020, a Quarterly Budget Update has been prepared to focus on the revenue and expenditures of the General Fund. The focus is on the General Fund since the spending is at the discretion of the City Council to support the day-to-day activities of the City. The spending for other funds are for various restricted purposes. To the extent these funds rely on operating transfers from the General Fund, these funds have been reviewed to determine the overall impact to the General Fund.

The Fiscal Year 2020-21 Budget was adopted by City Council on June 1, 2020, Resolution CC-2006-028. The adopted General Fund budget was balanced with both revenue and expenditures of \$14,680,170. The amended expenditure budget as of September 30, 2020 is \$14,923,277, an increase of \$243,107 from the adopted budget. The additional expenditure authority is attributed to continued appropriations from Fiscal Year 2019-20 for capital projects and approved contract services outstanding at fiscal year-end and approved budget adjustments made during the fiscal year.

STAFF REVIEW

The quarterly report has been prepared to provide the City Council with an update of the General Fund budget as of September 30, 2020. Budget adjustments are being proposed to increase anticipated revenue not previously included in the budget, offsetting appropriations for Measure A and to move appropriations to accounts/department where expenditures will be paid from.

LEGAL REVIEW

None.

FISCAL IMPACT

In the Fiscal Year 2020-21 Budget, increase General Fund revenue \$99,018 for land sale proceeds and conduit occupancy fee revenue, increase Measure A revenue and expenditures for the current year allocation of \$291,853 as included in the attached report, transfer \$59,704 of Proposition C appropriations from personnel to operations, transfer the \$282,647 CDBG Street Improvements appropriation budget from Department 439 to 441, and establish the \$405,000 revenue budget and remaining \$258,991 appropriation budget for the Coronavirus Relief Fund.

Budget Update for the Quarter Ended September 30, 2020
Page 2

RECOMMENDATION

Staff recommends that the City Council receive and file the Quarterly Budget Report as of September 30, 2020 and approve all recommended budget adjustments.

Attachments: Quarterly Budget Report as of September 30, 2020.



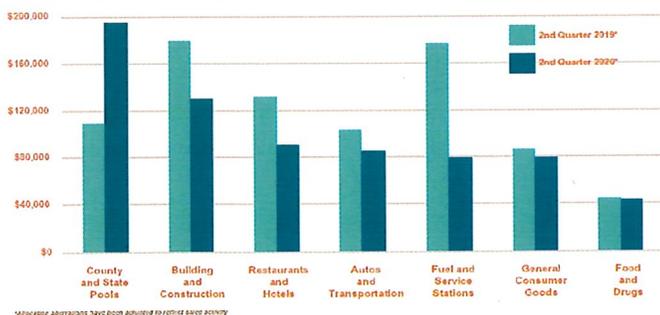
September 30, 2020

OVERVIEW

At the start of 2020 General Fund revenue had increased to record highs in line with the strong U.S. economy. Instantaneously, everything changed when the coronavirus pandemic hit; businesses were shut down for an indefinite period, our largest hotels began operating as shelters under Project Roomkey, legislation protecting tenants from eviction and property owners from foreclosure due to the economic impacts of COVID-19 were passed, unemployment rates surged, and federal reserve rates dropped to near zero. The true impact of the pandemic on our economy will not be fully known for years. Legislation has provided a soft fall for temporary relief, but without citizens working and businesses open, it is a matter of time before property foreclosures and bankruptcies overshadow the recent prosperity seen.

In our City we have already seen a shift in our sales taxes, from being collected by businesses in the City to online sales, which for the quarter ending June 30, 2020, internet sales made up 52% of the City’s sales tax revenue. Below is chart of sales taxes received for the quarter ending June 30, 2020 compared to June 30, 2019, as obtained from our sales tax consultant, HdL. The County and State Pools group represents allocation from remote sellers (i.e. online sales) collecting and remitting sales tax as a result of the 6/21/18 Supreme Court ruling in *South Dakota vs. Wayfair, Inc.*

SALES TAX BY MAJOR BUSINESS GROUP



Although revenue still appears stable at this time, some of it attributed to legislation shifting sales tax from Fiscal Year 2019-20, downward trends are anticipated within the next 18-24 months and reserves need to be maintained to sustain the City.

This quarterly report represents the City’s General Fund revenues and expenditures through September 30, 2020.

GENERAL FUND

The General Fund supports the day-to-day activities of the City, which includes general government, public safety, municipal services, and public works. The community development and community services departments are accounted for in enterprise funds, which are accounted for as business activities separate from general government (the General Fund). The Operating Transfers budgeted in the General Fund are for the 20% housing set aside and to subsidize the recreation and senior programs. The General fund activities are primarily supported from motor vehicle in-lieu, sales and use, district transactional (Measure L), utility users and property taxes.

General Fund Financial Condition: With a 60-day accrual period, any revenue and expenditures due at June 30 are accrued back to the previous fiscal year. Therefore, the first quarter financial results do not reflect a three month period; with the exception of payroll costs which only 75% of one pay period was accrued back to Fiscal Year (FY) 2019-20. As of September 30, General Fund revenues are at 7% of the budget estimate and expenditures are at 16%; compared to 6% and 13% during the same time period in FY19-20.

GENERAL FUND YTD SUMMARY			
	Amended Budget	Actual YTD	Actual % to Budget
Total Revenue	\$ 14,760,170	\$ 1,106,243	7%
Total Expenditures	14,923,277	2,404,800	16%

Revenue. The General Fund accounts for 62% of the City’s total amended revenue budget for the fiscal year. Compared to the first quarter of FY 2019-20, revenue increased \$232,541, 26.6%. The most significant increases were in the areas of *Other Taxes* and *Other Financing Sources*, which yielded a \$108,956 and \$118,330 increase, respectively. To date, all other revenue category collections are comparable to the same period of collections in FY 2019-20.

GENERAL FUND REVENUE BY SOURCE			
Revenue Source	Amended Budget	Actual YTD	Actual % to Budget
Motor Vehicle In-Lieu Tax	\$ 3,950,000	\$ -	0%
Sales & Use Tax	3,290,770	249,493	8%
Sales Trans Tax	2,534,000	194,132	8%
Utility Users Tax	1,491,000	264,075	18%
Other Taxes	1,205,200	152,593	13%
Property Tax	935,000	0	0%
Court & Traffic Fines	700,700	87,193	12%
Charges for Services	255,900	41,595	16%
Other Financing Sources	222,000	81,783	37%
Operating Transfers in	125,000	0	0%
Licenses & Permits	38,600	3,514	9%
Other Revenue	12,000	31,865	266%
Total General Fund	\$ 14,760,170	\$ 1,106,243	7%

- **Other Taxes:** Other Taxes include Transient Occupancy Taxes (TOT), Business License, Franchise Fees and Property Tax Transfer fees. The \$108,956 increase from the same period last fiscal year is attributed to TOT and Business License Taxes. One major hotel in the City paid



City of Lawndale
Quarterly Budget Update
First Quarter of Fiscal Year 2020-2021

their prior year TOT more than 60-days after year-end, making it ineligible to record as revenue in FY 2019-20; therefore, the \$64,291 revenue was reported in the current year. With many businesses being shut down due to State stay-at-home orders, businesses have been hesitant and slow at renewing their business licenses for calendar year 2020. As the revenue slowly comes in, first quarter receipts were \$72,020 compared to \$26,603 (a \$45,416 increase) in the prior year, with more businesses paying their licenses more timely in the previous fiscal year.

- **Other Financing Sources:** Interest on Investments and Capital Gain related to the sale of property make up the \$81,783 total for FY 2020-21; \$22,171 and \$59,612, respectively. Interest on Investments for the 1st Quarter FY 2019-20 was <\$39,811>, which included the reversing entry for the amount earned in the previous fiscal year. FY 2020-21 was \$118,330 higher than the previous fiscal year as a result of Finance’s timely recording of investment earnings and allocation between funds entitled to income for the current fiscal year quarter. The \$59,612 related to the sale of property is described in the proposed budget adjustment section of this report.

Expenditures. At the end of the first quarter, \$2,404,800, 16%, of the \$14,923,277 amended General Fund appropriation budget had been expended; of which \$1,231,928 and \$1,172,872 were expended on personnel and operation costs, respectively.

To-date, 20.2% of annual payrolls have been paid; however, total costs were 30.7% of the budget. The variance relates to two department budget units; General Operations and Public Works Administration. General Operations incurred 86.4%, \$605,225 of the \$700,888 amended budget as of September 30 due to the annual unfunded PERS liability and PARS contributions being paid in full at the beginning of the fiscal year. Public Works Administration was at 43.6% of the personnel costs allocated to the General Fund. Public Works costs allocation will be reviewed and an adjustment proposed during the mid-year budget review. All other department personnel costs are on target of meeting budget expectations.

The \$1,172,872 operation costs expended in the General Fund as of September 30th appears consistent with prior year expenditures. The only department with significant expenditures to-date is General Operations, which has expended \$667,982, 67.8% of the \$985,307 amended

operations budget. As noted above, this department budgetary unit pays annual expenditures at the beginning of the fiscal year, such as liability, property and worker’s compensation insurances, and is anticipated to meet budget targets.

GENERAL FUND EXPENDITURES BY DEPARTMENT			
Department	Amended Budget	Actual YTD	Actual % to Budget
General Fund Support	\$ 667,953	\$ 99,880	15%
City Council	174,891	41,541	24%
City Attorney	451,000	109,956	24%
City Clerk	371,248	60,005	16%
City Manager	533,258	114,041	21%
Administrative Svcs	224,019	51,190	23%
General Operations	1,886,195	1,273,207	76%
Cable Television	175,304	35,839	20%
Information Systems	314,855	82,002	26%
Finance	740,034	111,255	15%
Police Services	6,485,474	11,173	0%
Municipal Services	1,132,120	208,690	18%
Public Works Admin.	266,621	11,222	4%
Grounds Maintenance	916,802	147,419	16%
Street Maintenance	572,144	34,673	6%
Engineering	211,358	12,707	6%
Total General Fund	\$ 14,923,277	\$ 2,404,800	16%

Financial Condition of Funds Other Than the General Fund:

As noted above, the City has a 60-day accrual period, whereas, revenue and expenditures due at June 30 are accrued back to the previous fiscal year. Therefore, as of September 30, the majority of funds many have one month or no revenue to base annual projection. However, three months of revenue has been received from LA Metro funding sources. In February 2020 Metro provided FY 2020-21 funding projections, but later informed us the projections would have to be decreased because of the pandemic. We never received revised projections, so the budget was prepared based on the assumption that 90% of the original revenue projection would be received. Below is our revised estimates based on actual revenue received to-date and historical revenue collection patterns.

Los Angeles County Metropolitan Transportation Authority Revenue						
Fund No	Fund Description	Revenue				YTD Expenses
		Amended Budget	Actual YTD	Current Projections	Anticipated Budget Variance	
206	Prop A - Local Transit Program	634,280.00	164,335.30	624,280.00	(10,000.00)	31,997.27
207	Prop C - Local Transit Assist	526,118.00	136,321.34	518,000.00	(8,118.00)	51,026.41
244	Measure R Fund	394,629.00	102,177.79	388,045.00	(6,584.00)	21,127.59
272	Measure M Local Return	447,200.00	115,992.57	442,359.64	(4,840.36)	333.65

As shown above, revenue estimates are within 2% of the budget and actual expenditures to-date are under the amount received, therefore, no budget adjustment is recommended at this time.

For more information: This summary is based on detailed information from the City’s financial management system. For any questions about this report please contact Marla L. Pendleton, CPA, Director of Finance / City Treasurer at 310-973-3241.



Following are recommended budget adjustments for Council consideration and approval.

Establish General Fund Budget For Conduit Occupancy Fee

In July 2018, the City entered into a five year use agreement for their Fiber and Conduit System, known as a Conduit Occupancy Fee, which is payable annually no later than June 30. Based on review of the account, the first two years of the agreement had not been paid. The City has now collected the past due payment plus interest for the two outstanding years, in the amount of \$27,142 and classified the revenue in a rental income account. The current year fee of \$12,264 is due before June 30. Since no budget was established for the amounts collected, the following budget adjustment is requested for the anticipated revenue of \$39,406 (\$27,142 collected + \$12,264 anticipated revenue) for the fiscal year.

Increase revenue:
 100-000-425.100 General Fund Rental Income (Conduit Occupancy Fee) \$ 39,406

Establish Budget for Proceeds from Sale of Land

On September 1, 2020, the City sold a vacant strip of land adjacent to 16525 Prairie Avenue to the property owner adjacent to the land. The City received \$59,612 proceeds for the land (\$60,000 less \$388 closing cost on the sale). The land was originally purchased for \$1 in June 1962, but never used by the City. The following budget adjustment is requested for the net proceeds of the land sale.

Increase revenue:
 100-000-490.101 Capital Gain (Sale of Land) \$ 59,612

Establish Revenue and Appropriation Budget For Fiscal Year 2020-21 Measure A Allocation

In November 2016 Los Angeles County voters approved Measure A authorizing an annual special tax of .015 cents per square foot of building floor area on all taxable real property in the County to be dedicated local funding for park, recreation, and open space projects and annual project maintenance. Special Revenue Fund 281, Measure A, was created to track the total allocations available, amount expended and revenue received. The City of Lawndale received three annual allocations to-date, in the amounts of \$178,765, \$186,874 and \$201,853 for fiscal years ending June 30, 2019, 2020, and 2021. Annual allocations may accrue up to five years prior to expending. Two of the three years have been budgeted and continued into Fiscal Year 2020-21 without any appropriations being expended to date. A budget adjusted is recommended to add the current year (Year 3) funding to the budget to track the amount available to ensure it is expended within the five year time period. Below is the total amount available, including the recently disclosed allocation amounts:

	Year 1 & 2 Allocations	FY 2020-21 Allocation (Year 3)	Total Available
Community-based Park Investment Program Allocation (Category 1)	184,309.44	101,749.06	286,058.50
Neighborhood Parks, Healthy Communities, & Urban Greening Allocation (Category 2)	136,768.01	75,503.55	212,271.56
Total Allocation	321,077.45	177,252.61	498,330.06
Maintenance & Servicing	44,560.93	24,600.11	69,161.04
Total Measure A	365,638.38	201,852.72	567,491.10



Increase revenue:
281-000-465.451 Measure A – Grant Revenue \$ 201,852.72

Increase appropriations:
281-510-580.200 Meas A - Community-based Cat 1 \$ 101,749.06
281-510-580.210 Meas A - Neighborhood Pks Cat 2 75,503.55
281-510-580.220 Meas A - Maintenance & Servicing 24,600.11
\$ 201,852.72

Transfer Personnel Costs to Contract Costs for Interim Director of Public Works

In developing the budget for Fiscal Year 2020-21, the Public Works Director position was funded for the full fiscal year in the respective personnel accounts, but the position has been temporarily filled by a contracted Interim Director. In order to pay for the costs incurred for the four month period of the first contractor, budgeted costs are proposed to be moved from the personnel accounts into the main project being worked on this fiscal year; the Inglewood Avenue Corridor Widening- Phase I street project for 4 out of 12 months of the Director's budgeted Salary and Benefit appropriation costs.

Decrease appropriations:
207-310-501.100 Prop C - Public Works Admin - Salaries \$ 45,884.00
207-310-501.600 Prop C - Public Works Admin – Auto Allowance 900.00
207-310-505.100 Prop C - Public Works Admin – Flex Benefits 4,321.44
207-310-505.200 Prop C - Public Works Admin – Def Comp/ PERS Retirement 7,644.79
207-310-505.300 Prop C - Public Works Admin – Medicare 778.49
207-310-505.700 Prop C - Public Works Admin – City-Paid Insurance 175.56
\$ 59,704.28

Increase appropriations:
207-310-700.151 Prop C - PW Admin – Inglewood Ave Wide Phase I \$ 59,704.28

Transfer for CDBG Street Resurfacing Budget to New Department Number

Each fiscal year the City of Lawndale is awarded Community Development Block Grant (CDBG) funding, which is accounted for in Fund 214. Each grant is segregated into a unique department code for track eligible costs. For fiscal year 2020-21, the street resurfacing projects identified for the fiscal year were budgeted in the same department code as the 2019-20 projects. In order to properly account for the separate grant projects, a new department cost should have been included in the budget. We propose moving the grant costs for street resurfacing from department 439 to the newly established department 441.

Decrease appropriations:
214-439-501.100 CDBG – Street Improvements – Salaries \$ 16,656.00
214-439-530.100 CDBG – Street Improvements – Contract Services 17,000.00
214-439-530.200 CDBG – Street Improvements – Professional Services 10,508.00
214-439-700.146 CDBG – Street Improvements – Street Improvements 238,683.00
\$ 282,847.00



Increase appropriations:

214-441-501.100	CDBG – Street Improvements – Salaries	\$ 16,656.00
214-441-530.100	CDBG – Street Improvements – Contract Services	17,000.00
214-441-530.200	CDBG – Street Improvements – Professional Services	10,508.00
214-441-700.146	CDBG – Street Improvements – Street Improvements	<u>238,683.00</u>
		\$ 282,847.00

Establish Revenue and Appropriation Budget For Coronavirus Relief Fund CARES Act Funding

On September 8 and October 5, 2020 Council was presented and approved the use of CARES Act funding, but no appropriations was approved in regards to the use of funds. The City will receive a total of \$405,000 in the current fiscal year of which \$146,008.55 of expenditures were incurred in Fiscal Year 2019-20 and the budgeted appropriations were approved in the *Budget Update for Fiscal Year Ended June 30, 2020* approved by Council on October 19, 2020. A budget adjustment for Fiscal Year 2020-21 anticipated revenue and appropriation authority to expend the remaining \$258,991.45 is recommended.

Increase revenue:

284-000-465.850	Coronavirus Relief Allocation Revenue	\$ 405,000.00
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Increase appropriations:

284-180-550.400	Coronavirus Relief Fund – IT- Telecommuting Equipment	\$ 10,000.00
284-320-520.300	Coronavirus Relief Fund – PW Grounds- Building Improvements	60,000.00
284-410-545.325	Coronavirus Relief Fund – Small Business Grant	167,000.00
284-150-580.150	Coronavirus Relief Fund – Admin Srvs- COVID19 Expense	<u>21,991.45</u>
		\$ 258,991.45



CITY OF LAWNDALE

14717 BURIN AVENUE, LAWNSDALE, CALIFORNIA 90260
PHONE (310) 973-3200 ♦ www.lawndalecity.org

DATE: November 16, 2020

TO: Honorable Mayor and City Council

FROM: Kevin M. Chun, City Manager 

PREPARED BY: Tiffany J. Israel, City Attorney

SUBJECT: **Authorization to Protest a Proposed Rate Increase Request Filed by Golden State Water Company**

BACKGROUND

On July 15, 2020, Golden State Water Company (“Golden State”), the City’s water purveyor, filed an application with the California Public Utility Commission (“CPUC”) for a rate increase. The application is number A2007012. Lawndale is located within Golden State’s Region 2.

Specifically, for Region 2, Golden State is proposing increases of:

- 16.7% in 2022
- 4.34% in 2023
- 4.52% in 2024

These three increases would result in a cumulative total increase of more than twenty-five percent over 3 years.

Two years ago, Lawndale was successful in challenging Golden State’s 2017 proposed rate increase such that City residents are currently benefitting from lower rates as compared to Golden State’s original 2017 proposal. The 2017 Application requested a 19.3% increase in base water rates over a three year period commencing January 1, 2019. In late 2018 the protest was resolved when the CPUC approved a settlement agreement with a general rate increase of 9.9% over the applicable three year period.

STAFF REVIEW

Staff believes that the 2020 proposed rate increases are excessive and beyond what Golden State needs to continue safely operating. As the City’s opposition of Golden State’s last (2017) Application for a rate increase resulted in a decrease in the amount of the proposed increase by more than half, staff recommends that the City Council again initiate a protest. The first step in protesting Golden State’s requested increase is to send a letter to the CPUC explaining the grounds for the protest.

In the last protest, the City provided testimony that the proposed rate increases were beyond the rates of inflation, did not account for water conservation efforts, and placed an unfair burden on low and fixed income residents. As such, the City argued, the proposed rate increases did not meet the legal standard of being “just and reasonable” in balancing the interests of Golden State’s shareholders and its customers.

By law, the CPUC’s Office of Ratepayer Advocate (“ORA”) is a party to every rate-setting proceeding and is tasked with advocating ratepayer interests. In the 2017 case, ORA audited Golden State’s past financial information and future projections in an effort to determine what a “just and reasonable” rate increase may be. The cities of Lawndale and Lakewood had similar concerns over the proposed rate increases and met and conferred on those interests and presented them to Golden State and ORA.

A draft settlement agreement was circulated by Golden State, supported by Lawndale and Lakewood, and Approved by the CPUC. Accordingly, the protest is an informal and relatively brief process as compared to traditional litigation filed in the courts.

LEGAL REVIEW

The City Attorney’s office has prepared the attached draft protest letter and has approved it to form.

FISCAL IMPACT

Coordinating the City’s protest will require some time by the City Attorney’s office and other City staff. A budget adjustment should not be required.

RECOMMENDATION

Staff recommends that the City Council:

- Authorize the protest of Golden State’s Application no. A2007012; and
- Authorize the Mayor to sign the protest letter.

Attachments: Letter protesting Golden State’s Application no. A2007012



CITY OF LAWDALE

Office of the Mayor

ROBERT PULLEN-MILES
Mayor

November 16, 2020

via regular mail

Public Advisor's Office
California Public Utilities Commission
505 Van Ness Avenue
San Francisco, CA 94102

Re: Application A2007012/Golden State Water Company

To Whom It May Concern:

Pursuant to Rule 2 of the Rules of Practice and Procedure of the California Public Utilities Commission, the City of Lawndale ("City") hereby files this protest to the Golden State Water Company's ("GSWC") Application A2007012 filed on July 15, 2020, notice of which was published in the Commission's Daily Calendar on July 20, 2020.

The City of Lawndale is a general law city, incorporated in 1959, and its businesses and residences are serviced by GSWC. The City, itself, is a ratepayer and customer of GSWC and is located in Region II.

Through its Application, GSWC seeks a significant increase over its current, already high rates. Over the next three years, GSWC seeks annual rate increases for Region II of 16.66%, 4.34%, and 4.52%, respectfully. The total requested rate increase is 25.04%, or \$82,833,400. GSWC customers already pay high water rates compared to those of other water purveyors, and the predominantly low and middle class ratepayers of the City are disproportionately and adversely impacted by such rates compared to other customers in Region II.

Accordingly, the City opposes GSWC's Application and requests that its Region II rates be adjusted to achieve fairness among all customers.

Sincerely,

Robert Pullen-Miles
Mayor

01001.0003/679674.1



CITY OF LAWDALE

14717 BURIN AVENUE, LAWDALE, CALIFORNIA 90260
PHONE (310) 973-3200 ♦ www.lawndalecity.org

DATE: November 16, 2020
TO: Honorable Mayor and City Council
FROM: Kevin M. Chun, City Manager *KM Chun*
SUBJECT: **City Attorney Selection Process**

BACKGROUND

In February 2020, the City Council City Attorney Selection Subcommittee interviewed six of the eleven law firms that responded to the City's request for proposal for City Attorney services. Based on these interviews, three finalist law firms were selected for subsequent interviews with the City Council.

Unfortunately, the interviews for the finalist law firms scheduled for March 2020 were postponed due to the outbreak of the COVID-19 pandemic.

STAFF REVIEW

On November 2, 2020, a consensus of the City Council requested that an item be placed on the agenda to allow discussion on the City Attorney selection process and potential next steps to be taken.

LEGAL REVIEW

N/A

FISCAL IMPACT

None.

RECOMMENDATION

Staff recommends that the City Council discuss the City Attorney selection process and provide direction to staff as appropriate.



CITY OF LAWNDALE
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PHONE (310) 973-3200 ♦ www.lawndalecity.org

DATE: November 16, 2020
TO: Honorable Mayor and City Council
FROM: Matthew R. Ceballos, Assistant City Clerk *MR*
SUBJECT: Mayor/Councilmember Report of Attendance at Meetings and/or Events

No supporting documentation was forwarded to the City Clerk Department for this item.