



# CITY OF LAWNDALE

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

## AGENDA LAWNDALE CITY COUNCIL REGULAR MEETING REDEVELOPMENT SUCCESSOR AGENCY MEETING Monday, December 17, 2018 - 6:30 p.m. Lawndale City Hall Council Chamber 14717 Burin Avenue

Any person who wishes to address the City Council regarding any item listed on this agenda or any other matter that is within its subject matter jurisdiction is invited, but not required, to fill out a public meeting speaker card and submit it to the city clerk prior to the oral communications portion of the meeting. The purpose of the card is to ensure that speakers' names are correctly recorded in the meeting minutes and, where appropriate, to provide contact information for later staff follow-up.

Copies of this agenda may be obtained prior to the meeting in the Lawndale City Hall foyer. Copies of staff reports or other written documentation relating to each agenda item are available for public inspection in the Lawndale City Hall foyer and the public library. 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. **PUBLIC SAFETY REPORT**
- D. **ORAL COMMUNICATIONS - ITEMS NOT ON THE AGENDA** (Public Comments)
- E. **COMMENTS FROM COUNCIL**
- F. **CONSENT CALENDAR**

The consent calendar, agenda items 1 through 9, will be considered and acted upon under one motion unless a councilmember or board member removes individual items for further council/board consideration or explanation.

### CITY COUNCIL

1. **Motion to read by title only and waive further reading of all ordinances listed on the agenda**  
(Recommendation: that City Council approve.)
2. **Updating Informal Bidding Thresholds on Public Projects – 2<sup>nd</sup> Reading**  
(Recommendation: the City Council adopts Ordinance No. 1150-18.)

3. **Consultant Agreement for Design Services on Traffic Signal Modifications at the Intersection of Manhattan Beach Boulevard and Hawthorne Boulevard**  
(Recommendation: that the City Council (a) award a professional services agreement to Hartzog & Crabill Inc. for a not-to-exceed amount of \$58,095 for the traffic signal and street improvements, professional engineering services at intersection of Manhattan Beach Blvd. and Hawthorne Blvd., and for the installation of battery back-up units for traffic controllers along Hawthorne Blvd. and Inglewood Ave.; and (b) approve a ten percent (% 10) contingency of \$5,809.50 to pay the cost of unforeseen engineering work.)
4. **Wall of Distinction – Selection of Charmaine Doty**  
(Recommendation: that the City Council waive the five (5) year provisions of Council Policy 1001-16 and affirm Ms. Charmaine Doty’s inclusion on the Lawndale Wall of Distinction effective immediately.)
5. **First Amendment of Professional Service Agreement with Project Partners for an Interim Director of Public Works/City Engineer**  
(Recommendation: that the City Council approve the First Amendment of the Professional Service Agreement with Project Partner’s Inc. for Interim Director of Public Works/City Engineer in an amount not to exceed \$74,000, in a form approved by the City Attorney)
6. **Accounts Payable Register**  
(Recommendation: that the City Council adopts Resolution No. CC-1812-054, authorizing the payment of certain claims and demands in the amount of \$218,279.10.)
7. **Minutes of the Lawndale City Council Regular Meeting – December, 3 2018**  
(Recommendation: that City Council approve.)

#### **REDEVELOPMENT SUCCESSOR AGENCY**

8. **Recognized Payment Obligation Schedule (ROPS) 19-20 and the Administrative Budget for Fiscal Year 2019-2020**  
(Recommendation: that the Successor Agency approve and direct staff to submit to the Los Angeles County Consolidated Oversight Board and California Department of Finance the ROPS 19-20 and Administrative Budget FY 2019-20, and authorize staff to make any changes needed.)
9. **Minutes of the Lawndale Successor Agency Meeting – September, 17 2018**  
(Recommendation: that Successor Agency approve.)

#### **G. PUBLIC HEARING**

10. **Selection of Project for the Fiscal Year 2019-2020 (45<sup>th</sup>) Program Year of the Community Development Block Grant Program (CDBG)**  
(Recommendation: that the City Council (a) conduct a public hearing; (b) adopt the Fiscal Year 2019-2020 budget for the Community Development Block Grant Program; and (c)

adopts Resolution No. CC-1812-55, approving the City's participation in Fiscal Year 2019-2020 Community Development Block Grant Program.)

**H. ADMINISTRATION**

**11. Certification of Election Results - General Municipal Election 2018**

(Recommendation: that the City Council approve the Election Official's Certificate of Canvass and adopts Resolution No. CC-1812-053.)

**12. Annual Reorganization of the City Council**

(Recommendation: that the City Council appoint one of its members to serve as Mayor Pro Tem for a term beginning on January 1, 2019 and ending on December 31, 2019.)

**I. ITEMS FROM COUNCILMEMBERS**

**13. Mayor/Councilmember Report of Attendance at Meetings and/or Events**

**J. CLOSED SESSION**

**14. Conference with Real Property Negotiator**

The City will conduct a closed session, pursuant to Government Code section 54956.8, to enable the City to give direction to its negotiators regarding those certain real properties: 15801/15811 Hawthorne Blvd., 15821 Hawthorne Blvd., and 4432 Manhattan Beach Blvd., and Parcel Nos. 4074-001-902, -903 and -904. The City's real property negotiators, its City Manager, City Attorney, and Community Development Director, will seek direction from the Council regarding the price and terms for this property.

**K. ADJOURNMENT**

The next regularly scheduled meeting of the City Council will be held at 6:30 p.m. on Monday, January 7, 2018 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 City Council and the Successor Agency to the Lawndale Redevelopment Agency meeting to be held on December 17, 2018 was posted not less than 72 hours prior to the meeting.



**CITY OF LAWNDALE**  
14717 BURIN AVENUE, LAWNDALE, CALIFORNIA 90260  
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DATE: December 17, 2018  
TO: Honorable Mayor and City Council  
FROM: Matthew R. Ceballos, Assistant City Clerk *mc*  
SUBJECT: Motion Pertaining to the Reading of Ordinances

BACKGROUND

California Government Code reads, in part, as follows:

"Except when, after reading the title, further reading is waived by regular motion adopted by majority vote, all ordinances shall be read in full either at the time of introduction or passage."

RECOMMENDATION

Staff recommends that the City Council read by title only and waive further reading of all ordinances listed on the agenda.



# CITY OF LAWDALE

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DATE: December 17, 2018

TO: Honorable Mayor and City Council

FROM: Stephen N. Mandoki, City Manager *SM*

PREPARED BY: Jonathan Wu, P.E., Interim Public Works Director *JW*  
Grace Huizar, Administrative Analyst *GH*

SUBJECT: Second Reading of Ordinance 1150-18 - Amend Lawndale Municipal Code Section 3.09.030 to Update Informal Bidding Thresholds as Authorized by State law

## BACKGROUND

State law requires that "public projects" as defined in Public Contract Code Section 20161 expected to cost more than \$5,000 to be advertised, bid and awarded in accordance with formal bidding procedures. However, the Uniform Public Construction Cost Accounting Act (the "Act"), Public Contract Code Sections 22030 *et seq.*, authorizes a general law city to adopt the uniform construction cost accounting procedures and thereafter to adopt an ordinance establishing informal bidding procedures which comply with the provisions of the Act. Accordingly, in 2013 the City Council adopted Resolution No. CC-1309-041 electing to become subject to such procedures for eligible public projects and Ordinance No. 1090-13, enacting Lawndale Municipal Code Chapter 3.09, authorizing the City to undertake informal bidding for authorized public projects. On December 3, 2018 the City Council introduced and approved the first reading of Ordinance 1150-18 to establish the said amendments.

Relevant here, Ordinance No. 1090-13 authorizes:

1. The City to negotiate contracts for public projects anticipated to cost \$10,000 or less; and
2. The City to informally bid public projects anticipated to cost \$175,000 or less.

Public projects anticipated to cost more than \$175,000 must be formally bid.

## STAFF REVIEW

Ordinance 1150-18 was introduced and approved by the City Council upon staff presentation, discussion, and deliberation.

## LEGAL REVIEW

The City Attorney's office has reviewed and approved as to form Ordinance No. 1150-18.

FISCAL IMPACT

N/A

RECOMMENDATION

Staff recommends that the City Council adopt Ordinance No. 1150-18.

Attachments: Ordinance No. 1150-18

ORDINANCE NO. 1150-18

AN ORDINANCE OF THE CITY COUNCIL  
OF THE CITY OF LAWNSDALE, CALIFORNIA  
AMENDING LAWNSDALE MUNICIPAL CODE SECTION 3.09.030  
TO UPDATE THE INFORMAL BIDDING PROCESS FOR PUBLIC  
WORKS CONSTRUCTION PROJECTS

SUMMARY: This ordinance raises the dollar amount for certain public projects eligible for informal bidding procedures.

WHEREAS, the Uniform Public Construction Cost Accounting Act (the "Act"), Public Contract Code Sections 22030 *et seq.*, authorizes a general law city to adopt the uniform construction cost accounting procedures and thereafter to adopt an ordinance establishing informal bidding procedures which comply with the provisions of the Act; and

WHEREAS, effective January 1, 2019, State law will be updated to increase the dollar limits for projects on which a city may take advantage of informal bidding procedures; and

WHEREAS, the City Council desires to update its informal bidding procedures for the selection of contractors to be consistent with the current dollar limits allowed by State law.

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

SECTION 1. Section 3.09.030 of the Lawnsdale Municipal Code is amended to read, in its entirety, as follows (deletions in ~~strikethrough~~, additions in ***bold and italics***):

“ (a) Public projects of ~~ten~~ ***sixty*** thousand dollars (\$60,000.00) or less, pursuant to Public Contract Code Section 22032(a), may be performed by city employees by force account or negotiated contract. Public projects of ~~ten~~ ***less than fifty*** thousand dollars (~~\$150,000.00~~) ~~or less~~ may be contracted by the city manager. Public projects which will cost ~~fifty~~ ***ten*** thousand dollars (~~\$150,000.00~~) or more will require city council approval. All contracts awarded pursuant to this chapter are subject to approval by the city attorney.

(b) Public projects of ~~one hundred seventy five~~ ***two hundred*** thousand dollars (\$200,000.00) or less, pursuant to Public Contract Code Section 22032(b), may be let to contract by informal bidding procedures in accordance with Public Contract Code Section 22030 *et seq.* and as set forth in section 3.09.040 through 3.09.080.

(c) Public projects of more than ~~one hundred seventy five~~ ***two hundred*** thousand dollars (\$200,000.00) shall be let to contract by formal bidding procedure.”

SECTION 2. This ordinance is exempt from the California Environmental Quality Act (“CEQA”) under Section 15061(b)(3) of the CEQA Guidelines, which provides that CEQA only applies to projects that have the potential for causing a significant effect on the environment. Where, as here, it can be seen with certainty that there is no possibility that the activity in question would have a significant effect on the environment, the activity is not subject to CEQA.

SECTION 3. If any section, subsection, sentence, clause, or phrase of this ordinance is for any reason held to be invalid or unconstitutional by a decision of any court of any competent jurisdiction, such decision shall not affect the validity of the remaining portions of this ordinance. The City Council hereby declares that it would have passed this ordinance, and each and every section, subsection, sentence, clause and phrase thereof not declared invalid or unconstitutional without regard to whether any portion of the ordinance would be subsequently declared invalid or unconstitutional.

SECTION 4. The City Clerk shall certify to the passage and adoption of this ordinance, and shall make a minute of the passage and adoption thereof in the records of and the proceedings of the City Council at which the same is passed and adopted. This ordinance shall be in full force and effect thirty (30) days after its final passage and adoption, and within fifteen (15) days after its final passage, the City Clerk shall cause it to be published in a newspaper of general circulation and shall post the same at the City Hall, the Lawndale Community Center and the United States Post Office, Lawndale Branch.

PASSED, APPROVED, AND ADOPTED this 17th day of December, 2018.

\_\_\_\_\_  
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 duly introduced the foregoing Ordinance No. 1150-18 at its regular meeting held on the 3rd day of December, 2018, and duly approved and adopted said ordinance at its regular meeting held on the 17th day of December, 2018, by the following roll call vote:

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

\_\_\_\_\_  
Rhonda Hofmann Gorman, City Clerk

\_\_\_\_\_  
Date

APPROVED AS TO FORM:

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Tiffany J. Israel, City Attorney



# CITY OF LAWDALE

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DATE: December 17, 2018

TO: Honorable Mayor and City Council

FROM: Stephen N. Mandoki, City Manager *sm*

PREPARED BY: Jonathan Wu, P.E., Interim Director of Public Works/City Engineer *JW*  
Ken Louie, Finance Director *KL*  
Ethelbert Doble, Assistant Engineer *ED*

SUBJECT: Traffic Signal Modification Design at Intersection of Manhattan Beach Blvd. and Hawthorne Blvd. - Consultant Selection and Agreement Approval for Design Services

## BACKGROUND

On May 2, 2018, City of Lawndale requested proposals from qualified civil engineering consulting firms to prepare Plans, Specifications and cost Estimates (PS&E) for the traffic signal and street improvements at the intersection of Manhattan Beach Blvd. and Hawthorne Blvd.

The project will provide a permissive/protected left-turn traffic signal that will improve the operational effectiveness and safety of the current left-turn configuration on Manhattan Beach Blvd., for both eastbound and westbound directions, at Hawthorne Blvd. This project will enhance traffic mobility along both corridors. Current recurring vehicle delays are being generated by 1) diminished view of the signal head displays by left-turning motorist causing stranded vehicles in the intersection, 2) lack of permissive/protected left-turn phasing to accommodate left-turn volume, and 3) ineffective and/or insufficiently clear traffic striping.

The project also includes the installation of battery back-up systems at each of the major intersections along Inglewood Ave. and Hawthorne Blvd. within the City. This is due to multiple power outages that the City experiences causing traffic gridlock at the intersections. Battery back-ups will help maintain traffic mobility, add signal functionality, and improve traffic safety during power outages.

## STAFF REVIEW

Following is a summary of the design cost proposals for the bidders and rank:

| Engineering Firm                      | Base Cost Proposal | Total Hours | Rank |
|---------------------------------------|--------------------|-------------|------|
| Hartzog & Crabill, Inc.<br>Tustin, CA | \$58,095           | 308         | 1    |
| Iteris, Inc.<br>Santa Ana, CA         | \$67,371           | 357         | 2    |

In evaluating the proposals, the Public Works staff considered the following key factors:

- Completeness of proposal, especially in relation to the scope of work, approach and description of the project team.
- Demonstrated understanding of the scope of work.
- Consultants comments on the proposed service agreement.
- Fee proposal

After reviewing the proposal data, staff determined Hartzog & Crabill, Inc.'s proposal has the most qualified comprehensive scope.

The scope of work consists of two particular items; 1) Left-turn traffic signal design modifications at the intersection of Manhattan Beach Blvd. and Hawthorne Blvd. 2) Installation of battery back-up units at the signalized intersections along both Hawthorne Blvd. and Inglewood Ave. within the city boundaries of Lawndale. The left-turn signal improvements will require the replacement, and possibly the relocation, of the existing east-west traffic signal support assemblies and footings in order to provide extended mast arms, new signal heads that will be visible for left-turning motorists and required traffic striping, signage and related appurtenances. Other work may include the reconstruction of the adjacent concrete sidewalk, and curb & gutter to accommodate American with Disabilities Act (ADA) accessibility.

#### LEGAL REVIEW

The City Attorney's Office has reviewed and approved the agreement for services as to form.

#### FISCAL IMPACT

The project design is included in the City's Fiscal Year 2018-19 Capital Improvement Program and will be funded under Ramp and Interchange Improvements (South Bay) of the Measure R Expenditure Plan.

#### RECOMMENDATION

Staff recommends that the City Council:

- Award a professional services agreement to Hartzog & Crabill, Inc. for a not-to-exceed amount of \$58,095 for the traffic signal and street improvements professional engineering services at intersection of Manhattan Beach Blvd. and Hawthorne Blvd; and for the installation of battery back-up units for traffic controllers along Hawthorne Blvd and Inglewood Ave.;
- Approve a ten percent (10 %) contingency of \$5,809.50 to pay the cost of unforeseen engineering work.

Attachments: Fee Proposal  
Contract Services Agreement



**FEE PROPOSAL**

CITY OF LAWNSDALE  
 CIVIL/TRAFFIC ENGINEERING SERVICES FOR THE TRAFFIC SIGNAL MODIFICATION  
 AT THE INTERSECTION OF MANHATTAN BEACH BLVD AND HAWTHORNE BLVD

| TASK   | DESCRIPTION  | NO. OF PLAN SHEETS | PRINCIPAL (Tram Hartzog) (Jerry Stock) \$175 per hour |                | REGISTERED LAND SURVEYOR \$160 per hour |                | SENIOR ENGINEER (Scott Ma) \$150 per hour |                | ASSOCIATE ENGINEER (Michael Vallado) \$145 per hour |                 | SENIOR DESIGNER (Dave Martorano) \$130 per hour |                 | SUB-CONSULTANT (DATA COLLECTION) * (POTHOLING) |                 | TOTAL      |                    |
|--|--|--------------------|---|----------------|---|----------------|---|----------------|---|-----------------|---|-----------------|--|-----------------|------------|--------------------|
|  |  |                    | Shts  | Hours          | \$                                      | Hours          | \$  | Hours          | \$  | Hours           | \$  | Hours           | \$   | Hours           | \$         | Hours              |
| 1  | Agreement for Professional Services and Insurance            |                    |   |                |   |                |   |                |   |                 |   |                 |  |                 | No Charge  | \$0.00             |
| 2  | Notice-to-Proceed / Pre-Design Meeting & Coordination        |                    | 1   | \$175.00       |   |                | 1   | \$150.00       | 1   | \$145.00        |   |                 |  |                 | 3.0        | \$470.00           |
| 3  | Data Collection (includes SWITRS preparation & field-review) |                    |   |                |   |                |   |                | 6   | \$870.00        |   |                 |  | \$865.00        | 6.0        | \$1,735.00         |
| 4  | Left-Turn Phasing Warrant Analysis Report                    |                    | 1   | \$175.00       |   |                |   |                | 12  | \$1,740.00      |   |                 |  |                 | 13.0       | \$1,915.00         |
| 5  | LOS Operational Analysis Report (via Synchro)                |                    | 2   | \$350.00       |   |                | 8   | \$1,200.00     | 24  | \$3,480.00      |   |                 |  |                 | 34.0       | \$5,030.00         |
| 6  | Develop Alternatives / Prepare Concept Plan                  | 1                  | 3   | \$525.00       |   |                | 8   | \$1,200.00     | 8   | \$1,160.00      | 16  | \$2,080.00      |  |                 | 35.0       | \$4,965.00         |
| 7  | Field Review for Design                                      |                    |   |                |   |                |   |                | 5   | \$725.00        | 5   | \$650.00        |  |                 | 10.0       | \$1,375.00         |
| 8  | Utility Research Coordination                                |                    |   |                |   |                | 1   | \$150.00       |   |                 | 3   | \$390.00        |  |                 | 4.0        | \$540.00           |
| 9  | Design Potholing *   |                    |   |                |   |                |   |                |   |                 |   |                 |  | \$13,200.00     |            | \$13,200.00        |
| 10   | Survey by Land Surveyor / ADA Curb Ramp Civil Design         | 1                  | 6   | \$1,050.00     | 20                                      | \$3,200        | 2   | \$300.00       | 2   | \$290.00        | 16  | \$2,080.00      |  |                 | 46.0       | \$6,920.00         |
| 11   | Traffic Signal Modification Plan Preparation                 | 1                  | 1   | \$175.00       |   |                | 6   | \$900.00       |   |                 | 24  | \$3,120.00      |  |                 | 31.0       | \$4,195.00         |
| 12   | Signing & Striping Plan Preparation                          | 1                  | 1   | \$175.00       |   |                | 4   | \$600.00       |   |                 | 16  | \$2,080.00      |  |                 | 21.0       | \$2,855.00         |
| 13   | Technical Provisions & Construction Cost Estimate            |                    | 1   | \$175.00       |   |                | 2   | \$300.00       | 12  | \$1,740.00      | 10  | \$1,300.00      |  |                 | 25.0       | \$3,515.00         |
| 14   | BBS Installation PS&E for (10) Other Traffic Signals         | Tech. Provisio     | 4   | \$700.00       |   |                | 8   | \$1,200.00     | 20  | \$2,900.00      | 36  | \$4,680.00      |  |                 | 68.0       | \$9,480.00         |
| 15   | Meeting Attendance   |                    | 4   | \$700.00       |   |                | 8   | \$1,200.00     |   |                 |   |                 |  |                 | 12.0       | \$1,900.00         |
| 16   | Bid & Construction Support                                   |                    |   |                |   |                |   |                |   |                 |   |                 |  |                 | No Charge  | \$0.00             |
| 17   | Basic 'Free' Traffic Signal Timing Sheets for 'Turn-On'      |                    |   |                |   |                |   |                |   |                 |   |                 |  |                 | No Charge  | \$0.00             |
| Reimbursables, Mileage, Reproduction, Miscellaneous. |  |                    |   |                |   |                |   |                |   |                 |   |                 |  |                 |            | 0.00               |
| <b>TOTAL NOT-TO-EXCEED FIXED DESIGN FEE:</b>         |  | <b>4</b>           | <b>24</b>   | <b>\$4,200</b> | <b>20</b>                               | <b>\$3,200</b> | <b>48</b>                                 | <b>\$7,200</b> | <b>90</b>   | <b>\$13,050</b> | <b>126</b>                                      | <b>\$16,380</b> | <b>0</b>                                       | <b>\$14,065</b> | <b>308</b> | <b>\$58,095.00</b> |

Notes: \* As shown, potholing is included in our above design fees, for our sub-contractor to determine actual locations & depths of underground utilities for new mast-arm pole foundations. HCI offers to complete the required potholing task at an additional average cost of \$1,650.00 per pothole. Eight (8) potholes are included in the fee shown above. If it is determined in the field, that more than eight potholes are required to clear the foundations, HCI will inform the City and proceed with extra potholes on a T&M basis.

**CITY OF LAWNSDALE**  
**CONTRACT SERVICES AGREEMENT FOR**  
**TRAFFIC SIGNAL MODIFICATION DESIGN AT INTERSECTION OF**  
**MANHATTAN BEACH BLVD. AND HAWTHORNE BLVD.**

This Contract Services Agreement ("Agreement") is made and entered into this 17<sup>th</sup> day of December, 2018, by and between the City of Lawndale, a municipal corporation ("City"), and Hartzog & Crabill, Inc., a California corporation ("Consultant"). The term Consultant includes professionals performing in a consulting capacity. The parties hereto agree as follows:

**1.0 SERVICES OF CONSULTANT**

1.1 Scope of Services. In compliance with all terms and conditions of this Agreement, Consultant shall provide the work and services specified in the "Scope of Services" attached hereto as *Exhibit "A"* and incorporated herein by this reference. Consultant warrants that all work or services set forth in the Scope of Services will be performed in a competent, professional and satisfactory manner.

1.2 Consultant's Proposal. The Scope of Services shall include the Consultant's proposal or bid which shall be incorporated herein by this reference as though fully set forth herein. In the event of any inconsistency between the terms of such proposal and this Agreement, the terms of this Agreement shall govern.

1.3 Compliance with Law. All work and services rendered hereunder shall be provided in accordance with all ordinances, resolutions, statutes, rules, and regulations of the City and any Federal, State or local governmental agency having jurisdiction.

1.4 Licenses, Permits, Fees and Assessments. Consultant shall obtain at its sole cost and expense, such licenses, permits and approvals as may be required by law for the performance of the services required by this Agreement. Consultant shall have the sole obligation to pay for any fees, assessments, taxes, including applicable penalties and interest, which may be imposed by law and arise from or are necessary for the Consultant's performance of the services required by this Agreement; and shall indemnify, defend and hold harmless City against any claim for such fees, assessments, taxes, penalties or interest levied, assessed or imposed against City hereunder.

1.5 Familiarity with Work. By executing this Agreement, Consultant warrants that Consultant (a) has thoroughly investigated and considered the scope of services to be performed, (b) has carefully considered how the work and services should be performed, and (c) fully understands the facilities, difficulties and restrictions attending performance of the services under this Agreement.

1.6 Additional Services. City shall have the right at any time during the performance of the services, without invalidating this Agreement, to order extra work beyond that specified in the Scope of Services or make changes by altering, adding to or deducting from said work. No

such extra work may be undertaken unless a written order is first given by the Contract Officer to the Consultant, incorporating therein any adjustment in (i) the Contract Sum, and/or (ii) the time to perform this Agreement, which said adjustments are subject to the written approval of the Consultant. Any increase in compensation must be approved by the City Council. It is expressly understood by Consultant that the provisions of this Section shall not apply to services specifically set forth in the Scope of Services or reasonably contemplated therein. Consultant hereby acknowledges that it accepts the risk that the services to be provided pursuant to the Scope of Services may be more costly or time consuming than Consultant anticipates and that Consultant shall not be entitled to additional compensation therefor.

1.7 Special Requirements. Additional terms and conditions of this Agreement, if any, which are made a part hereof are set forth in the "Special Requirements" attached hereto as *Exhibit "B"* and incorporated herein by this reference. In the event of a conflict between the provisions of *Exhibit "B"* and any other provisions of this Agreement, the provisions of *Exhibit "B"* shall govern.

1.8 Environmental Laws. Consultant shall comply with all applicable environmental laws, ordinances, codes and regulations of Federal, State, and local governments. Consultant shall also comply with all applicable mandatory standards and policies relating to energy efficiency.

## 2.0 COMPENSATION

2.1 Contract Sum. For the services rendered pursuant to this Agreement, Consultant shall be compensated in accordance with the "Schedule of Compensation" attached hereto as *Exhibit "C"* and incorporated herein by this reference, but not exceeding the maximum contract amount of Fifty Eight Thousand Ninety Five dollars (\$ 58,095.00) ("Contract Sum"), except as provided in Section 1.6. The method of compensation may include: (i) a lump sum payment upon completion, (ii) payment in accordance with the percentage of completion of the services, (iii) payment for time and materials based upon the Consultant's rates as specified in the Schedule of Compensation, but not exceeding the Contract Sum or (iv) such other methods as may be specified in the Schedule of Compensation. Compensation may include reimbursement for actual and necessary expenditures approved by the Contract Officer in advance if specified in the Schedule of Compensation. The Contract Sum shall include the attendance of Consultant at all project meetings reasonably deemed necessary by the City.

Consultant agrees that if Consultant becomes aware of any facts, circumstances, techniques, or events that may or will materially increase or decrease the cost of the work or services or, if Consultant is providing design services, the cost of the project being designed, Consultant shall promptly notify the Contract Officer of said fact, circumstance, technique or event and the estimated increased or decreased cost related thereto and, if Consultant is providing design services, the estimated increased or decreased cost estimate for the project being designed.

2.2 Method of Payment. Unless some other method of payment is specified in the Schedule of Compensation, in any month in which Consultant wishes to receive payment, no later than the first (1st) working day of such month, Consultant shall submit to the City, in a form

approved by the City's Director of Finance, an invoice for services rendered prior to the date of the invoice. Except as provided in Section 7.2, City shall pay Consultant for all expenses stated thereon which are approved by City pursuant to this Agreement generally within thirty (30) days, and no later than forty-five (45) days, from the submission of an invoice in an approved form.

2.3 Availability of Funds. It is mutually understood between the parties that this Agreement is valid and enforceable only if sufficient funds are made available by the City Council of the City for the purposes of this Agreement. The availability of funding is affected by matters outside the City's control, including other governmental entities. Accordingly, the City has the option to void the whole Agreement or to amend the Agreement to reflect unanticipated reduction in funding for any reason.

### **3.0 PERFORMANCE SCHEDULE**

3.1 Time of Essence. Time is of the essence in the performance of this Agreement.

3.2 Schedule of Performance. Consultant shall commence and shall perform all services within the time period(s) established in the "Schedule of Performance" attached hereto as *Exhibit "D"*, if any, and incorporated herein by this reference.

3.3 Force Majeure. The time period(s) specified in the Schedule of Performance for performance of the services rendered pursuant to this Agreement shall be extended because of any delays due to unforeseeable causes beyond the control and without the fault or negligence of the Consultant, including, but not restricted to, acts of God or of the public enemy, unusually severe weather, fires, earthquakes, floods, epidemics, quarantine restrictions, riots, strikes, freight embargoes, wars, litigation, and/or acts of any governmental agency, including the City, if the Consultant shall, within ten (10) days of the commencement of such delay, notify the Contract Officer in writing of the causes of the delay. The Contract Officer shall ascertain the facts and the extent of delay and extend the time for performing the services for the period of the enforced delay when and if, in the judgment of the Contract Officer, such delay is justified. The Contract Officer's determination shall be final and conclusive upon the parties to this Agreement. In no event shall Consultant be entitled to recover damages against the City for any delay in the performance of this Agreement, however caused; Consultant's sole remedy being extension of the Agreement pursuant to this Section.

3.4 Term. Unless earlier terminated in accordance with Section 7.4 below, this Agreement shall begin on December 17, 2018 and continue in full force and effect until completion of the services no later than May 31, 2019.

### **4.0 COORDINATION OF WORK**

4.1 Representative of Consultant. Trammell Hartzog, is hereby designated as being the representative of Consultant authorized to act on its behalf with respect to the work or services specified herein and to make all decisions in connection therewith.

It is expressly understood that the experience, knowledge, capability and reputation of the representative was a substantial inducement for City to enter into this Agreement. Therefore, the representative shall be responsible during the term of this Agreement for directing all activities

of Consultant and devoting sufficient time to personally supervise the services hereunder. For purposes of this Agreement, the representative may not be replaced nor may his responsibilities be substantially reduced by Consultant without the express written approval of City.

4.2 Contract Officer. The City's City Manager is hereby designated as the representative of the City authorized to act in its behalf with respect to the work and services and to make all decisions in connection therewith ("Contract Officer"). It shall be the Consultant's responsibility to assure that the Contract Officer is kept informed of the progress of the performance of the services and the Consultant shall refer any decisions which must be made by City to the Contract Officer. The City may designate another Contract Officer by providing written notice to Consultant.

4.3 Prohibition Against Subcontracting or Assignment. The experience, knowledge, capability and reputation of Consultant, its principals and employees were a substantial inducement for the City to enter into this Agreement. Therefore, Consultant shall not contract with any other entity to perform in whole or in part the services required hereunder without the express written approval of the City. In addition, neither this Agreement nor any interest herein may be transferred or assigned without the prior written approval of City. Transfers restricted hereunder shall include the transfer to any person or group of persons acting in concert of more than twenty five percent (25%) of the present ownership and/or control of Consultant taking all transfers into account on a cumulative basis. A prohibited transfer or assignment shall be void. No approved transfer shall release the Consultant or any surety of Consultant of any liability hereunder without the express consent of City.

4.4 Independent Contractor. Neither the City nor any of its employees shall have any control over the manner or means by which Consultant, its agents or employees, perform the services required herein, except as otherwise set forth herein. Consultant shall perform all services required herein as an independent contractor of City and shall remain under only such obligations as are consistent with that role. Consultant shall not at any time or in any manner represent that it or any of its agents or employees are agents or employees of City. City shall not in any way or for any purpose become or be deemed to be a partner of Consultant in its business or otherwise or a joint venturer or a member of any joint enterprise with Consultant.

## **5.0 INSURANCE AND INDEMNIFICATION**

5.1 Insurance. Consultant shall procure and maintain, at its sole cost and expense, in a form and content satisfactory to City, during the entire term of this Agreement including any extension thereof, the following policies of insurance:

(a) Commercial General Liability Insurance. A policy of commercial general liability insurance using Insurance Services Office "Commercial General Liability" policy form CG 00 01, with an edition date prior to 2004, or the exact equivalent. Coverage for an additional insured shall not be limited to its vicarious liability. Defense costs must be paid in addition to limits. Limits shall be no less than \$1,000,00.00 per occurrence for all covered losses and no less than \$2,000,000.00 general aggregate.

(b) Workers' Compensation Insurance. A policy of workers' compensation insurance on a state-approved policy form providing statutory benefits as required by law with employer's liability limits no less than \$1,000,000 per accident for all covered losses.

(c) Automotive Insurance. A policy of comprehensive automobile liability insurance written on a per occurrence basis in an amount not less than \$1,000,000.00 per accident, combined single limit. Said policy shall include coverage for owned, non owned, leased and hired cars.

(d) Professional Liability or Error and Omissions Insurance. A policy of professional liability insurance in an amount not less than \$1,000,000.00 per claim with respect to loss arising from the actions of Consultant performing professional services hereunder on behalf of the City.

All of the above policies of insurance shall be primary insurance. The general liability policy shall name the City, its officers, employees and agents ("City Parties") as additional insureds and shall waive all rights of subrogation and contribution it may have against the City and the City's Parties and their respective insurers. Moreover, the insurance policy must specify that where the primary insured does not satisfy the self-insured retention, any additional insured may satisfy the self-insured retention. All of said policies of insurance shall also provide that said insurance may be not cancelled without providing ten (10) days prior written notice by registered mail to the City. In the event any of said policies of insurance are cancelled or amended, Consultant shall, prior to the cancellation or amendment date, submit new evidence of insurance in conformance with this Section 5.1 to the Contract Officer. No work or services under this Agreement shall commence until Consultant has provided City with Certificates of Insurance or appropriate insurance binders evidencing the above insurance coverages and said Certificates of Insurance or binders are approved by City.

Consultant agrees that the provisions of this Section 5.1 shall not be construed as limiting in any way the extent to which Consultant may be held responsible for the payment of damages to any persons or property resulting from Consultant's activities or the activities of any person or persons for which Consultant is otherwise responsible. If the Consultant's insurance policies have higher limits and coverage than those required by this contract, the City will have access to those higher limits and coverage maintained by the Consultant.

The insurance required by this Agreement shall be satisfactory only if issued by companies qualified to do business in California, rated "A" or better in the most recent edition of Best Rating Guide or The Key Rating Guide, and only if they are of a financial category Class VII or better, unless such requirements are waived by the Risk Manager of the City due to unique circumstances.

In the event that the Consultant is authorized to subcontract any portion of the work or services provided pursuant to this Agreement, the contract between the Consultant and such subcontractor shall require the subcontractor to maintain the same policies of insurance that the Consultant is required to maintain pursuant to this Section 5.1.

## 5.2 Indemnification.

(a) Indemnity for Design Professional Liability. When the law establishes a professional standard of care for Consultant's services, to the fullest extent permitted by law, and except for the statutory limits set forth under California Civil Code Section 2782,8 applicable to services provided by a "design professional", Consultant shall indemnify, defend and hold harmless City and the City's Parties from and against any and all losses, liabilities, damages, costs and expenses, including attorneys' fees and costs to the extent same are caused in whole or in part by any negligent or wrongful act, error or omission of Consultant, its officers, agents, employees of subcontractors (or any entity or individual for which Consultant shall bear legal liability) in the performance of professional services under this Agreement.

(b) Indemnity for Other Than Design Professional Liability. Other than in the performance of design professional services and to the full extent permitted by law, Consultant shall indemnify, defend and hold harmless City and City's Parties from and against any liability (including liability for claims, suits, actions, losses, expenses or costs of any kind, whether actual, alleged or threatened, including attorneys' fees and costs, court costs, defense costs and expert witness fees), where the same arise out of, are a consequence of, or are in any way attributable to, in whole or in part, the performance of this Agreement by Consultant or by any individual or entity for which Consultant is legally liable, including but not limited to officers, agents, employees or subcontractors of Consultant.

## **6.0 RECORDS AND REPORTS**

6.1 Reports. Consultant shall periodically prepare and submit to the Contract Officer such reports concerning the performance of the services required by this Agreement as the Contract Officer shall require.

6.2 Records. Consultant shall keep, and require subcontractors to keep, such books and records as shall be necessary to perform the services required by this Agreement and enable the Contract Officer to evaluate the performance of such services. The Contract Officer shall have full and free access to such books and records at all times during normal business hours of City, including the right to inspect, copy, audit and make records and transcripts from such records. Such records shall be maintained for a period of three (3) years following completion of the services hereunder, and the City shall have access to such records in the event any audit is required.

6.3 Ownership of Documents. All drawings, specifications, reports, records, documents and other materials prepared by Consultant, its employees, subcontractors and agents in the performance of this Agreement shall be the property of City and shall be delivered to City upon request of the Contract Officer or upon the termination of this Agreement and Consultant shall have no claim for further employment or additional compensation as a result of the exercise by City of its full rights of ownership of such documents and materials. Consultant may retain copies of such documents for its own use and Consultant shall have an unrestricted right to use the concepts embodied therein. Any use of such completed documents by City for other projects and/or use of uncompleted documents without specific written authorization by the Consultant will be at the City's sole risk and without liability to Consultant and the City shall indemnify the Consultant for all damages resulting therefrom. All subcontractors shall provide for assignment

to City of any documents or materials prepared by them, and in the event Consultant fails to secure such assignment, Consultant shall indemnify City for all damages resulting therefrom.

## **7.0 ENFORCEMENT OF AGREEMENT**

7.1 California Law. This Agreement shall be construed and interpreted both as to validity and to performance of the parties in accordance with the laws of the State of California. Legal actions concerning any dispute, claim or matter arising out of or in relation to this Agreement shall be instituted in the Superior Court of the County of Los Angeles, State of California, or any other appropriate court in such county, and Consultant agrees to submit to the personal jurisdiction of such court in the event of such action.

7.2 Retention of Funds. Consultant hereby authorizes City to deduct from any amount payable to Consultant (whether or not arising out of this Agreement) (i) any amounts the payment of which may be in dispute hereunder or which are necessary to compensate City for any losses, costs, liabilities, or damages suffered by City, and (ii) all amounts for which City may be liable to third parties, by reason of Consultant's acts or omissions in performing or failing to perform Consultant's obligation under this Agreement. In the event that any claim is made by a third party, the amount or validity of which is disputed by Consultant, City may withhold from any payment due, without liability for interest because of such withholding, an amount sufficient to cover such claim. The failure of City to exercise such right to deduct or to withhold shall not, however, affect the obligations of the Consultant to insure, indemnify, and protect City as elsewhere provided herein.

7.3 Waiver. No delay or omission in the exercise of any right or remedy by a non-defaulting party on any default shall impair such right or remedy or be construed as a waiver. A party's consent to or approval of any act by the other party requiring the party's consent or approval shall not be deemed to waive or render unnecessary the other party's consent to or approval of any subsequent act. Any waiver by either party of any default must be in writing and shall not be a waiver of any other default concerning the same or any other provision of this Agreement.

7.4 Termination Prior to Expiration of Term. Either party may terminate this Agreement at any time, with or without cause, upon thirty (30) days' written notice to the other party. Upon receipt of any notice of termination, Consultant shall immediately cease all work or services hereunder except such as may be specifically approved by the Contract Officer. Consultant shall be entitled to compensation for the reasonable value of the work product actually produced prior to the effective date of the notice of termination and for any services authorized by the Contract Officer thereafter in accordance with the Schedule of Compensation and City shall be entitled to reimbursement for any compensation paid in excess of the services rendered.

7.5 Completion of Work After Termination for Default of Consultant. If termination is due to the failure of the Consultant to fulfill its obligations under this Agreement, City may, after compliance with the provisions of Section 7.2, take over the work and prosecute the same to completion by contract or otherwise, and the Consultant shall be liable to the extent that the total cost for completion of the services required hereunder exceeds the compensation herein

stipulated (provided that the City shall use reasonable efforts to mitigate such damages), and City may withhold any payments to the Consultant for the purpose of set-off or partial payment of the amounts owed the City as previously stated.

7.6 Attorneys' Fees. If either party to this Agreement is required to initiate or defend or made a party to any action or proceeding in any way connected with this Agreement, the prevailing party in such action or proceeding, in addition to any other relief which may be granted, shall be entitled to reasonable attorneys' fees, whether or not the matter proceeds to judgment, and to all other reasonable costs for investigating such action, taking depositions and discovery, including all other necessary costs the court allows which are incurred in such litigation.

## **8.0 CITY OFFICERS AND EMPLOYEES: NON-DISCRIMINATION**

8.1 Non-liability of City Officers and Employees. No officer or employee of the City shall be personally liable to the Consultant, or any successor in interest, in the event of any default or breach by the City or for any amount which may become due to the Consultant or to its successor, or for breach of any obligation of the terms of this Agreement.

8.2 Conflict of Interest; City. No officer or employee of the City shall have any financial interest in this Agreement nor shall any such officer or employee participate in any decision relating to the Agreement which affects his financial interest or the financial interest of any corporation, partnership or association in which he is interested, in violation of any State statute or regulation.

8.3 Conflict of Interest; Consultant. Consultant warrants that it has not paid or given and will not pay or give any third party any money or other consideration for obtaining this Agreement. Consultant shall comply with all conflict of interest laws and regulations including, without limitation, City's Conflict of Interest Code which is on file in the City Clerk's office. Accordingly, should the City Manager determine that Consultant will be performing a specialized or general service for the City and there is substantial likelihood that the Consultant's work product will be presented, either written or orally, for the purpose of influencing a governmental decision, the Consultant and its officers, agents or employees, as applicable, shall be subject to the City's Conflict of Interest Code.

8.4 Covenant Against Discrimination. Consultant covenants that, by and for itself, its executors, assigns, and all persons claiming under or through them, that there shall be no discrimination against or segregation of, any person or group of persons on account of race, color, creed, religion, sex, marital status, national origin, or ancestry in the performance of this Agreement. Consultant shall take affirmative action to insure that applicants are employed and that employees are treated during employment without regard to their race, color, creed, religion, sex, marital status, national origin or ancestry.

## **9.0 MISCELLANEOUS PROVISIONS**

9.1 Notice. Any notice or other communication either party desires or is required to give to the other party or any other person shall be in writing and either served personally or sent by prepaid, first-class mail, in the case of the City, to the City Manager and to the attention of the

Contract Officer, City of Lawndale, 14717 Burin Avenue, Lawndale, California 90260, and in the case of the Consultant, to the person at the address designated on the execution page of this Agreement. Either party may change its address by notifying the other party of the change of address in writing. Notice shall be deemed communicated at the time personally delivered or in seventy-two (72) hours from the time of mailing if mailed as provided in this Section.

9.2 Interpretation. The terms of this Agreement shall be construed in accordance with the meaning of the language used and shall not be construed for or against either party by reason of the authorship of this Agreement or any other rule of construction which might otherwise apply.

9.3 Integration; Amendment. It is understood that there are no oral agreements between the parties hereto affecting this Agreement and this Agreement supersedes and cancels any and all previous negotiations, agreements and understandings, if any, between the parties, and none shall be used to interpret this Agreement. This Agreement may be amended at any time by an instrument in writing signed by both parties.

9.4 Severability. Should a portion of this Agreement be declared invalid or unenforceable by a judgment or decree of a court of competent jurisdiction, such invalidity or unenforceability shall not affect any of the remaining portions of this Agreement which are hereby declared as severable and shall be interpreted to carry out the intent of the parties unless the invalid provision is so material that its invalidity deprives either party of the basic benefit of their bargain or renders this Agreement meaningless.

9.5 Corporate Authority. The persons executing this Agreement on behalf of the parties hereto warrant that (i) such party is duly organized and existing, (ii) they are duly authorized to execute and deliver this Agreement on behalf of said party, (iii) by so executing this Agreement, such party is formally bound to the provisions of this Agreement, and (iv) the entering into this Agreement does not violate any provision of any other Agreement to which said party is bound.

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

**CITY:**  
CITY OF LAWNDALE,  
a municipal corporation

By: \_\_\_\_\_  
Robert Pullen Miles, Mayor

ATTEST:

\_\_\_\_\_  
Rhonda Hofmann Gorman, City Clerk

APPROVED AS TO FORM:  
Aleshire & Wynder, LLP

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Tiffany J. Israel, City Attorney

**CONSULTANT:**

Hartzog & Crabill, Inc., a California corporation

By: \_\_\_\_\_

Name: Trammell Hartzog,

Title: President

By: \_\_\_\_\_

Name: Gerald Stock

Title: Secretary

Address: 17852 E. 17<sup>th</sup> Street, Suite 101

Tustin, CA 92780

## EXHIBIT "A"

### SCOPE OF SERVICES

The Consultant shall provide engineering services for the design modification of traffic signal(s) at the intersection of Manhattan Beach Boulevard and Hawthorne Boulevard located within the City ("Subject Intersection"). Consultant's scope of services is more fully described in the following tasks:

#### **Task 1 – Agreement for Professional Services and Insurance**

Upon award of this design project, Consultant will execute this Agreement and provide to the City an updated certificate of insurance in accordance with this Agreement.

#### **Task 2 – Notice-To-Proceed / Pre-Design Meeting & Coordination**

Consultant shall schedule and attend a pre-design conference with the City's Engineering staff to further discuss the proposed project plan, design objectives, scope, schedule, relevant issues and projects, and current design standards. At this meeting, substructure, right-of-way information, City design standards, City utility contact list, and other existing documentation, including existing timing sheets, will be requested/gathered from the City for use in the analyses/initial design effort of the base drawings.

#### **Task 3 – Data Collection**

Consultant will collect peak-hour vehicular turning movement counts and left-turn delay data at the Subject Intersection for one (1) midweek day. Pedestrian and bicycle counts will also be included in the data collection. This weekday traffic volume data will be collected in order to evaluate the highest left-turn volumes vs. the opposing through volumes for the minimum traffic volume warrant as well as the delay criteria.

Consultant will also obtain latest intersection collision data that is available via the Internet Statewide Integrated Traffic Records System (i-SWITRS) website. Consultant will also request/gather existing posted and available 85<sup>th</sup> percentile speed data from the City, existing traffic signal timing sheets, and any other intersection or roadway records the City can provide pertaining to the Subject Intersection

Consultant will also field-review the Subject Intersection to verify existing conditions. A sight distance assessment will be included to determine if sufficient sight distance is provided for eastbound and westbound left-turning vehicles, when looking for a gap in oncoming traffic.

#### **Task 4 – Left-Turn Phasing Warrant Analysis Report**

Consultant will perform a Left-Turn Phasing Warrant Analysis for the east-west approaches to the Subject Intersection. The analysis will involve applying all data collected for the Subject Intersection to the Left-Turn Phasing guidelines contained in Section 4D.19 of the California Manual on Uniform Traffic Control Devices ("California MUTCD"). In addition, Consultant

will also include analysis of the Highway Capacity Manual and Institute of Transportation Engineers Traffic Engineering Handbook guidelines since some diversity exists between these references regarding left-turn phasing guidelines.

Consultant will then provide the City with a summary report containing their findings and recommendations relative to the possible installation of protected left-turn phasing for the Manhattan Beach Boulevard approaches (Hawthorne Boulevard already has fully-protected left turn phasing).

### **Task 5 – Level-of-Service (LOS) Operational Analysis Report**

Consultant will conduct an LOS operational analysis of the Subject Intersection using the Synchro 10 software. Consultant will develop an operational analysis to determine the best operation for this Subject Intersection (i.e., review permissive-protected phasing and fully-protected left-turn phasing with single and dual left-turn conditions).

The result of this traffic study will be used to predict Subject Intersection level-of-service (LOS) and queuing for existing and proposed traffic signal operation conditions. Consultant will evaluate and include recommendations on proposed median geometry (i.e., length, width, openings, left-turn pocket, storage length, etc.).

Consultant will evaluate the traffic flows by using the peak-hour turning movement vehicular and pedestrian traffic counts. Consultant will use the newly-collected AM/PM peak-hour intersection traffic count data (7-9 AM & 4-6 PM periods) to input and evaluate/determine storage length for applicable storage pockets for the approaches based on existing traffic volume needs.

A draft report summarizing the result of this analysis will be prepared by a California Registered Professional Engineer, and submitted to the City for review. The report will be suitably documented with text, tabular and graphical material, along with a summary of results and recommendations. After incorporating any City comments, Consultant will submit a final analysis report for the City's ultimate approval.

### **Task 6 – Develop Alternatives / Prepare Concept Plans**

Based on the LOS operational analysis, Consultant will prepare exhibits of each proposed condition and full-size concept plan of the recommended condition, showing the proposed signalized configuration at the Subject Intersection.

Consultant will superimpose the existing hardscape improvements and signing & striping configuration on a current aerial images of the Subject Intersection, and provide a full-size concept layout drawing (1" = 20') to document the preferred and recommended striping configurations and roadway features, including existing and proposed sidewalks, curb & gutter, driveways, and ramps.

Consultant will also include truck turning templates on the concept plan to show if trucks will be able to turn properly, especially under the dual left-turn lane conditions. This will also be used to

determine if any median modification work will be required in order to provide sufficient room for the turning movements.

Consultant will submit the recommended conceptual drawing to the City for review, along with a construction cost estimate for the drawing improvements. After incorporating any City comments, Consultant will submit a concept drawing and cost estimate for the City's ultimate approval.

### **Task 7 – Field Review for Design**

Consultant will complete the necessary field-review work at the Subject Intersection to re-verify existing conditions. The field assessment will include the following intersection characteristics:

- Field-verify existing traffic signal poles/conduit for the east-west approaches on existing plans.
- Field-verify existing signing and striping shown on existing plans.
- Field-review of locations for applicable topographic features, above and below ground.
- Locate existing utilities above and below ground, and identify any possible conflicts.
- Identify existing electrical service location.
- Review existing curb ramps and determine upgrade to current Americans with Disabilities Act (“ADA”) standards.

### **Task 8 – Utility Research Coordination**

As part of the project utility research coordination, Consultant will include the following:

- A 60%-complete base drawing of the traffic signal modification plan for the Subject Intersection will be completed by incorporating information obtained from site visit with the existing street improvement plans.
- Prepare utility notification letters for all affected utilities at the Subject Intersection to be reviewed and approved for mailing and feedback. Upon mailing, the 60% base drawing will be included in the correspondence. Consultant will handle responses to each notice.
- Included in the correspondence will be the Consultant's submittal request to Southern California Edison (“SCE”) for determination of the new traffic signal's electrical service point (may not be applicable for this project). Consultant will also complete SCE's application forms for new electrical on the City's behalf (as owner) for review, and, upon the City's approved signature, will mail these forms to the appropriate electrical service planner at SCE.
- Research, identify, and incorporate applicable utility facilities (both underground and overhead) within the limits of the proposed improvements on the base drawing.

## **Task 9 – Design Potholing**

Consultant realizes that new traffic signal pole foundation can have issues when digging for utilities. As part of the preliminary traffic signal design, specifically to determine the location of the new larger signal pole foundations where a high probability for conflict exist, Consultant will sub-contract with Bess Test Lab, Inc., or any other certified potholing company subject to the City's approval, to complete eight (8) potholes (up to two for each corner and median).

This will verify that the larger, deeper traffic signal pole foundations being designed will be accommodated in the sidewalk area and prevent having to relocate pole placement during construction, or worst-case, prevent having to re-order new traffic signal poles/arms causing delay and extra costs. Hence, potholing will determine the precise location of underground utilities for the pole foundations being considered before final design. Consultant will provide potholing sub-contractor with a pothole request list identifying the pothole number and horizontal location. Sub-contractor will then perform utility potholes using air-vacuum excavation at predetermined locations to document the precise horizontal and vertical position of existing utilities within the investigation area. Data collected as a result of potholing activities will be presented in a Portable Document Format ("PDF") report that will include: utility type, size, material, depth and pictures of the exposed utility. Pothole location (in the field) will be marked with wooden lath and ribbon marked with the pothole number, utility size and depth or MAG nail with pertinent utility data annotated on the ground surface. Once the utility data has been collected, the pothole will be restored to its previous condition using native backfill and the appropriate surface restoration materials. Sub-contractor will include one-day of work to perform the potholing which will include mobilization, traffic control, replacing native backfill and a concrete patch for each authorized pothole. Potholing beyond the eight (8) potholes described above will be extra, billed on a time and material basis, subject to the City's approval, and will require an amendment to this Agreement.

## **Task 10 – Survey by Registered Land Surveyor / ADA Curb Ramp Civil Design**

Consultant staff will begin design work for any updated/new ADA curb ramps by conducting a topographic survey to obtain additional data necessary for the preparation of a base civil plan of the Subject Intersection and horizontal control, as well as ensure positive drainage is maintained. Consultant will complete a topographic survey prepared by a Registered Land Surveyor for all the existing intersection curb returns (beginning of Curb Return to End of Curb Return) and medians, including applicable pullboxes, vaults, meters, poles, lights, and other right-of-way improvements. The survey will extend 25' from each side of the existing curb returns.

In addition to the horizontal control elements, elevations of top of street surfaces/curbs, flow lines, gutters, and roadway surface within 24" of the gutter will be surveyed. Consultant's land surveyor will prepare a scaled plot of the field survey produced in AutoCAD, which will include applicable grading and drainage details. Consultant will use the base survey plans to prepare a 90% and 100%-complete curb ramp civil plan for the Subject Intersection, including City-specified 'yellow' truncated domes. The civil plans will be prepared at 1"=5' scale and include detailing the grades, percentages, and slopes to meet current ADA requirements. All civil work will be designed in conformance with the American Public Works Association (APWA) Standard Plans for Public Works Construction, Standard Specifications

for Public Works Construction (Greenbook) and will be compliant with the City's most current design standards and technical provisions. Consultant will submit this civil plan sheet to the City for review/final approval.

### **Task 11 – Traffic Signal Modification Plan Preparation**

Upon receipt of the existing traffic signal, signing & striping, and street improvement plans from the City, as well as the updated utility information, Consultant will then begin to prepare a preliminary traffic signal modification plan for the Subject Intersection that will conform to the City's request for proposal ("RFP") requirements. Consultant will also check existing right-of-way in relation to the proposed signal design and take existing intersection geometry into consideration and other factors that may influence the design or operation of the full traffic signal system. If additional right-of-way is required, Consultant will notify the City of the need.

#### 90% Design Plan

A preliminary 90%-complete traffic signal modification plan will be prepared for the Subject Intersection, which will improve operations, safety, and enhance mobility by including permissive-protected left-turn phasing so that left-turning vehicles are not stranded in the Subject Intersection. Consultant will also include a new battery backup systems ("BBS"), as well as light emitting diode (LED) safety lighting for newer mast-arm signal poles.

Per field observations, there is existing wireless communications equipment at the Subject Intersection that likely connects with the adjacent signalized intersections in each direction. Consultant will coordinate with LA County Department of Public Works-Traffic Division for the latest compatible wireless equipment requirements and obtain existing traffic signal phasing/synchronization parameters, in order to insert the newly modified intersection into existing time-space diagrams. Consultant will incorporate applicable notes to include new wireless radio devices (or re-use existing) at the project traffic signal for interconnect capability of time-base coordination along both intersecting streets, in order to avoid traffic backups.

All proposed signal work shown on the signal modification plan will be designed in conformance with Sections 86 and 87 of the State of California Department of Transportation ("Caltrans") Specifications and Standard Plans, 2015 Edition, and will also be compliant with the City's design standards, and applicable technical provisions. The traffic signal modification plan will include: General and construction notes, NEMA phase diagram, conductor, detector and pole schedules, and other details necessary for construction. The traffic signal modification plan will be prepared at 20-scale using AutoCAD and plotted on a 'D' size (24"x36") sheet using the standard City title block.

Consultant will provide two (2) copies of the 90%-complete progress submittal traffic signal modification plan to the City for design review and comment. Comments received during this review will be incorporated into the following submittal.

### 100% Design Plan Completion

Upon final review and approval by the City, a 100%-complete final traffic signal modification plan will be submitted. Electronic copies of all submittal documents will also be provided in PDF format. The final products will include two (2) final full-size bond-paper copies of the traffic signal modification plan and a reproducible black line “original” Mylar plan signed and sealed by a California licensed Civil and Traffic Engineer.

### **Task 12 – Signing and Striping Plan Preparation**

#### 90% Design Plan

Consultant will prepare a separate preliminary signing and striping plan for the Subject Intersection that will show all existing locations and types of signs, striping, and markings that are to remain; existing signs, striping and markings that are to be removed; and new signs, striping, and markings that are to be installed. The separate signing and striping plan is required at this Subject Intersection to accurately show the removal of certain existing striping/markings, signs, and other removals, as well as any new intersection striping and signing required upon modification to the new phasing operation.

The signing and striping plan will be prepared at 40-scale (typical scale for striping plans) using AutoCAD and plotted on a ‘D’ size (24”x36”) sheet with standard City title block. All striping work shown on the preliminary striping plan will be designed in conformance with the Caltrans Standard Plans, 2015 Edition, and the latest edition of the California MUTCD.

Consultant will submit the 90% signing and striping plan to the City for review. Upon review and final approval by the City of the 90% signing and striping plan, a final plan will be submitted.

#### 100% Design Plan Completion

Upon final review and approval by the City, a 100%-complete final signing and striping plan will be submitted. Electronic copies of all submittal documents will also be provided in PDF format. The final products will include two (2) final bond-copies of the signing and striping plan and a reproducible black line “original” Mylar plan signed and sealed by a California licensed Civil and Traffic Engineer.

### **Task 13 – Technical Provisions & Construction Cost Estimates**

The final products will also include a complete set of the traffic signal and signing/striping technical provisions prepared to accompany the traffic signal modification plan set, which will be in compliance with the City’s design standards.

Consultant will also prepare an engineer’s construction cost estimate, along with construction item list with quantity extensions and definitions suitable for bidding for all work shown on

the plans. Electronic copies of these submittal documents will also be provided in Word and PDF formats.

**Task 14 – BBS Installation PS & E for Ten (10) Other Traffic Signals**

In addition to the Subject Intersection, Consultant understands that the City is looking to install new BBS at each of the major intersections along both Hawthorne Boulevard and Inglewood Avenue. This is due to many of the traffic signals on these two corridors experiencing power outages multiple times per year. In addition to the project at the Subject Intersection, there are ten (10) other signalized intersections to be installed with new BBS. Consultant will begin this task by completing a field-review to verify and/or document existing equipment features at each of the following intersections:

1. Hawthorne Boulevard @ 147<sup>th</sup> Street
2. Hawthorne Boulevard @ 154<sup>th</sup> Street
3. Hawthorne Boulevard @ 166<sup>th</sup> Street
4. Hawthorne Boulevard @ 169<sup>th</sup> Street
5. Hawthorne Boulevard @ Marine Avenue
6. Hawthorne Boulevard @ South of 166<sup>th</sup> Street
7. Hawthorne Boulevard @ 162<sup>nd</sup> Street
8. Inglewood Avenue @ Marine Avenue
9. Inglewood Avenue @ 166<sup>th</sup> Street
10. Inglewood Avenue @ Manhattan Beach Boulevard

Consultant understands that some of the BBS will require to be installed on a separate poured foundation, instead of side-mounted on the existing traffic signal cabinets, due to ADA path of travel constraints.

Consultant will prepare BBS technical provisions that will include a spreadsheet in table form with all project intersections listed above. The technical provisions will include the necessary notes and specifications for the proper installation of BBS assemblies at these ten (10) project intersections.

Each BBS assembly will include the BBS inverter, power transfer relay, inverter and generator bypass switches, generator plug, “on-battery” warning light, four batteries and applicable equipment inside an external BBS cabinet (side-mounted or pedestal-mounted as applicable).

Consultant will prepare the table alphabetized on a per intersection basis. Consultant will then incorporate this table into the signal modification technical provisions, and submit the 90%-complete specifications package to the City for review.

Upon review/approval by the City of the 90% technical provisions submittal, a 100%-complete set of the technical provisions with construction estimate will be prepared and submitted, including construction item lists with quantity extensions and definitions suitable for bidding.

### **Task 15 – Meeting Attendance**

Consultant will be available to attend the following four (4) project coordination meetings with City personnel:

- Two (2) progress meetings during the analyses/design phase. Consultant will attend these progress meetings to provide City staff with updates on the project, concerns, problems, and accomplishments.
- One (1) Pre-Construction meeting to begin the actual construction phase, held at the City with the awarded contractor.
- One (1) meeting during the construction phase to be held in the field.

### **ADDED VALUE SERVICES**

Consultant will also provide the following value-added services to the City at no additional cost.

### **Task 16 – Bid & Construction Support**

During the pre-bid and bidding phase of this project, Consultant will be available to provide assistance to City staff and/or contractors in answering pre-bid questions, and for interpretation of the plans and specifications either by email, phone, or fax. Consultant will also provide responses to Requests for Information (RFI), and prepare addendums, if necessary.

Similarly, during the construction phase of the project, Consultant will provide support to City staff and/or contractors in answering questions, interpretation of the plans and specifications either by email, phone, or fax. Consultant will review contractor's requests for material substitutions or change orders, if necessary. Contractor's overall equipment submittal review is not included.

Consultant will remain readily available to respond to the City on any other related project requests.

### **Task 17 – Basic 'Free' Traffic signal Timing Sheets for 'Turn On'**

As part of traffic signal design services, Consultant will prepare new basic 'free' (i.e., non-coordinated) timing sheets to be used for the 'turn-on' of the newly modified traffic signalized intersection. These timing sheets will include the new left-turn phasing and basic required coordination timing parameters for 'inserting' the newly modified traffic signal along the existing corridor synchronization, as required.

Consultant will submit the timing sheets to the City for review. Upon final approval by the City, two (2) copies of the new timing sheet will be finalized and printed for the field cabinet and City file.

EXHIBIT "B"  
SPECIAL REQUIREMENTS

None



**FEE PROPOSAL**

CITY OF LAWDALE  
 CIVIL/TRAFFIC ENGINEERING SERVICES FOR THE TRAFFIC SIGNAL MODIFICATION  
 AT THE INTERSECTION OF MANHATTAN BEACH BLVD AND HAWTHORNE BLVD

| TASK   | DESCRIPTION  | NO. OF PLAN SHEETS | PRINCIPAL (Tram Hartzog (Jerry Stock) \$175 per hour) |                | REGISTERED LAND SURVEYOR \$160 per hour |                | SENIOR ENGINEER (Scott Ma) \$150 per hour |                | ASSOCIATE ENGINEER (Michael Vallado) \$145 per hour |                 | SENIOR DESIGNER (Dave Martorano) \$130 per hour |                 | SUB-CONSULTANT (DATA COLLECTION) * (POTHOLING) |                 | TOTAL      |                    |
|--|--|--------------------|---|----------------|---|----------------|---|----------------|---|-----------------|---|-----------------|--|-----------------|------------|--------------------|
|  |  |                    | Shts  | Hours          | \$                                      | Hours          | \$  | Hours          | \$  | Hours           | \$  | Hours           | \$   | Hours           | \$         | Hours              |
| 1  | Agreement for Professional Services and Insurance            |                    |   |                |   |                |   |                |   |                 |   |                 |  |                 | No Charge  | \$0.00             |
| 2  | Notice-to-Proceed / Pre-Design Meeting & Coordination        |                    | 1   | \$175.00       |   |                | 1   | \$150.00       | 1   | \$145.00        |   |                 |  |                 | 3.0        | \$470.00           |
| 3  | Data Collection (includes SWITRS preparation & field-review) |                    |   |                |   |                |   |                | 6   | \$870.00        |   |                 | \$865.00                                       |                 | 6.0        | \$1,735.00         |
| 4  | Left-Turn Phasing Warrant Analysis Report                    |                    | 1   | \$175.00       |   |                |   |                | 12  | \$1,740.00      |   |                 |  |                 | 13.0       | \$1,915.00         |
| 5  | LOS Operational Analysis Report (via Synchro)                |                    | 2   | \$350.00       |   |                | 8   | \$1,200.00     | 24  | \$3,480.00      |   |                 |  |                 | 34.0       | \$5,030.00         |
| 6  | Develop Alternatives / Prepare Concept Plan                  | 1                  | 3   | \$525.00       |   |                | 8   | \$1,200.00     | 8   | \$1,160.00      | 16  | \$2,080.00      |  |                 | 35.0       | \$4,965.00         |
| 7  | Field Review for Design                                      |                    |   |                |   |                |   |                | 5   | \$725.00        | 5   | \$650.00        |  |                 | 10.0       | \$1,375.00         |
| 8  | Utility Research Coordination                                |                    |   |                |   |                | 1   | \$150.00       |   |                 | 3   | \$390.00        |  |                 | 4.0        | \$540.00           |
| 9  | Design Potholing *   |                    |   |                |   |                |   |                |   |                 |   |                 | \$13,200.00                                    |                 |            | \$13,200.00        |
| 10   | Survey by Land Surveyor / ADA Curb Ramp Civil Design         | 1                  | 6   | \$1,050.00     | 20                                      | \$3,200        | 2   | \$300.00       | 2   | \$290.00        | 16  | \$2,080.00      |  |                 | 46.0       | \$6,920.00         |
| 11   | Traffic Signal Modification Plan Preparation                 | 1                  | 1   | \$175.00       |   |                | 6   | \$900.00       |   |                 | 24  | \$3,120.00      |  |                 | 31.0       | \$4,195.00         |
| 12   | Signing & Striping Plan Preparation                          | 1                  | 1   | \$175.00       |   |                | 4   | \$600.00       |   |                 | 16  | \$2,080.00      |  |                 | 21.0       | \$2,855.00         |
| 13   | Technical Provisions & Construction Cost Estimate            |                    | 1   | \$175.00       |   |                | 2   | \$300.00       | 12  | \$1,740.00      | 10  | \$1,300.00      |  |                 | 25.0       | \$3,515.00         |
| 14   | BBS Installation PS&E for (10) Other Traffic Signals         | Tech. Provisi      | 4   | \$700.00       |   |                | 8   | \$1,200.00     | 20  | \$2,900.00      | 36  | \$4,680.00      |  |                 | 68.0       | \$9,480.00         |
| 15   | Meeting Attendance   |                    | 4   | \$700.00       |   |                | 8   | \$1,200.00     |   |                 |   |                 |  |                 | 12.0       | \$1,900.00         |
| 16   | Bid & Construction Support                                   |                    |   |                |   |                |   |                |   |                 |   |                 |  | No Charge       | \$0.00     |                    |
| 17   | Basic 'Free' Traffic Signal Timing Sheets for 'Turn-On'      |                    |   |                |   |                |   |                |   |                 |   |                 |  | No Charge       | \$0.00     |                    |
| Reimbursables, Mileage, Reproduction, Miscellaneous. |  |                    |   |                |   |                |   |                |   |                 |   |                 |  |                 |            | 0.00               |
| <b>TOTAL NOT-TO-EXCEED FIXED DESIGN FEE:</b>         |  | <b>4</b>           | <b>24</b>   | <b>\$4,200</b> | <b>20</b>                               | <b>\$3,200</b> | <b>48</b>                                 | <b>\$7,200</b> | <b>90</b>   | <b>\$13,050</b> | <b>126</b>                                      | <b>\$16,380</b> | <b>0</b>                                       | <b>\$14,065</b> | <b>308</b> | <b>\$58,095.00</b> |

Notes: \* As shown, potholing is included in our above design fees, for our sub-contractor to determine actual locations & depths of underground utilities for new mast-arm pole foundations. HCI offers to complete the required potholing task at an additional average cost of \$1,650.00 per pothole. Eight (8) potholes are included in the fee shown above. If it is determined in the field, that more than eight potholes are required to clear the foundations, HCI will inform the City and proceed with extra potholes on a T&M basis.

SCHEDULE OF COMPENSATION

EXHIBIT "C"



| TASK |  | 2018     |     | 2019    |   |   |          |   |   |       |   |   |       |   |   |     |   |   |  |
|------|--|----------|-----|---------|---|---|----------|---|---|-------|---|---|-------|---|---|-----|---|---|--|
|      |  | DECEMBER |     | JANUARY |   |   | FEBRUARY |   |   | MARCH |   |   | APRIL |   |   | MAY |   |   |  |
|      |  | 1        | 2   | 1       | 2 | 3 | 1        | 2 | 3 | 1     | 2 | 3 | 1     | 2 | 3 | 1   | 2 | 3 |  |
| 1    | Agreement for Professional Services and Insurance            |          | OUT |         |   |   |          |   |   |       |   |   |       |   |   |     |   |   |  |
| 2    | Notice-to-Proceed / Pre-Design Coordination                  |          | OUT |         |   |   |          |   |   |       |   |   |       |   |   |     |   |   |  |
|      | <u>Analyses / Concept Plan</u>                               |          |     |         |   |   |          |   |   |       |   |   |       |   |   |     |   |   |  |
| 3    | Data Collection (includes SWITRS preparation & field-review) |          |     |         |   |   |          |   |   |       |   |   |       |   |   |     |   |   |  |
| 4    | Left-Turn Phasing Warrant Analysis Report                    |          |     |         |   |   |          |   |   |       |   |   |       |   |   |     |   |   |  |
| 5    | LOS Operational Analysis Report (via Synchro)                |          |     |         |   |   |          |   |   |       |   |   |       |   |   |     |   |   |  |
| 6    | Develop Alternatives / Prepare Concept Plan                  |          |     |         |   |   |          |   |   |       |   |   |       |   |   |     |   |   |  |
|      | <u>Design</u>  |          |     |         |   |   |          |   |   |       |   |   |       |   |   |     |   |   |  |
| 7    | Field Review   |          |     |         |   |   |          |   |   |       |   |   |       |   |   |     |   |   |  |
| 8    | Utility Research Coordination                                |          |     |         |   |   |          |   |   |       |   |   |       |   |   |     |   |   |  |
| 9    | Design Potholing   |          |     |         |   |   |          |   |   |       |   |   |       |   |   |     |   |   |  |
| 10   | Survey / ADA Curb Ramp Civil Design Plan                     |          |     |         |   |   |          |   |   |       |   |   |       |   |   |     |   |   |  |
| 11   | Traffic Signal Mod. Plan Preparation with City-Review        |          |     |         |   |   |          |   |   |       |   |   |       |   |   |     |   |   |  |
| 12   | Signing & Striping Plan with City-Review                     |          |     |         |   |   |          |   |   |       |   |   |       |   |   |     |   |   |  |
| 13   | Technical Provisions and Construction Cost Estimate          |          |     |         |   |   |          |   |   |       |   |   |       |   |   |     |   |   |  |
| 14   | BBS Installation PS&E for (10) Other Intersections           |          |     |         |   |   |          |   |   |       |   |   |       |   |   |     |   |   |  |
| 15   | Meeting Attendance   |          |     |         |   |   |          |   |   |       |   |   |       |   |   |     |   |   |  |
|      | <u>Added Value Services</u>                                  |          |     |         |   |   |          |   |   |       |   |   |       |   |   |     |   |   |  |
| 16   | Bid/Construction Support                                     |          |     |         |   |   |          |   |   |       |   |   |       |   |   |     |   |   |  |
| 17   | Traffic Signal 'Free' Timing                                 |          |     |         |   |   |          |   |   |       |   |   |       |   |   |     |   |   |  |

\* Key Milestone.

SCHEDULE OF PERFORMANCE

EXHIBIT "D"



# CITY OF LAWNDALE

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

DATE: December 17, 2018  
TO: Honorable Mayor and City Council  
FROM: Stephen N. Mandoki, City Manager   
SUBJECT: Wall of Distinction – Selection of Charmaine Doty

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## BACKGROUND

In March of 2016 the Mayor and City Councilmembers approved Council Policy 101-16, which created the “Wall of Distinction” and provided the guidelines for said program. The “Wall of Distinction” program is intended to posthumously honor residents of Lawndale who had provided exemplary volunteer service to the City. One provision of the Policy is that recipients are to have been deceased a minimum of five (5) years.

Recently, long-time resident Ms. Charmaine Doty (1935-2018) passed away. Ms. Doty was an extremely active and exemplary volunteer in the City of Lawndale. For well more than 20 years Ms. Doty was tirelessly engaged in the planning and the operations of the following programs:

The Commodities Food Distribution Program; Lawndale Beautification Committee; Lawndale Historical Society; Lawndale Christmas Basket Program; Lawndale Clean-up Week; Youth Day Parade

Torrance Memorial Hospital – Helping Hands Sewing Ministry and Infant Cuddler Volunteer; Cross Roads Church in Gardena – greeter, Helping Hands sewing circle; Red Cross – regular blood donations.

## STAFF REVIEW

At the December 3, 2018 City Council meeting, the City Council provided a consensus to include Ms. Doty on the Wall of Distinction without the five (5) year requirement. As such, this staff report is presented for the City Council’s consideration. If approved, a name plate will be ordered and installed on the Lawndale Wall of Distinction.

## FISCAL IMPACT

None. This program is already established and funded.

## RECOMMENDATION

Staff recommends that the Mayor and City Councilmembers waive the five (5) year provision of Council Policy 1001-16 and affirm Ms. Charmaine Doty’s inclusion on the Lawndale Wall of Distinction effective immediately.

Attachments: Council Policy 101-16 – Lawndale Wall of Distinction

## COUNCIL POLICY

|  |  |   |
|--|--|---|
| <b><u>SUBJECT:</u></b><br>Lawndale Wall of Distinction | <b><u>POLICY NO.:</u></b> 101-16   | <b><u>DATE ADOPTED:</u></b><br>a) 03/21/16<br>b) 10/02/17 |
|  | <b><u>AUTHORITY:</u></b><br>a) Resolution No. CC-1603-014<br>b) Resolution No. CC-1710-049 |   |

### **PURPOSE:**

To posthumously honor up to four (4) individuals who meet the criteria set forth in this policy each year and who had distinguished themselves in the city by providing exemplary service to the City of Lawndale and its residents.

### **POLICY:**

#### **Wall of Distinction:**

The Lawndale Wall of Distinction ("Wall") will be located at the Harold E. Hofmann Community Center, third floor corridor on the northernmost section of the eastern wall. Awardees will be identified on the Wall with a 2" x 3" name plate to be included on a perpetual plaque which includes the awardees' name, years of life, and area(s) of accomplishment in Lawndale. The City Council has established this program and policy to recognize the City's "unsung heroes" – individuals who have not or would not be acknowledged or recognized in any other manner for their service and contributions to the City.

#### **Nominee Eligibility:**

To be considered for the Wall, nominees must: (1) have been deceased for a minimum of five (5) years prior to the submission of the nomination for this program; (2) have been a Lawndale resident during the time in which service was provided to the city and its residents; (3) have not held any elected office (i.e., federal, state, local or school district) by a vote of the residents or by appointment; and (4) have not been recognized or acknowledged for their service by the dedication of a public building, facility or park to them or by having their name included on a dedication plaque or sign of any kind on any governmental facility.

#### **Nomination Process:**

Nomination packages must be submitted to the City Manager or designee each year no later than the last Thursday in May of each year.

A nomination package must include the following information:

- Proof that the person submitting the nomination is a Lawndale resident at the time he/she is submitting the nomination; and
- A summary of the nominee's accomplishments and service to the city and/or its residents with details including: length of service and category of service (public, business, educational, etc.).

A completed City of Lawndale Wall of Distinction Nomination Application form submitted by a resident(s) of Lawndale which requires the following information: 1) name and last known address of nominee; 2) known relatives, if any; 3) reasons for nomination described in 250 or fewer words; 4) name, address and signature of Lawndale resident submitting the nomination; and 5) any other related supplemental information that supports the nomination.

In June of each year, the Wall of Distinction Review Committee (“Committee”) will meet as needed to review submitted applications per the provisions of this policy and to make a recommendation of potential inductees to be presented to the City Council.

Nominations will be accepted from any person who is a Lawndale resident at the time of their submission of a completed nomination package. All nominations will be evaluated by the Committee. Should the Committee recommend approval of a nominee in the Wall of Distinction program, the Committee’s recommendation will be forwarded to the City Council. Then, at a regularly scheduled public meeting, the council will decide whether or not the nominee shall be included on the Wall.

**Wall of Distinction Review Committee:**

The Committee, which will be subject to the Brown Act, will be comprised of a total of five (5) volunteer members from the Historical Society and the Senior Citizen Advisory Committee, who are selected by the members of their respective body. The number of representatives shall be as follows:

| <b><u>Body:</u></b>        | <b><u>Number of Members:</u></b> |
|----------------------------|----------------------------------|
| Historical Society:        | Three (3) members                |
| Senior Advisory Committee: | Two (2) members                  |

Should either body be unable to provide the number of members identified above to participate on the Committee, the balance of members necessary to form the Committee can be selected from the other body. At any meeting to consider nominations, the Committee must have a minimum of three (3) members in attendance.

The city’s community services manager will be the staff liaison to the Committee.

**Recognition/Induction Ceremony:**

Recognition/induction of those nominees confirmed by the City Council will occur during a ceremony in which nominees for inclusion on the Wall of Distinction have been approved by the City Council. The recognition will be memorialized with a plaque to be displayed on the Wall of Distinction which will include the name of each inductee and that person’s years of life and area(s) of service to the City and its residents.



# CITY OF LAWNDALE

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

DATE: December 17, 2018

TO: Honorable Mayor and City Council

FROM: Stephen N. Mandoki, City Manager *me*

PREPARED BY: Raylette Felton, Assistant to the City Manager/ HR Director  
Matthew R. Ceballos, Assistant City Clerk *me*

SUBJECT: REQUEST FOR FIRST AMENDMENT OF PROFESSIONAL SERVICE AGREEMENT WITH PROJECT PARTNERS FOR AN INTERIM DIRECTOR OF PUBLIC WORKS/ CITY ENGINEER

## BACKGROUND

On September 17, 2018, the City Council approved a professional service agreement with Project Partner's Inc. for an Interim Director of Public Works/City Engineer.

## STAFF REVIEW

It is necessary to continue to retain the services of an Interim Public Works Director for an additional four (4) months, through April 30, 2019, until recruitment of a permanent Director of Public Works/ City Engineer takes place. To compensate for continued professional engineering and management services, staff is requesting an increase of \$15,000 to the maximum contract sum to be provided during the extended term.

## LEGAL REVIEW

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

## FISCAL IMPACT

As the Director of Public Works/City Engineer position is currently vacant and the interim salary is within budgeted amounts, no additional appropriations will be needed. Salary savings from the vacant position will be used to cover the cost of interim employment.

## RECOMMENDATION

Staff recommends that City Council approve the First Amendment of the Professional Service Agreement with Project Partner's Inc. for Interim Director of Public Works/City Engineer in an amount not to exceed \$74,000, in a form approved by the City Attorney.

Attachments: First Amendment of Service Agreement by and between City Lawndale and Project Partner's Inc.

**FIRST AMENDMENT TO CONTRACT SERVICES AGREEMENT FOR INTERIM PUBLIC WORKS DIRECTOR/ CITY ENGINEER**

This FIRST AMENDMENT TO CONTRACT SERVICES AGREEMENT FOR INTERIM PUBLIC WORKS DIRECTOR/ CITY ENGINEER (the "First Amendment") is made and entered into this 17<sup>th</sup> day of December, 2018, by and between the CITY OF LAWNSDALE, a municipal corporation (herein "City") and Project Partners, a California corporation (herein "Consultant").

**RECITALS**

WHEREAS, City and Consultant entered into that certain Agreement entitled "Contract Services Agreement for Interim Public Works Director/ City Engineer" (the "Agreement") effective on or about September 17, 2018; and

WHEREAS, the City and the Consultant desire to amend the Agreement, as set forth in this First Amendment.

**AGREEMENT**

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

SECTION 1. Section 2.1 of the Agreement, entitled "Contract Sum", is hereby amended to increase the maximum contract sum by Fifteen Thousand Five Hundred Dollars (\$15,500). The maximum contract sum will increase from Fifty Eight Thousand Five Hundred Dollars (\$58,500) to Seventy Four Thousand Dollars (\$74,000) to compensate the Consultant for continued professional engineering and management services to be provided during the extended term.

SECTION 2. Section 3.4 of the Agreement, entitled "Term", is hereby amended to extend the contract term for an additional four (4) months, through April 30, 2019.

SECTION 3. Except as expressly provided for in this First Amendment, all other provisions of the Agreement shall remain in full force and effect.

[SIGNATURES ON NEXT PAGE]

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

**CITY:**

\_\_\_\_\_  
Robert Pullen-Miles, Mayor

ATTEST:

\_\_\_\_\_  
Rhonda Hofmann Gorman, City Clerk

APPROVED AS TO FORM:  
Aleshire & Wynder, LLP

\_\_\_\_\_  
Tiffany J. Israel, City Attorney

**CONSULTANT:**  
Project Partners, Inc.,  
a California corporation

By: \_\_\_\_\_  
Name: Kimo Look, PE  
Title: Chief Executive Officer

By: \_\_\_\_\_  
Name: Markiva Raissdana  
Title: Chief Financial Officer

Address: 23195 La Cadena Drive, Suite 101  
Laguna Hills, CA 92653  
(949) 852-9300

[END OF SIGNATURES]

**RESOLUTION NO. CC-1812-054**

**A RESOLUTION OF THE CITY COUNCIL  
OF THE CITY OF LAWDALE, CALIFORNIA  
AUTHORIZING CERTAIN CLAIMS AND DEMANDS  
IN THE SUM OF \$218,279.10**

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 following claims and demands are hereby authorized in the accounts herein after set forth.

Effective Date: December 17, 2018

Certified by:

  
\_\_\_\_\_  
Kenneth Louie, Finance Director

PASSED, APPROVED AND ADOPTED this 17th day of December, 2018.

\_\_\_\_\_  
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-1812-054 at a regular meeting of said Council held on the 17th day of December, 2018, by the following roll call vote:

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

\_\_\_\_\_  
Rhonda Hofmann Gorman, City Clerk

## CHECK REGISTER REPORT

Date: 12/10/2018  
Time: 5:43 pm  
Page: 1

CITY OF LAWDALE

BANK: WELLS FARGO BANK N.A

| Check Number                       | Check Date | Status     | Void/Stop Date | Vendor Number | Vendor Name                    | Check Description              | Amount    |
|------------------------------------|------------|------------|----------------|---------------|--------------------------------|--------------------------------|-----------|
| <b>WELLS FARGO BANK N.A CHECKS</b> |            |            |                |               |                                |                                |           |
| 196549                             | 11/29/2018 | Reconciled |                | 0190          | COLONIAL LIFE & ACCIDENTS, INC | SECTION 125 - POST TAX         | 3,093.01  |
| 196550                             | 11/29/2018 | Printed    |                | 0540          | COSTCO WHOLESALE MEMBERSHIP    | 2019 MEMBERSHIP                | 120.00    |
| 196551                             | 11/29/2018 | Reconciled |                | 0216          | DELTA DENTAL                   | DENTAL INSURANCE PREMIUM       | 2,597.34  |
| 196552                             | 11/29/2018 | Reconciled |                | 0216          | DELTA DENTAL                   | DENTAL INSURANCE PREMIUM       | 2,597.34  |
| 196553                             | 11/29/2018 | Reconciled |                | 0389          | DELTA DENTAL INS               | HMO DENTAL INSURANCE           | 127.41    |
| 196554                             | 11/29/2018 | Reconciled |                | 0389          | DELTA DENTAL INS               | HMO DENTAL INSURANCE           | 127.41    |
| 196555                             | 11/29/2018 | Printed    |                | 4774          | DEPT OF HOUSING & COMM DEV     | PERMIT TO OPERATE - 2018       | 301.00    |
| 196556                             | 11/29/2018 | Printed    |                | 7142          | SCOTT FAIRCHILD                | DONATION - FUNERAL EXPENSES    | 300.00    |
| 196557                             | 11/29/2018 | Reconciled |                | 6636          | FRONTIER COMMUNICATIONS        | FAX PHONE CHARGES              | 79.12     |
| 196558                             | 11/29/2018 | Reconciled |                | 2191          | HR DIRECT                      | EMPLOYEE SERVICE PINS          | 491.92    |
| 196559                             | 11/29/2018 | Reconciled |                | 0337          | MANAGED HEALTH NETWORK         | EMP. ASSIST PROGRAM - NOV 2018 | 96.14     |
| 196560                             | 11/29/2018 | Printed    |                | 2193          | SOUTH BAY FORD LINCOLN MERCURY | 2018 FORD F250 PICK-UP - PWD   | 39,604.86 |
| 196561                             | 11/29/2018 | Printed    |                | 2002          | THE STANDARD, UNIT 22          | LTD INSURANCE PREMIUM          | 1,852.93  |
| 196562                             | 11/29/2018 | Reconciled |                | 0479          | VISION SERVICE PLAN            | VISION PREMIUM PAYMENT         | 819.47    |
| 196563                             | 12/06/2018 | Printed    |                | 7143          | IHART ENTERPRISES              | PHOTO BOOTH-2018 HOLIDAY EVENT | 350.00    |
| 196564                             | 12/06/2018 | Printed    |                | 5503          | JA'VONDA JONES                 | INSTRUCTOR FEE-GYM/DANCE COMP  | 1,301.89  |
| 196565                             | 12/06/2018 | Printed    |                | 6015          | LAYNE NATALE                   | INSTRUCTOR FEE - SR FITNESS    | 585.00    |
| 196566                             | 12/06/2018 | Printed    |                | 1541          | ALESHIRE & WYNDER, LLP         | LEGAL SVCS-GENERAL-NOV 2018    | 4,032.00  |
| 196567                             | 12/06/2018 | Printed    |                | 1541A         | ALESHIRE & WYNDER, LLP         | LEGAL SVCS-AGENCY-NOV 2018     | 307.50    |
| 196568                             | 12/06/2018 | Printed    |                | 1541C         | ALESHIRE & WYNDER, LLP         | LEGAL SV-CD ENFORCEMENT-NOV18  | 6,701.28  |
| 196569                             | 12/06/2018 | Printed    |                | 1541FC        | ALESHIRE & WYNDER, LLP         | LEGAL SV-FRANCHISE/CABLE-NOV18 | 123.00    |
| 196570                             | 12/06/2018 | Printed    |                | 1541PLNG      | ALESHIRE & WYNDER, LLP         | LEGAL SV-PLANNING-NOV 2018     | 5,514.50  |
| 196571                             | 12/06/2018 | Printed    |                | 5245          | MARIA ELENA ALVAREZ            | INSTRUCTOR FEE-MEXICAN FOLKLOR | 2,079.00  |
| 196572                             | 12/06/2018 | Printed    |                | 0115          | AT & T                         | LONG DISTANCE SVC-NOV 2018     | 14.53     |
| 196573                             | 12/06/2018 | Printed    |                | 1056          | AT&T GLOBAL SERVICES, INC.     | SERVICE WORK @ LASD CENTER     | 598.31    |
| 196574                             | 12/06/2018 | Printed    |                | 0613          | BERICOM IT & DESIGN            | NTWK/COMPUTER SUPPORT-NOV 18   | 10,527.60 |
| 196575                             | 12/06/2018 | Printed    |                | 5627          | CHRISTINA BROOME               | INSTRUCTOR FEE-SR YOGA         | 260.00    |
| 196576                             | 12/06/2018 | Printed    |                | 5614          | ELIZABETH ELLETSON             | REFUND EXPENSES-RAFFLE PRIZES  | 123.51    |
| 196577                             | 12/06/2018 | Printed    |                | 4832          | KIMBERLY D. ESMOND             | INSTRUCTOR FEE-BALLET/JAZZ     | 2,151.20  |
| 196578                             | 12/06/2018 | Printed    |                | 6636          | FRONTIER COMMUNICATIONS        | PHONE CHARGES - 11/19/2018     | 169.09    |
| 196579                             | 12/06/2018 | Printed    |                | 0441          | GOLDEN STATE WATER CO.         | UTILITIES - WATER              | 888.98    |
| 196580                             | 12/06/2018 | Printed    |                | 0326          | LINDA D. PARSLEY               | REFUND EXPENSES-RAFFLE PRIZES  | 56.86     |
| 196581                             | 12/06/2018 | Printed    |                | 0326          | LINDA D. PARSLEY               | REIMBURSE EXPENSES-TRAY/DISHES | 101.48    |
| 196582                             | 12/06/2018 | Printed    |                | 7111          | PROJECT PARTNERS INC           | TEMP. STAFFING SVC-DIR-PWD     | 16,913.08 |
| 196583                             | 12/06/2018 | Printed    |                | 2862          | MARC SALDANA                   | INSTRUCTOR FEE-SR. TAI CHI     | 260.00    |
| 196584                             | 12/06/2018 | Printed    |                | 0439          | SOUTHERN CALIFORNIA EDISON CO. | UTILITIES - ELECTRIC           | 960.99    |
| 196585                             | 12/06/2018 | Printed    |                | 0440          | SOUTHERN CALIFORNIA GAS CO.    | UTILITIES - GAS                | 66.86     |
| 196586                             | 12/06/2018 | Printed    |                | 5206          | ST. CATHERINE CARNIVAL         | REFUND FEE-RENTAL DEPOSIT      | 250.00    |
| 196587                             | 12/06/2018 | Printed    |                | 3672-FLEET    | U.S. BANK VOYAGER FLEET SYS    | VEHICLE FUEL - MSD             | 2,499.23  |

## CHECK REGISTER REPORT

Date: 12/10/2018  
Time: 5:43 pm  
Page: 2

CITY OF LAWDALE

BANK: WELLS FARGO BANK N.A

| Check Number                       | Check Date | Status  | Void/Stop Date | Vendor Number | Vendor Name                    | Check Description              | Amount   |
|------------------------------------|------------|---------|----------------|---------------|--------------------------------|--------------------------------|----------|
| <b>WELLS FARGO BANK N.A CHECKS</b> |            |         |                |               |                                |                                |          |
| 196588                             | 12/06/2018 | Printed |                | 3672-CSD      | U.S. BANK                      | CREDIT ACCOUNT PAYMENT         | 2,693.22 |
| 196589                             | 12/06/2018 | Printed |                | 3672-CSD      | U.S. BANK                      | CREDIT ACCOUNT PAYMENT         | 588.49   |
| 196590                             | 12/06/2018 | Printed |                | 3672-FIN      | U.S. BANK                      | CREDIT ACCOUNT PAYMENT         | 75.00    |
| 196591                             | 12/17/2018 | Printed |                | 1541P         | ALESHIRE & WYNDER, LLP         | LEGAL SV-PERSONNEL/LABOR-NOV18 | 553.50   |
| 196592                             | 12/17/2018 | Printed |                | 0112          | ALL CITY MANAGEMENT SERVICES   | SCHOOL CROSSING GUARD SERVICES | 5,796.00 |
| 196593                             | 12/17/2018 | Printed |                | 5245          | MARIA ELENA ALVAREZ            | INSTRUCTOR FEE-MEX FOLKLORE    | 1,921.50 |
| 196594                             | 12/17/2018 | Printed |                | 6922          | SVETLANA AVERBUKH              | INSTRUCTOR FEE-ZUMBA GOLD      | 715.00   |
| 196595                             | 12/17/2018 | Printed |                | 2754          | CITY OF TORRANCE               | AREA "G" COST ALLOCATION 18/19 | 2,832.00 |
| 196596                             | 12/17/2018 | Printed |                | 5361          | ROSALIND COOK                  | INSTRUCTOR FEE-LINE DANCE      | 200.20   |
| 196597                             | 12/17/2018 | Printed |                | 0219          | COUNTY OF LA DEPT OF PUBLIC WK | INDUSTRIAL WASTE SVC-OCT 2018  | 2,235.17 |
| 196598                             | 12/17/2018 | Printed |                | 3886          | SIRLEY CUEVAS                  | PLANNING COMMISSION STIPEND    | 100.00   |
| 196599                             | 12/17/2018 | Printed |                | 7125          | STARKEYA DANIELS               | REFUND FEE-SECURITY DEPOSIT    | 149.50   |
| 196600                             | 12/17/2018 | Printed |                | 6122          | PAUL ELLIS                     | INSTRUCTOR FEE-GUITAR          | 336.00   |
| 196601                             | 12/17/2018 | Printed |                | 6699          | KARINA ESTRADA                 | STIPEND-PRSSC                  | 50.00    |
| 196602                             | 12/17/2018 | Printed |                | 6684          | FARMER BROTHERS CO.            | COFFEE SERVICES                | 207.64   |
| 196603                             | 12/17/2018 | Printed |                | 0242          | FEDEX                          | SHIPPING CHARGES               | 57.75    |
| 196604                             | 12/17/2018 | Printed |                | 7052          | AMALEA FISHER                  | INSTRUCTOR FEE-SR FITNESS      | 260.00   |
| 196605                             | 12/17/2018 | Printed |                | 7145          | YASMIN FLORES                  | REFUND FEE-ELECTRICAL PERMIT   | 533.01   |
| 196606                             | 12/17/2018 | Printed |                | 1909          | FUN EXPRESS                    | SUPPLIES - ANGEL TREE EVENT    | 559.65   |
| 196607                             | 12/17/2018 | Printed |                | 4796          | ERICA HARBISON                 | STIPEND-PRSSC                  | 50.00    |
| 196608                             | 12/17/2018 | Printed |                | 0308          | LOS ANGELES COUNTY             | SECURITY SERVICES-11/03/2018   | 225.50   |
| 196609                             | 12/17/2018 | Printed |                | 6134          | JOHN MARTINEZ                  | PLANNING COMMISSION STIPEND    | 100.00   |
| 196610                             | 12/17/2018 | Printed |                | 1050          | UFFE MOLLER                    | PLANNING COMMISSION STIPEND    | 100.00   |
| 196611                             | 12/17/2018 | Printed |                | 0367          | OFFICE DEPOT                   | OFFICE SUPPLIES - PWD          | 2,123.10 |
| 196612                             | 12/17/2018 | Printed |                | 1140          | PACIFIC TIRE SERVICE           | REFUND FEE-PLANNING REVIEW FEE | 139.04   |
| 196613                             | 12/17/2018 | Printed |                | 7146          | SALEHA PATEL                   | REFUND FEE-RENTAL DEPOSIT      | 500.00   |
| 196614                             | 12/17/2018 | Printed |                | 0384          | PEP BOYS                       | VEHICLE MAINTENANCE            | 126.08   |
| 196615                             | 12/17/2018 | Printed |                | 6123          | PRUDENTIAL OVERALL SUPPLY      | UNIFORM CLEANING SVC-PWD CREW  | 37.06    |
| 196616                             | 12/17/2018 | Printed |                | 6698          | SHIRLEY RUDOLPH                | STIPEND - PRSSC                | 50.00    |
| 196617                             | 12/17/2018 | Printed |                | 6379          | SHI                            | SYMANTEC ENDPOINT PROTECTION   | 1,266.83 |
| 196618                             | 12/17/2018 | Printed |                | 6379          | SHI                            | EXTERNAL CD/DVD WRITER         | 25.61    |
| 196619                             | 12/17/2018 | Printed |                | 6379          | SHI                            | 27IN FULL HD MONITOR-PWD       | 192.73   |
| 196620                             | 12/17/2018 | Printed |                | 2051          | MADONNA SITKA                  | STIPEND - PRSSC                | 50.00    |
| 196621                             | 12/17/2018 | Printed |                | 0431          | SKILLPATH SEMINARS             | EMPLOYEE TRAINING SEMINAR      | 299.00   |
| 196622                             | 12/17/2018 | Printed |                | 6680          | SCOTT SMITH                    | STIPEND - PLANNING COMMISSION  | 50.00    |
| 196623                             | 12/17/2018 | Printed |                | 3685          | SOUTH BAY GARDENS              | PLANTS, TREE, MATERIALS        | 1,136.48 |
| 196624                             | 12/17/2018 | Printed |                | 3685          | SOUTH BAY GARDENS              | PLANTING MIX                   | 43.71    |
| 196625                             | 12/17/2018 | Printed |                | 4533          | SOUTH BAY LANDSCAPING INC      | EMERGENCY REPAIR SERVICE       | 9,900.00 |

**CHECK REGISTER REPORT**

Date: 12/10/2018  
 Time: 5:43 pm  
 Page: 3

CITY OF LAWNSDALE

BANK: WELLS FARGO BANK N.A

| Check Number                       | Check Date | Status  | Void/Stop Date | Vendor Number | Vendor Name                | Check Description                            | Amount            |
|------------------------------------|------------|---------|----------------|---------------|----------------------------|--|-------------------|
| <b>WELLS FARGO BANK N.A CHECKS</b> |            |         |                |               |                            |  |                   |
| 196626                             | 12/17/2018 | Printed |                | 4533          | SOUTH BAY LANDSCAPING INC  | TREE TRIMMING SVS-PHASE III                  | 71,904.00         |
| 196627                             | 12/17/2018 | Printed |                | 5641          | SUPERIOR SOUTHBAY PRINTING | 1000 2 PART CARBONLESS FORMS                 | 894.23            |
| 196628                             | 12/17/2018 | Printed |                | 0480          | VISTA PAINT                | GRAFFITI / TRAFFIC / SUPPLIES                | 108.26            |
| 196629                             | 12/17/2018 | Printed |                | 6697          | DANIEL WOODS               | STIPEND-PRSSC                                | 50.00             |
| <b>Total Checks: 81</b>            |            |         |                |               |                            | <b>Checks Total (excluding void checks):</b> | <b>218,279.10</b> |
| <b>Total Payments: 81</b>          |            |         |                |               |                            | <b>Bank Total (excluding void checks):</b>   | <b>218,279.10</b> |
| <b>Total Payments: 81</b>          |            |         |                |               |                            | <b>Grand Total (excluding void checks):</b>  | <b>218,279.10</b> |

**Edit List of Invoices - Summary**

Date: 11/28/2018

Time: 11:19 am

Page: 1

City of Lawndale

| Ref. No. | Vendor Name                    | Invoice No.                   | Posting Date | PO Number | Invoice Date | Invoice Description            | Invoice Amount |
|----------|--------------------------------|-------------------------------|--------------|-----------|--------------|--------------------------------|----------------|
| 69271    | COLONIAL LIFE & ACCIDENTS, INC |                               | 11/29/2018   |           | 11/28/2018   | SECTION 125 - PRE TAX          | 1,367.13       |
|          |                                | E7421597-NOV 18-PRE           |              |           |              |                                |                |
| 69272    | COLONIAL LIFE & ACCIDENTS, INC |                               | 11/29/2018   |           | 11/28/2018   | SECTION 125 - POST TAX         | 1,725.88       |
|          |                                | E7421597-NOV 2018-POST        |              |           |              |                                |                |
|          |                                |                               |              |           |              | Vendor Total:                  | 3,093.01       |
| 69270    | COSTCO WHOLESALE MEMBERSHIP    |                               | 11/29/2018   |           | 11/28/2018   | 2019 MEMBERSHIP                | 120.00         |
|          |                                | DEC 2018                      |              |           |              |                                |                |
|          |                                |                               |              |           |              | Vendor Total:                  | 120.00         |
| 69275    | DELTA DENTAL INS               |                               | 11/29/2018   |           | 11/01/2018   | HMO DENTAL INSURANCE           | 127.41         |
|          |                                | BE00 3079394-11/01/2018       |              |           |              |                                |                |
| 69276    | DELTA DENTAL INS               |                               | 11/29/2018   |           | 12/01/2018   | HMO DENTAL INSURANCE           | 127.41         |
|          |                                | BE00 3114735-12/01/2018       |              |           |              |                                |                |
|          |                                |                               |              |           |              | Vendor Total:                  | 254.82         |
| 69273    | DELTA DENTAL                   |                               | 11/29/2018   |           | 11/01/2018   | DENTAL INSURANCE PREMIUM       | 2,597.34       |
|          |                                | BE00 3081062-11/01/18         |              |           |              |                                |                |
| 69274    | DELTA DENTAL                   |                               | 11/29/2018   |           | 12/01/2018   | DENTAL INSURANCE PREMIUM       | 2,597.34       |
|          |                                | BE00 3116254-12/01/2018       |              |           |              |                                |                |
|          |                                |                               |              |           |              | Vendor Total:                  | 5,194.68       |
| 69277    | DEPT OF HOUSING & COMM DEV     |                               | 11/29/2018   |           | 11/27/2018   | PERMIT TO OPERATE - 2018       | 301.00         |
|          |                                | 19-0068-MP-BLUE BONNET MOBILE |              |           |              |                                |                |
|          |                                |                               |              |           |              | Vendor Total:                  | 301.00         |
| 69278    | SCOTT FAIRCHILD                |                               | 11/29/2018   |           | 11/27/2018   | DONATION - FUNERAL EXPENSE     | 300.00         |
|          |                                | FROM COUNCILMEMBER P. KEARNEY |              |           |              |                                |                |
|          |                                |                               |              |           |              | Vendor Total:                  | 300.00         |
| 69286    | FRONTIER COMMUNICATIONS        |                               | 11/29/2018   |           | 11/19/2018   | FAX PHONE CHARGES              | 79.12          |
|          |                                | 11/19/2018                    |              |           |              |                                |                |
|          |                                |                               |              |           |              | Vendor Total:                  | 79.12          |
| 69279    | HR DIRECT                      |                               | 11/29/2018   | 00017081  | 11/27/2018   | EMPLOYEE SERVICE PINS          | 491.92         |
|          |                                | A01257501                     |              |           |              |                                |                |
|          |                                |                               |              |           |              | Vendor Total:                  | 491.92         |
| 69280    | MANAGED HEALTH NETWORK         |                               | 11/29/2018   |           | 11/01/2018   | EMP. ASSIST PROGRAM - NOV 2018 | 96.14          |
|          |                                | PRM-030550                    |              |           |              |                                |                |
|          |                                |                               |              |           |              | Vendor Total:                  | 96.14          |
| 69281    | SOUTH BAY FORD LINCOLN MERCURY |                               | 11/29/2018   | 00016785  | 11/13/2018   | 2018 FORD F250 PICK-UP - PWD   | 39,604.86      |
|          |                                | CF9272NG                      |              |           |              |                                |                |
|          |                                |                               |              |           |              | Vendor Total:                  | 39,604.86      |
| 69282    | THE STANDARD, UNIT 22          |                               | 11/29/2018   |           | 11/28/2018   | LIFE INSURANCE PREMIUM         | 780.00         |
|          |                                | NOV 2018-LIFE                 |              |           |              |                                |                |
| 69283    | THE STANDARD, UNIT 22          |                               | 11/29/2018   |           | 11/28/2018   | AD & D INSURANCE PREMIUM       | 81.25          |
|          |                                | NOV 2018-ADD                  |              |           |              |                                |                |
| 69284    | THE STANDARD, UNIT 22          |                               | 11/29/2018   |           | 11/28/2018   | LTD INSURANCE PREMIUM          | 991.68         |
|          |                                | NOV 2018-LTD                  |              |           |              |                                |                |
|          |                                |                               |              |           |              | Vendor Total:                  | 1,852.93       |
| 69285    | VISION SERVICE PLAN            |                               | 11/29/2018   |           | 11/28/2018   | VISION PREMIUM PAYMENT         | 819.47         |
|          |                                | NOV 2018                      |              |           |              |                                |                |
|          |                                |                               |              |           |              | Vendor Total:                  | 819.47         |

# Edit List of Invoices - Summary

Date: 11/28/2018

Time: 11:19 am

Page: 2

City of Lawndale

| Ref. No.                   | Vendor Name | Invoice No. | Posting Date | PONumber | Invoice Date | Invoice Description | Invoice Amount |
|----------------------------|-------------|-------------|--------------|----------|--------------|---------------------|----------------|
| Grand Total:               |             |             |              |          |              |                     | 52,207.95      |
| Less Credit Memos:         |             |             |              |          |              |                     | 0.00           |
| Net Total:                 |             |             |              |          |              |                     | 52,207.95      |
| Less Hand Check Total:     |             |             |              |          |              |                     | 0.00           |
| Outstanding Invoice Total: |             |             |              |          |              |                     | 52,207.95      |

Total Invoices: 17

**Edit List of Invoices - Summary**

Date: 12/05/2018

Time: 7:54 am

Page: 1

City of Lawndale

| Ref. No.          | Vendor Name       | Invoice No. | Posting Date | PO Number | Invoice Date | Invoice Description         | Invoice Amount             |             |
|-------------------|-------------------|-------------|--------------|-----------|--------------|-----------------------------|----------------------------|-------------|
| 69288             | IHART ENTERPRISES | 20-161430   | 12/06/2018   | 00017102  | 11/27/2018   | PHOTO BOOTH-2018 HOLIDAY EV | 350.00                     |             |
|                   |                   |             |              |           |              | Vendor Total:               | <u>350.00</u>              |             |
| 69289             | JA'VONDA JONES    | 11-2018     | 12/06/2018   | 00016993  | 11/28/2018   | INSTRUCTOR FEE-GYM/DANCE C  | 1,301.89                   |             |
|                   |                   |             |              |           |              | Vendor Total:               | <u>1,301.89</u>            |             |
| 69287             | LAYNE NATALE      | 11-2018     | 12/06/2018   | 00017007  | 11/30/2018   | INSTRUCTOR FEE - SR FITNESS | 585.00                     |             |
|                   |                   |             |              |           |              | Vendor Total:               | <u>585.00</u>              |             |
|                   |                   |             |              |           |              |                             | Grand Total:               | 2,236.89    |
|                   |                   |             |              |           |              |                             | Less Credit Memos:         | <u>0.00</u> |
|                   |                   |             |              |           |              |                             | Net Total:                 | 2,236.89    |
|                   |                   |             |              |           |              |                             | Less Hand Check Total:     | <u>0.00</u> |
|                   |                   |             |              |           |              |                             | Outstanding Invoice Total: | 2,236.89    |
| Total Invoices: 3 |                   |             |              |           |              |                             |                            |             |

**Edit List of Invoices - Summary**

Date: 12/06/2018

Time: 8:02 am

Page: 1

City of Lawndale

| Ref. No. | Vendor Name                | Invoice No. | Posting Date | PONumber | Invoice Date | Invoice Description               | Invoice Amount |
|----------|----------------------------|-------------|--------------|----------|--------------|-----------------------------------|----------------|
| 69290    | ALESHIRE & WYNDER, LLP     | 49248       | 12/06/2018   |          | 12/01/2018   | LEGAL SVCS-GENERAL-NOV 2018       | 4,032.00       |
|          |                            |             |              |          |              | Vendor Total:                     | 4,032.00       |
| 69291    | ALESHIRE & WYNDER, LLP     | 49252       | 12/06/2018   |          | 12/01/2018   | LEGAL SVCS-AGENCY-NOV 2018        | 307.50         |
|          |                            |             |              |          |              | Vendor Total:                     | 307.50         |
| 69292    | ALESHIRE & WYNDER, LLP     | 49251       | 12/06/2018   |          | 12/01/2018   | LEGAL SV-CD ENFORCEMENT-NOV 2018  | 6,701.28       |
|          |                            |             |              |          |              | Vendor Total:                     | 6,701.28       |
| 69293    | ALESHIRE & WYNDER, LLP     | 49253       | 12/06/2018   |          | 12/01/2018   | LEGAL SV-FRANCHISE/CABLE-NOV 2018 | 123.00         |
|          |                            |             |              |          |              | Vendor Total:                     | 123.00         |
| 69294    | ALESHIRE & WYNDER, LLP     | 49250       | 12/06/2018   |          | 12/01/2018   | LEGAL SV-PLANNING-NOV 2018        | 5,514.50       |
|          |                            |             |              |          |              | Vendor Total:                     | 5,514.50       |
| 69295    | MARIA ELENA ALVAREZ        | 066         | 12/06/2018   | 00016992 | 12/04/2018   | INSTRUCTOR FEE-MEXICAN FOL        | 2,079.00       |
|          |                            |             |              |          |              | Vendor Total:                     | 2,079.00       |
| 69296    | AT & T                     | 11/25/2018  | 12/06/2018   |          | 11/25/2018   | LONG DISTANCE SVC-NOV 2018        | 14.53          |
|          |                            |             |              |          |              | Vendor Total:                     | 14.53          |
| 69297    | AT&T GLOBAL SERVICES, INC. | SB103131    | 12/06/2018   | 00017013 | 11/14/2018   | SERVICE WORK @ LASD CENTER        | 598.31         |
|          |                            |             |              |          |              | Vendor Total:                     | 598.31         |
| 69298    | BERICOM IT & DESIGN        | 615         | 12/06/2018   | 00017015 | 12/03/2018   | NTWK/COMPUTER SUPPORT-NOV 2018    | 10,527.60      |
|          |                            |             |              |          |              | Vendor Total:                     | 10,527.60      |
| 69299    | CHRISTINA BROOME           | NOV 2018B   | 12/06/2018   | 00016979 | 12/04/2018   | INSTRUCTOR FEE-SR YOGA            | 260.00         |
|          |                            |             |              |          |              | Vendor Total:                     | 260.00         |
| 69300    | ELIZABETH ELLETSON         |             | 12/06/2018   |          | 12/03/2018   | REFUND EXPENSES-RAFFLE PRI        | 63.51          |
| 69301    | ELIZABETH ELLETSON         |             | 12/06/2018   |          | 12/03/2018   | REFUND EXPENSES-RAFFLE PRI        | 60.00          |
|          |                            |             |              |          |              | Vendor Total:                     | 123.51         |
| 69302    | KIMBERLY D. ESMOND         | 0918        | 12/06/2018   | 00017009 | 12/04/2018   | INSTRUCTOR FEE-BALLET/JAZZ        | 2,151.20       |
|          |                            |             |              |          |              | Vendor Total:                     | 2,151.20       |
| 69303    | FRONTIER COMMUNICATIONS    | 11/19/18    | 12/06/2018   |          | 11/19/2018   | PHONE CHARGES - 11/19/2018        | 169.09         |
|          |                            |             |              |          |              | Vendor Total:                     | 169.09         |
| 69304    | GOLDEN STATE WATER CO.     | DEC 2018    | 12/06/2018   |          | 12/04/2018   | UTILITIES - WATER                 | 888.98         |
|          |                            |             |              |          |              | Vendor Total:                     | 888.98         |
| 69305    | LINDA D. PARSLEY           |             | 12/06/2018   |          | 12/05/2018   | REFUND EXPENSES-DECORATIVE        | 9.36           |
|          |                            |             |              |          |              | EMP. RECOGNITION EVENT            | 9.36           |

**Edit List of Invoices - Summary**

Date: 12/06/2018

Time: 8:02 am

Page: 2

City of Lawndale

| Ref. No. | Vendor Name                    | Invoice No.                   | Posting Date | PONumber | Invoice Date | Invoice Description        | Invoice Amount |
|----------|--------------------------------|-------------------------------|--------------|----------|--------------|----------------------------|----------------|
| 69306    | LINDA D. PARSLEY               |                               | 12/06/2018   |          | 12/05/2018   | REFUND EXPENSES-RAFFLE PRI |                |
|          |                                | EMP. RECOGNITION EVENT        |              |          |              |                            | 47.50          |
| 69307    | LINDA D. PARSLEY               |                               | 12/06/2018   |          | 12/05/2018   | REIMBURSE EXPENSES-TRAY/DI |                |
|          |                                | OATH OF OFFICE EVENT          |              |          |              |                            | 101.48         |
|          |                                |                               |              |          |              | Vendor Total:              | 158.34         |
| 69314    | PROJECT PARTNERS INC           |                               | 12/06/2018   | 00017070 | 11/30/2018   | TEMP. STAFFING SVC-DIR-PWD |                |
|          |                                | 8708                          |              |          |              |                            | 16,913.08      |
|          |                                |                               |              |          |              | Vendor Total:              | 16,913.08      |
| 69308    | MARC SALDANA                   |                               | 12/06/2018   | 00016978 | 12/04/2018   | INSTRUCTOR FEE-SR. TAI CHI |                |
|          |                                | NOV 2018                      |              |          |              |                            | 260.00         |
|          |                                |                               |              |          |              | Vendor Total:              | 260.00         |
| 69309    | SOUTHERN CALIFORNIA EDISON CO. |                               | 12/06/2018   |          | 12/04/2018   | UTILITIES - ELECTRIC       |                |
|          |                                | DEC 2018                      |              |          |              |                            | 960.99         |
|          |                                |                               |              |          |              | Vendor Total:              | 960.99         |
| 69310    | SOUTHERN CALIFORNIA GAS CO.    |                               | 12/06/2018   |          | 12/04/2018   | UTILITIES - GAS            |                |
|          |                                | DEC 2018                      |              |          |              |                            | 66.86          |
|          |                                |                               |              |          |              | Vendor Total:              | 66.86          |
| 69311    | ST. CATHERINE CARNIVAL         |                               | 12/06/2018   |          | 12/05/2018   | REFUND FEE-RENTAL DEPOSIT  |                |
|          |                                | F/69687                       |              |          |              |                            | 250.00         |
|          |                                |                               |              |          |              | Vendor Total:              | 250.00         |
| 69313    | U.S. BANK VOYAGER FLEET SYS    |                               | 12/06/2018   | 00016968 | 11/24/2018   | VEHICLE FUEL - PWD         |                |
|          |                                | 86932-2446-11/24/18-PWD       |              |          |              |                            | 1,281.48       |
| 69315    | U.S. BANK VOYAGER FLEET SYS    |                               | 12/06/2018   | 00017033 | 11/24/2018   | VEHICLE FUEL - CSD         |                |
|          |                                | 86932-2446-11/24/18-CSD       |              |          |              |                            | 458.75         |
| 69321    | U.S. BANK VOYAGER FLEET SYS    |                               | 12/06/2018   |          | 11/24/2018   | VEHICLE FUEL - MSD         |                |
|          |                                | 86932-2446-11/24/18-MSD       |              |          |              |                            | 759.00         |
|          |                                |                               |              |          |              | Vendor Total:              | 2,499.23       |
| 69316    | U.S. BANK                      |                               | 12/06/2018   | 00017027 | 11/23/2018   | CREDIT ACCOUNT PAYMENT     |                |
|          |                                | 4246-0445-5575-5267-11/23/18  |              |          |              |                            | 588.49         |
| 69317    | U.S. BANK                      |                               | 12/06/2018   | 00017025 | 11/23/2018   | CREDIT ACCOUNT PAYMENT     |                |
|          |                                | 4246-0445-5572-5047-11/23/18  |              |          |              |                            | 949.76         |
| 69318    | U.S. BANK                      |                               | 12/06/2018   |          | 11/23/2018   | CREDIT ACCOUNT PAYMENT     |                |
|          |                                | 4246-0445-5572-5047-11/23/18A |              |          |              |                            | 137.74         |
| 69319    | U.S. BANK                      |                               | 12/06/2018   |          | 11/23/2018   | CREDIT ACCOUNT PAYMENT     |                |
|          |                                | 4246-0445-5572-5047-11/23/18B |              |          |              |                            | 25.84          |
| 69320    | U.S. BANK                      |                               | 12/06/2018   | 00017027 | 11/23/2018   | CREDIT ACCOUNT PAYMENT     |                |
|          |                                | 4246-0445-5572-5047-11/23/18C |              |          |              |                            | 1,579.88       |
|          |                                |                               |              |          |              | Vendor Total:              | 3,281.71       |
| 69312    | U.S. BANK                      |                               | 12/06/2018   |          | 11/23/2018   | CREDIT ACCOUNT PAYMENT     |                |
|          |                                | 4246-0445-5572-5039-11/23/18  |              |          |              |                            | 75.00          |
|          |                                |                               |              |          |              | Vendor Total:              | 75.00          |

Grand Total: 57,955.71

Less Credit Memos: 0.00

Net Total: 57,955.71

Less Hand Check Total: 0.00

Outstanding Invoice Total: 57,955.71

Total Invoices: 32

**Edit List of Invoices - Summary**

Date: 12/10/2018

Time: 4:54 pm

Page: 1

City of Lawndale

| Ref. No. | Vendor Name                    | Invoice No.    | Posting Date | PO Number | Invoice Date | Invoice Description          | Invoice Amount |
|----------|--------------------------------|----------------|--------------|-----------|--------------|------------------------------|----------------|
| 69350    | ALESHIRE & WYNDER, LLP         | 49249          | 12/17/2018   |           | 12/01/2018   | LEGAL SV-PERSONNEL/LABOR-N   | 553.50         |
|          |                                |                |              |           |              | Vendor Total:                | 553.50         |
| 69359    | ALL CITY MANAGEMENT SERVICES   | 57758          | 12/17/2018   | 00017068  | 11/21/2018   | SCHOOL CROSSING GUARD SER    | 5,796.00       |
|          |                                |                |              |           |              | Vendor Total:                | 5,796.00       |
| 69360    | MARIA ELENA ALVAREZ            | 067            | 12/17/2018   | 00016992  | 11/27/2018   | INSTRUCTOR FEE-MEX FOLKLOF   | 1,921.50       |
|          |                                |                |              |           |              | Vendor Total:                | 1,921.50       |
| 69361    | SVETLANA AVERBUKH              | LN0012         | 12/17/2018   | 00017001  | 12/03/2018   | INSTRUCTOR FEE-ZUMBA GOLD    | 325.00         |
| 69362    | SVETLANA AVERBUKH              | LN0013         | 12/17/2018   | 00017001  | 12/03/2018   | INSTRUCTOR FEE-ZUMBA GOLD    | 390.00         |
|          |                                |                |              |           |              | Vendor Total:                | 715.00         |
| 69322    | CITY OF TORRANCE               | 2018-19        | 12/17/2018   |           | 12/04/2018   | AREA "G" COST ALLOCATION 18/ | 2,832.00       |
|          |                                |                |              |           |              | Vendor Total:                | 2,832.00       |
| 69363    | ROSALIND COOK                  | 1107           | 12/17/2018   | 00016995  | 11/26/2018   | INSTRUCTOR FEE-LINE DANCE    | 200.20         |
|          |                                |                |              |           |              | Vendor Total:                | 200.20         |
| 69371    | COUNTY OF LA DEPT OF PUBLIC WK | PW-18111301980 | 12/17/2018   | 00016972  | 11/13/2018   | INDUSTRIAL WASTE SVC-OCT 20  | 2,235.17       |
|          |                                |                |              |           |              | Vendor Total:                | 2,235.17       |
| 69364    | SIRLEY CUEVAS                  | 11/14/2018     | 12/17/2018   | 00016940  | 11/14/2018   | PLANNING COMMISSION STIPEN   | 50.00          |
| 69365    | SIRLEY CUEVAS                  | 11/28/2018     | 12/17/2018   | 00016940  | 11/28/2018   | PLANNING COMMISSION STIPEN   | 50.00          |
|          |                                |                |              |           |              | Vendor Total:                | 100.00         |
| 69323    | STARKEYA DANIELS               | F/69832A       | 12/17/2018   |           | 12/04/2018   | REFUND FEE-SECURITY DEPOSIT  | 149.50         |
|          |                                |                |              |           |              | Vendor Total:                | 149.50         |
| 69366    | PAUL ELLIS                     | 13-2018        | 12/17/2018   | 00016980  | 12/03/2018   | INSTRUCTOR FEE-GUITAR        | 336.00         |
|          |                                |                |              |           |              | Vendor Total:                | 336.00         |
| 69367    | KARINA ESTRADA                 | 11/13/18       | 12/17/2018   | 00016987  | 11/13/2018   | STIPEND-PRSSC                | 50.00          |
|          |                                |                |              |           |              | Vendor Total:                | 50.00          |
| 69324    | FARMER BROTHERS CO.            | 68513627       | 12/17/2018   |           | 11/19/2018   | COFFEE SERVICES              | 207.64         |
|          |                                |                |              |           |              | Vendor Total:                | 207.64         |
| 69325    | FEDEX                          | 6-372-15656    | 12/17/2018   |           | 11/16/2018   | SHIPPING CHARGES             | 57.75          |
|          |                                |                |              |           |              | Vendor Total:                | 57.75          |
| 69368    | AMALEA FISHER                  | NOV 2018       | 12/17/2018   | 00017008  | 12/04/2018   | INSTRUCTOR FEE-SR FITNESS    | 260.00         |
|          |                                |                |              |           |              | Vendor Total:                | 260.00         |

### Edit List of Invoices - Summary

Date: 12/10/2018

Time: 4:54 pm

Page: 2

City of Lawndale

| Ref. No. | Vendor Name        | Invoice No.     | Posting Date | PONumber | Invoice Date | Invoice Description          | Invoice Amount |
|----------|--------------------|-----------------|--------------|----------|--------------|------------------------------|----------------|
| 69327    | YASMIN FLORES      | F/69697         | 12/17/2018   |          | 12/04/2018   | REFUND FEE-ELECTRICAL PERM   | 533.01         |
|          |                    |                 |              |          |              | Vendor Total:                | 533.01         |
| 69369    | FUN EXPRESS        | 692985675-01    | 12/17/2018   | 00017079 | 11/13/2018   | SUPPLIES - ANGEL TREE EVENT  | 559.65         |
|          |                    |                 |              |          |              | Vendor Total:                | 559.65         |
| 69370    | ERICA HARBISON     | 11/13/18        | 12/17/2018   | 00017000 | 11/13/2018   | STIPEND-PRSSC                | 50.00          |
|          |                    |                 |              |          |              | Vendor Total:                | 50.00          |
| 69328    | LOS ANGELES COUNTY | 191581CY        | 12/17/2018   |          | 11/16/2018   | SECURITY SERVICES-11/03/2018 | 225.50         |
|          |                    |                 |              |          |              | Vendor Total:                | 225.50         |
| 69372    | JOHN MARTINEZ      | 11/14/2018      | 12/17/2018   | 00016941 | 11/14/2018   | PLANNING COMMISSION STIPEN   | 50.00          |
| 69373    | JOHN MARTINEZ      | 11/28/2018      | 12/17/2018   | 00016941 | 11/28/2018   | PLANNING COMMISSION STIPEN   | 50.00          |
|          |                    |                 |              |          |              | Vendor Total:                | 100.00         |
| 69374    | UFFE MOLLER        | 11/14/2018      | 12/17/2018   | 00016942 | 11/14/2018   | PLANNING COMMISSION STIPEN   | 50.00          |
| 69375    | UFFE MOLLER        | 11/28/2018      | 12/17/2018   | 00016942 | 11/28/2018   | PLANNING COMMISSION STIPEN   | 50.00          |
|          |                    |                 |              |          |              | Vendor Total:                | 100.00         |
| 69336    | OFFICE DEPOT       | 190771188001    | 12/17/2018   |          | 08/27/2018   | OFFICE SUPPLIES - CDD        | 49.26          |
| 69337    | OFFICE DEPOT       | 195365161001    | 12/17/2018   |          | 08/31/2018   | OFFICE SUPPLIES - PWD        | 434.17         |
| 69338    | OFFICE DEPOT       | 195851287001    | 12/17/2018   |          | 09/05/2018   | OFFICE SUPPLIES - PWD        | 31.77          |
| 69339    | OFFICE DEPOT       | 100-310-510-100 | 12/17/2018   |          | 09/17/2018   | OFFICE SUPPLIES - PWD        | 61.74          |
| 69340    | OFFICE DEPOT       | 203939261001    | 12/17/2018   |          | 09/18/2018   | OFFICE SUPPLIES - CSD        | 62.40          |
| 69341    | OFFICE DEPOT       | 215823107001    | 12/17/2018   |          | 10/10/2018   | OFFICE SUPPLIES - CDD        | 49.26          |
| 69342    | OFFICE DEPOT       | 216546799001    | 12/17/2018   |          | 10/12/2018   | OFFICE SUPPLIES - PWD        | 33.69          |
| 69343    | OFFICE DEPOT       | 221968171001    | 12/17/2018   |          | 10/24/2018   | OFFICE SUPPLIES - PWD        | 251.92         |
| 69344    | OFFICE DEPOT       | 222499897001    | 12/17/2018   |          | 10/25/2018   | OFFICE SUPPLIES - CSD        | 95.66          |
| 69345    | OFFICE DEPOT       | 224909956001    | 12/17/2018   |          | 10/31/2018   | OFFICE SUPPLIES - CSD        | 86.55          |
| 69346    | OFFICE DEPOT       | 225411166001    | 12/17/2018   |          | 10/31/2018   | OFFICE SUPPLIES - CSD        | 300.29         |
| 69347    | OFFICE DEPOT       | 226420834001    | 12/17/2018   |          | 11/05/2018   | OFFICE SUPPLIES - FIN        | 61.20          |
| 69348    | OFFICE DEPOT       | 229181165001    | 12/17/2018   |          | 11/12/2018   | OFFICE SUPPLIES - CMD        | 85.23          |
| 69349    | OFFICE DEPOT       | 229246571001    | 12/17/2018   |          | 11/12/2018   | OFFICE SUPPLIES - CDD        | 48.76          |
| 69351    | OFFICE DEPOT       | 229181165002    | 12/17/2018   |          | 11/13/2018   | OFFICE SUPPLIES - CMD        | 46.71          |
| 69352    | OFFICE DEPOT       | 231868233001    | 12/17/2018   |          | 11/15/2018   | OFFICE SUPPLIES - ASD        | 165.99         |
| 69353    | OFFICE DEPOT       | 232420128001    | 12/17/2018   |          | 11/16/2018   | OFFICE SUPPLIES - PWD        | 35.03          |
| 69354    | OFFICE DEPOT       | 232438498001    | 12/17/2018   |          | 11/19/2018   | OFFICE SUPPLIES - FIN        | 29.57          |
| 69355    | OFFICE DEPOT       | 233206614001    | 12/17/2018   |          | 11/20/2018   | OFFICE SUPPLIES - ASD        | 46.09          |

**Edit List of Invoices - Summary**

Date: 12/10/2018

Time: 4:54 pm

Page: 3

City of Lawndale

| Ref. No. | Vendor Name                | Invoice No.                   | Posting Date | PO Number | Invoice Date | Invoice Description         | Invoice Amount |
|----------|----------------------------|-------------------------------|--------------|-----------|--------------|-----------------------------|----------------|
| 69356    | OFFICE DEPOT               |                               | 12/17/2018   |           | 11/20/2018   | OFFICE SUPPLIES - PWD       |                |
|          |                            | 235019339001                  |              |           |              |                             | 147.81         |
|          |                            |                               |              |           |              | Vendor Total:               | 2,123.10       |
| 69326    | PACIFIC TIRE SERVICE       |                               | 12/17/2018   |           | 11/07/2018   | REFUND FEE-PLANNING REVIEW  |                |
|          |                            | F/70644                       |              |           |              |                             | 139.04         |
|          |                            |                               |              |           |              | Vendor Total:               | 139.04         |
| 69357    | SALEHA PATEL               |                               | 12/17/2018   |           | 12/04/2018   | REFUND FEE-RENTAL DEPOSIT   |                |
|          |                            | F/69246                       |              |           |              |                             | 500.00         |
|          |                            |                               |              |           |              | Vendor Total:               | 500.00         |
| 69376    | PEP BOYS                   |                               | 12/17/2018   | 00016933  | 11/07/2018   | VEHICLE MAINTENANCE         |                |
|          |                            | 009692156699                  |              |           |              |                             | 126.08         |
|          |                            |                               |              |           |              | Vendor Total:               | 126.08         |
| 69377    | PRUDENTIAL OVERALL SUPPLY  |                               | 12/17/2018   | 00016961  | 11/20/2018   | UNIFORM CLEANING SVC-PWD C  |                |
|          |                            | 42352189                      |              |           |              |                             | 37.06          |
|          |                            |                               |              |           |              | Vendor Total:               | 37.06          |
| 69378    | SHIRLEY RUDOLPH            |                               | 12/17/2018   | 00016985  | 11/13/2018   | STIPEND - PRSSC             |                |
|          |                            | 11/13/18                      |              |           |              |                             | 50.00          |
|          |                            |                               |              |           |              | Vendor Total:               | 50.00          |
| 69329    | SHI                        |                               | 12/17/2018   |           | 11/16/2018   | 27IN FULL HD MONITOR-PWD    |                |
|          |                            | B09138912                     |              |           |              |                             | 192.73         |
| 69330    | SHI                        |                               | 12/17/2018   |           | 11/02/2018   | EXTERNAL CD/DVD WRITER      |                |
|          |                            | B09079414                     |              |           |              |                             | 25.61          |
| 69358    | SHI                        |                               | 12/17/2018   |           | 11/28/2018   | 27 INCH HD MONITOR-PWD      |                |
|          |                            | B09177728                     |              |           |              |                             | 192.73         |
| 69379    | SHI                        |                               | 12/17/2018   | 00017092  | 11/20/2018   | SYMANTEC ENDPOINT PROTECT   |                |
|          |                            | B09150025                     |              |           |              |                             | 1,074.10       |
|          |                            |                               |              |           |              | Vendor Total:               | 1,485.17       |
| 69380    | MADONNA SITKA              |                               | 12/17/2018   | 00016997  | 11/13/2018   | STIPEND - PRSSC             |                |
|          |                            | 11/13/18                      |              |           |              |                             | 50.00          |
|          |                            |                               |              |           |              | Vendor Total:               | 50.00          |
| 69331    | SKILLPATH SEMINARS         |                               | 12/17/2018   |           | 11/21/2018   | EMPLOYEE TRAINING SEMINAR   |                |
|          |                            | BUS. WRITING/GRAMMAR-11946703 |              |           |              |                             | 299.00         |
|          |                            |                               |              |           |              | Vendor Total:               | 299.00         |
| 69381    | SCOTT SMITH                |                               | 12/17/2018   | 00016943  | 11/28/2018   | STIPEND - PLANNING COMMISSI |                |
|          |                            | 11/28/2018                    |              |           |              |                             | 50.00          |
|          |                            |                               |              |           |              | Vendor Total:               | 50.00          |
| 69332    | SOUTH BAY GARDENS          |                               | 12/17/2018   |           | 10/26/2018   | PLANTING MIX                |                |
|          |                            | 90373                         |              |           |              |                             | 43.71          |
| 69382    | SOUTH BAY GARDENS          |                               | 12/17/2018   | 00017098  | 11/03/2018   | PLANTS, TREE, & MATERIALS   |                |
|          |                            | 90527                         |              |           |              |                             | 610.88         |
| 69383    | SOUTH BAY GARDENS          |                               | 12/17/2018   | 00017098  | 11/03/2018   | PLANTS, TREE, MATERIALS     |                |
|          |                            | 90544                         |              |           |              |                             | 525.60         |
|          |                            |                               |              |           |              | Vendor Total:               | 1,180.19       |
| 69384    | SOUTH BAY LANDSCAPING INC  |                               | 12/17/2018   | 00017093  | 11/20/2018   | EMERGENCY REPAIR SERVICE    |                |
|          |                            | 18601                         |              |           |              |                             | 9,900.00       |
| 69385    | SOUTH BAY LANDSCAPING INC  |                               | 12/17/2018   | 00016954  | 10/05/2018   | TREE TRIMMING SVS-PHASE III |                |
|          |                            | 18500                         |              |           |              |                             | 71,904.00      |
|          |                            |                               |              |           |              | Vendor Total:               | 81,804.00      |
| 69333    | SUPERIOR SOUTHBAY PRINTING |                               | 12/17/2018   |           | 11/29/2018   | 1000 COURTESY NOTICES       |                |
|          |                            | 39928                         |              |           |              |                             | 298.94         |

**Edit List of Invoices - Summary**

Date: 12/10/2018

Time: 4:54 pm

Page: 4

City of Lawndale

| Ref. No.                          | Vendor Name                | Invoice No.    | Posting Date | PO Number | Invoice Date | Invoice Description           | Invoice Amount    |
|-----------------------------------|----------------------------|----------------|--------------|-----------|--------------|-------------------------------|-------------------|
| 69334                             | SUPERIOR SOUTHBAY PRINTING | 39929          | 12/17/2018   |           | 11/29/2018   | 1000 ANIMAL CONTROL NOTICES   | 296.35            |
| 69335                             | SUPERIOR SOUTHBAY PRINTING | 39930          | 12/17/2018   |           | 11/29/2018   | 1000 2 PART CARBONLESS FORM   | 298.94            |
|                                   |                            |                |              |           |              | Vendor Total:                 | 894.23            |
| 69386                             | VISTA PAINT                | 2018-569005-00 | 12/17/2018   | 00016953  | 11/24/2018   | GRAFFITI / TRAFFIC / SUPPLIES | 108.26            |
|                                   |                            |                |              |           |              | Vendor Total:                 | 108.26            |
| 69387                             | DANIEL WOODS               | 11/13/2018     | 12/17/2018   | 00016986  | 11/13/2018   | STIPEND-PRSSC                 | 50.00             |
|                                   |                            |                |              |           |              | Vendor Total:                 | 50.00             |
| <b>Grand Total:</b>               |                            |                |              |           |              |                               | <b>105,878.55</b> |
| <b>Less Credit Memos:</b>         |                            |                |              |           |              |                               | <b>0.00</b>       |
| <b>Net Total:</b>                 |                            |                |              |           |              |                               | <b>105,878.55</b> |
| <b>Less Hand Check Total:</b>     |                            |                |              |           |              |                               | <b>0.00</b>       |
| <b>Outstanding Invoice Total:</b> |                            |                |              |           |              |                               | <b>105,878.55</b> |

Total Invoices: 66

**INVOICE APPROVAL LIST BY FUND REPORT**

Date: 12/10/2018  
 Time: 5:22 pm  
 Page: 1

CITY OF LAWNSDALE

| Fund/Dept/Acct                   | Vendor Name  | Invoice #                                 | Invoice Description  | Check #  | Due Date   | Posting Date   | Amount   |
|----------------------------------|--|---|--|--|--|--|--|
| <b>Fund: 100 General Fund</b>    |  |   |  |  |  |  |  |
| <b>Dept: 000</b>                 |  |   |  |  |  |  |  |
| 100-000-421.101                  | Planning BL Review Fee<br>PACIFIC TIRE SERVICE   | F/70644                                   | REFUND FEE-PLANNING REVIEW FEE   | 196612   | 12/17/2018   | 12/17/2018   | 139.04   |
|                                  |  |   |  |  |  |  | <b>139.04</b>  |
| 100-000-422.100                  | Building Permit Fees<br>FLORES/YASMIN//  | F/69697                                   | REFUND FEE-ELECTRICAL PERMIT   | 196605   | 12/17/2018   | 12/17/2018   | 533.01   |
|                                  |  |   |  |  |  |  | <b>533.01</b>  |
| 100-000-425.101                  | Community Center Rental Fees<br>DANIELS/STARKEYA//<br>LOS ANGELES COUNTY   | F/69832A<br>191581CY                      | REFUND FEE-SECURITY DEPOSIT<br>SECURITY SERVICES-11/03/2018  | 196599<br>196608                               | 12/17/2018<br>12/17/2018   | 12/17/2018<br>12/17/2018   | 149.50<br>225.50                                     |
|                                  |  |   |  |  |  |  | <b>375.00</b>  |
| <b>Total Dept. 000:</b>          |  |   |  |  |  |  | <b>1,047.05</b>                                      |
| <b>Dept: 110 City Council</b>    |  |   |  |  |  |  |  |
| 100-110-510.100                  | Office Supplies<br>OFFICE DEPOT<br>OFFICE DEPOT<br>PARSLEY/LINDA D.//  | 229181165001<br>229181165002              | OFFICE SUPPLIES - CMD<br>OFFICE SUPPLIES - CMD<br>REIMBURSE EXPENSES-TRAY/DISHES   | 196611<br>196611<br>196581                     | 12/17/2018<br>12/17/2018<br>12/06/2018                             | 12/17/2018<br>12/17/2018<br>12/06/2018                             | 85.23<br>46.71<br>101.48                             |
|                                  |  |   |  |  |  |  | <b>233.42</b>  |
| 100-110-510.200                  | Reprographics<br>HR DIRECT   | A01257501                                 | EMPLOYEE SERVICE PINS  | 196558   | 11/29/2018   | 11/29/2018   | 491.92   |
|                                  |  |   |  |  |  |  | <b>491.92</b>  |
| 100-110-540.310                  | Discretionary Funds<br>FAIRCHILD/SCOTT//   | FROM COUNCILMEMBER P. KEARNEY             | DONATION - FUNERAL EXPENSES  | 196556   | 11/29/2018   | 11/29/2018   | 300.00   |
|                                  |  |   |  |  |  |  | <b>300.00</b>  |
| <b>Total Dept. City Council:</b> |  |   |  |  |  |  | <b>1,025.34</b>                                      |
| <b>Dept: 120 City Attorney</b>   |  |   |  |  |  |  |  |
| 100-120-530.300                  | Legal Services<br>ALESHIRE & WYNDER, LLP<br>ALESHIRE & WYNDER, LLP<br>ALESHIRE & WYNDER, LLP<br>ALESHIRE & WYNDER, LLP<br>ALESHIRE & WYNDER, LLP | 49248<br>49251<br>49253<br>49250<br>49249 | LEGAL SVCS-GENERAL-NOV 2018<br>LEGAL SV-CD ENFORCEMENT-NOV18<br>LEGAL SV-FRANCHISE/CABLE-NOV18<br>LEGAL SV-PLANNING-NOV 2018<br>LEGAL SV-PERSONNEL/LABOR-NOV18 | 196566<br>196568<br>196569<br>196570<br>196591 | 12/06/2018<br>12/06/2018<br>12/06/2018<br>12/06/2018<br>12/17/2018 | 12/06/2018<br>12/06/2018<br>12/06/2018<br>12/06/2018<br>12/17/2018 | 4,032.00<br>6,701.28<br>123.00<br>5,514.50<br>553.50 |
|                                  |  |   |  |  |  |  | <b>16,924.28</b>                                     |

## INVOICE APPROVAL LIST BY FUND REPORT

Date: 12/10/2018  
Time: 5:22 pm  
Page: 2

CITY OF LAWNSDALE

| Fund/Dept/Acct                          | Vendor Name                    | Invoice #                     | Invoice Description            | Check # | Due Date   | Posting Date | Amount           |
|---|--------------------------------|-------------------------------|--------------------------------|---------|------------|--------------|------------------|
| <b>Total Dept. City Attorney:</b>       |                                |                               |                                |         |            |              | <b>16,924.28</b> |
| <b>Dept: 150 Administrative Svcs</b>    |                                |                               |                                |         |            |              |                  |
| 100-150-510.100                         | Office Supplies                |                               |                                |         |            |              |                  |
|   | OFFICE DEPOT                   | 231868233001                  | OFFICE SUPPLIES - ASD          | 196611  | 12/17/2018 | 12/17/2018   | 165.99           |
|   | OFFICE DEPOT                   | 233206614001                  | OFFICE SUPPLIES - ASD          | 196611  | 12/17/2019 | 12/17/2018   | 46.09            |
|   |                                |                               |                                |         |            |              | <b>212.08</b>    |
| 100-150-540.200                         | Special Expenses               |                               |                                |         |            |              |                  |
|   | ELLETSON/ELIZABETH//           | 2018 EMP. RECOGNITION EVENT   | REFUND EXPENSES-RAFFLE PRIZES  | 196576  | 12/06/2018 | 12/06/2018   | 63.51            |
|   | ELLETSON/ELIZABETH//           | EMP. RECOGNITION EVENT        | REFUND EXPENSES-RAFFLE PRIZES  | 196576  | 12/06/2018 | 12/06/2018   | 60.00            |
|   | IHART ENTERPRISES///           | 20-161430                     | PHOTO BOOTH-2018 HOLIDAY EVENT | 196563  | 12/06/2018 | 12/06/2018   | 350.00           |
|   | PARSLEY/LINDA D.//             | EMP. RECOGNITION EVENT        | REFUND EXPENSES-DECORATIONS    | 196580  | 12/06/2018 | 12/06/2018   | 9.36             |
|   | PARSLEY/LINDA D.//             | EMP. RECOGNITION EVENT        | REFUND EXPENSES-RAFFLE PRIZES  | 196580  | 12/06/2018 | 12/06/2018   | 47.50            |
|   | U.S. BANK///                   | 4246-0445-5572-5047-11/23/18B | CREDIT ACCOUNT PAYMENT         | 196588  | 12/06/2018 | 12/06/2018   | 16.85            |
|   | U.S. BANK///                   | 4246-0445-5572-5047-11/23/18B | CREDIT ACCOUNT PAYMENT         | 196588  | 12/06/2018 | 12/06/2018   | 8.99             |
|   |                                |                               |                                |         |            |              | <b>556.21</b>    |
| <b>Total Dept. Administrative Svcs:</b> |                                |                               |                                |         |            |              | <b>768.29</b>    |
| <b>Dept: 160 General Operations</b>     |                                |                               |                                |         |            |              |                  |
| 100-160-510.100                         | Office Supplies                |                               |                                |         |            |              |                  |
|   | FARMER BROTHERS CO.///         | 68513627                      | COFFEE SERVICES                | 196602  | 12/17/2018 | 12/17/2018   | 207.64           |
|   |                                |                               |                                |         |            |              | <b>207.64</b>    |
| 100-160-510.300                         | Postage                        |                               |                                |         |            |              |                  |
|   | FEDEX                          | 6-372-15656                   | SHIPPING CHARGES               | 196603  | 12/17/2018 | 12/17/2018   | 33.74            |
|   |                                |                               |                                |         |            |              | <b>33.74</b>     |
| 100-160-515.100                         | Telecommunications             |                               |                                |         |            |              |                  |
|   | AT & T                         | 11/25/2018                    | LONG DISTANCE SVC-NOV 2018     | 196572  | 12/06/2018 | 12/06/2018   | 14.53            |
|   | AT&T GLOBAL SERVICES, INC.     | SB103131                      | SERVICE WORK @ LASD CENTER     | 196573  | 12/06/2018 | 12/06/2018   | 598.31           |
|   | FRONTIER COMMUNICATIONS        | 11/19/2018                    | FAX PHONE CHARGES              | 196557  | 11/29/2018 | 11/29/2018   | 79.12            |
|   | FRONTIER COMMUNICATIONS        | 11/19/18                      | PHONE CHARGES - 11/19/2018     | 196578  | 12/06/2018 | 12/06/2018   | 169.09           |
|   |                                |                               |                                |         |            |              | <b>861.05</b>    |
| 100-160-515.200                         | Electricity                    |                               |                                |         |            |              |                  |
|   | SOUTHERN CALIFORNIA EDISON CO. | DEC 2018                      | UTILITIES - ELECTRIC           | 196584  | 12/06/2018 | 12/06/2018   | 124.70           |
|   |                                |                               |                                |         |            |              | <b>124.70</b>    |
| 100-160-515.300                         | Natural Gas                    |                               |                                |         |            |              |                  |
|   | SOUTHERN CALIFORNIA GAS CO.    | DEC 2018                      | UTILITIES - GAS                | 196585  | 12/06/2018 | 12/06/2018   | 22.35            |

## INVOICE APPROVAL LIST BY FUND REPORT

Date: 12/10/2018  
Time: 5:22 pm  
Page: 3

CITY OF LAWNSDALE

| Fund/Dept/Acct                       | Vendor Name                   | Invoice #                    | Invoice Description          | Check # | Due Date   | Posting Date                            | Amount           |
|--------------------------------------|-------------------------------|------------------------------|------------------------------|---------|------------|---|------------------|
|                                      |                               |                              |                              |         |            |   | <b>22.35</b>     |
|                                      |                               |                              |                              |         |            | <b>Total Dept. General Operations:</b>  | <b>1,249.48</b>  |
| <b>Dept: 180 Information Systems</b> |                               |                              |                              |         |            |   |                  |
| 100-180-520.510                      | Equipment Maintenance         |                              |                              |         |            |   |                  |
|                                      | SHI                           | B09138912                    | 27IN FULL HD MONITOR-PWD     | 196619  | 12/17/2018 | 12/17/2018                              | 192.73           |
|                                      | SHI                           | B09079414                    | EXTERNAL CD/DVD WRITER       | 196618  | 12/17/2018 | 12/17/2018                              | 25.61            |
|                                      | SHI                           | B09150025                    | SYMANTEC ENDPOINT PROTECTION | 196617  | 12/17/2018 | 12/17/2018                              | 1,074.10         |
|                                      |                               |                              |                              |         |            |   | <b>1,292.44</b>  |
| 100-180-530.100                      | Contract Services             |                              |                              |         |            |   |                  |
|                                      | BERICOM IT & DESIGN           | 615                          | NTWK/COMPUTER SUPPORT-NOV 18 | 196574  | 12/06/2019 | 12/06/2018                              | 10,527.60        |
|                                      |                               |                              |                              |         |            |   | <b>10,527.60</b> |
| 100-180-550.400                      | Other Equipment               |                              |                              |         |            |   |                  |
|                                      | SHI                           | B09177728                    | 27 INCH HD MONITOR-PWD       | 196617  | 12/17/2018 | 12/17/2018                              | 192.73           |
|                                      |                               |                              |                              |         |            |   | <b>192.73</b>    |
|                                      |                               |                              |                              |         |            | <b>Total Dept. Information Systems:</b> | <b>12,012.77</b> |
| <b>Dept: 190 Finance</b>             |                               |                              |                              |         |            |   |                  |
| 100-190-510.100                      | Office Supplies               |                              |                              |         |            |   |                  |
|                                      | OFFICE DEPOT                  | 226420834001                 | OFFICE SUPPLIES - FIN        | 196611  | 12/17/2018 | 12/17/2018                              | 61.20            |
|                                      | OFFICE DEPOT                  | 232438498001                 | OFFICE SUPPLIES - FIN        | 196611  | 12/17/2019 | 12/17/2018                              | 29.57            |
|                                      |                               |                              |                              |         |            |   | <b>90.77</b>     |
| 100-190-510.620                      | Travel/Meetings               |                              |                              |         |            |   |                  |
|                                      | U.S. BANK///                  | 4246-0445-5572-5039-11/23/18 | CREDIT ACCOUNT PAYMENT       | 196590  | 12/06/2018 | 12/06/2018                              | 25.00            |
|                                      | U.S. BANK///                  | 4246-0445-5572-5039-11/23/18 | CREDIT ACCOUNT PAYMENT       | 196590  | 12/06/2018 | 12/06/2018                              | 25.00            |
|                                      | U.S. BANK///                  | 4246-0445-5572-5039-11/23/18 | CREDIT ACCOUNT PAYMENT       | 196590  | 12/06/2018 | 12/06/2018                              | 25.00            |
|                                      |                               |                              |                              |         |            |   | <b>75.00</b>     |
| 100-190-540.200                      | Special Expenses              |                              |                              |         |            |   |                  |
|                                      | COSTCO WHOLESALE MEMBERSHIP   | DEC 2018                     | 2019 MEMBERSHIP              | 196550  | 11/29/2018 | 11/29/2018                              | 120.00           |
|                                      | FEDEX                         | 6-372-15656                  | SHIPPING CHARGES             | 196603  | 12/17/2018 | 12/17/2018                              | 24.01            |
|                                      |                               |                              |                              |         |            |   | <b>144.01</b>    |
|                                      |                               |                              |                              |         |            | <b>Total Dept. Finance:</b>             | <b>309.78</b>    |
| <b>Dept: 300 Municipal Services</b>  |                               |                              |                              |         |            |   |                  |
| 100-300-510.200                      | Reprographics                 |                              |                              |         |            |   |                  |
|                                      | SUPERIOR SOUTHBAY PRINTING/// | 39928                        | 1000 COURTESY NOTICES        | 196627  | 12/17/2018 | 12/17/2018                              | 298.94           |

## INVOICE APPROVAL LIST BY FUND REPORT

Date: 12/10/2018  
Time: 5:22 pm  
Page: 4

CITY OF LAWNSDALE

| Fund/Dept/Acct                       | Vendor Name                          | Invoice #               | Invoice Description            | Check # | Due Date   | Posting Date | Amount  |
|--------------------------------------|--------------------------------------|-------------------------|--------------------------------|---------|------------|--------------|---|
|                                      | SUPERIOR SOUTHBAY PRINTING///        | 39929                   | 1000 ANIMAL CONTROL NOTICES    | 196627  | 12/17/2018 | 12/17/2018   | 296.35  |
|                                      | SUPERIOR SOUTHBAY PRINTING///        | 39930                   | 1000 2 PART CARBONLESS FORMS   | 196627  | 12/17/2018 | 12/17/2018   | 298.94  |
|                                      |                                      |                         |                                |         |            |              | <b>894.23</b>                                   |
| 100-300-520.600                      | Vehicle Maintenance<br>PEP BOYS      | 009692156699            | VEHICLE MAINTENANCE            | 196614  | 12/17/2018 | 12/17/2018   | 126.08  |
|                                      |                                      |                         |                                |         |            |              | <b>126.08</b>                                   |
| 100-300-520.610                      | Vehicle Fuel                         |                         |                                |         |            |              |   |
|                                      | U.S. BANK VOYAGER FLEET SYS///       | 86932-2446-11/24/18-MSD | VEHICLE FUEL - MSD             | 196587  | 12/06/2018 | 12/06/2018   | -39.29  |
|                                      | U.S. BANK VOYAGER FLEET SYS///       | 86932-2446-11/24/18-MSD | VEHICLE FUEL - MSD             | 196587  | 12/06/2018 | 12/06/2018   | 798.29  |
|                                      |                                      |                         |                                |         |            |              | <b>759.00</b>                                   |
| 100-300-540.200                      | Special Expenses<br>CITY OF TORRANCE | 2018-19                 | AREA "G" COST ALLOCATION 18/19 | 196595  | 12/17/2018 | 12/17/2018   | 2,832.00  |
|                                      |                                      |                         |                                |         |            |              | <b>2,832.00</b>                                 |
|                                      |                                      |                         |                                |         |            |              | <b>Total Dept. Municipal Services: 4,611.31</b> |
| <b>Dept: 310 Public Works Admin.</b> |                                      |                         |                                |         |            |              |   |
| 100-310-510.100                      | Office Supplies                      |                         |                                |         |            |              |   |
|                                      | OFFICE DEPOT                         | 195851287001            | OFFICE SUPPLIES - PWD          | 196611  | 12/17/2018 | 12/17/2018   | 31.77   |
|                                      | OFFICE DEPOT                         | 100-310-510-100         | OFFICE SUPPLIES - PWD          | 196611  | 12/17/2018 | 12/17/2018   | 61.74   |
|                                      | OFFICE DEPOT                         | 216546799001            | OFFICE SUPPLIES - PWD          | 196611  | 12/17/2018 | 12/17/2018   | 33.69   |
|                                      | OFFICE DEPOT                         | 221968171001            | OFFICE SUPPLIES - PWD          | 196611  | 12/17/2018 | 12/17/2018   | 251.92  |
|                                      | OFFICE DEPOT                         | 232420128001            | OFFICE SUPPLIES - PWD          | 196611  | 12/17/2018 | 12/17/2018   | 35.03   |
|                                      | OFFICE DEPOT                         | 235019339001            | OFFICE SUPPLIES - PWD          | 196611  | 12/17/2018 | 12/17/2018   | 147.81  |
|                                      |                                      |                         |                                |         |            |              | <b>561.96</b>                                   |
|                                      |                                      |                         |                                |         |            |              | <b>Total Dept. Public Works Admin.: 561.96</b>  |
| <b>Dept: 320 Grounds Maintenance</b> |                                      |                         |                                |         |            |              |   |
| 100-320-510.100                      | Office Supplies                      |                         |                                |         |            |              |   |
|                                      | OFFICE DEPOT                         | 195365161001            | OFFICE SUPPLIES - PWD          | 196611  | 12/17/2018 | 12/17/2018   | 434.17  |
|                                      |                                      |                         |                                |         |            |              | <b>434.17</b>                                   |
| 100-320-510.500                      | Uniforms                             |                         |                                |         |            |              |   |
|                                      | PRUDENTIAL OVERALL SUPPLY            | 42352189                | UNIFORM CLEANING SVC-PWD CREW  | 196615  | 12/17/2018 | 12/17/2018   | 37.06   |
|                                      |                                      |                         |                                |         |            |              | <b>37.06</b>                                    |
| 100-320-515.200                      | Electricity                          |                         |                                |         |            |              |   |
|                                      | SOUTHERN CALIFORNIA EDISON CO.       | DEC 2018                | UTILITIES - ELECTRIC           | 196584  | 12/06/2018 | 12/06/2018   | 111.76  |

**INVOICE APPROVAL LIST BY FUND REPORT**

Date: 12/10/2018  
 Time: 5:22 pm  
 Page: 5

CITY OF LAWNSDALE

| Fund/Dept/Acct                           | Vendor Name  | Invoice #                     | Invoice Description         | Check # | Due Date   | Posting Date                            | Amount           |
|--|--|-------------------------------|-----------------------------|---------|------------|---|------------------|
|  |  |                               |                             |         |            |   | <b>111.76</b>    |
| 100-320-515.300                          | Natural Gas<br>SOUTHERN CALIFORNIA GAS CO.         | DEC 2018                      | UTILITIES - GAS             | 196585  | 12/06/2018 | 12/06/2018                              | 44.51            |
|  |  |                               |                             |         |            |   | <b>44.51</b>     |
| 100-320-515.400                          | Water<br>GOLDEN STATE WATER CO.                    | DEC 2018                      | UTILITIES - WATER           | 196579  | 12/06/2018 | 12/06/2018                              | 888.98           |
|  |  |                               |                             |         |            |   | <b>888.98</b>    |
| 100-320-520.300                          | Grounds Maintenance<br>SOUTH BAY LANDSCAPING INC   | 18601                         | EMERGENCY REPAIR SERVICE    | 196625  | 12/17/2018 | 12/17/2018                              | 6,900.00         |
|  |  |                               |                             |         |            |   | <b>6,900.00</b>  |
| 100-320-520.310                          | Plants & Materials<br>SOUTH BAY GARDENS            | 90373                         | PLANTING MIX                | 196624  | 12/17/2018 | 12/17/2018                              | 43.71            |
|  | SOUTH BAY GARDENS                                  | 90527                         | PLANTS, TREE, & MATERIALS   | 196623  | 12/17/2018 | 12/17/2018                              | 610.88           |
|  | SOUTH BAY GARDENS                                  | 90544                         | PLANTS, TREE, MATERIALS     | 196623  | 12/17/2018 | 12/17/2018                              | 525.60           |
|  |  |                               |                             |         |            |   | <b>1,180.19</b>  |
| 100-320-530.100                          | Contract Services<br>SOUTH BAY LANDSCAPING INC     | 18500                         | TREE TRIMMING SVS-PHASE III | 196626  | 12/17/2018 | 12/17/2018                              | 71,904.00        |
|  |  |                               |                             |         |            |   | <b>71,904.00</b> |
| 100-320-540.200                          | Special Expenses<br>SOUTH BAY LANDSCAPING INC      | 18601                         | EMERGENCY REPAIR SERVICE    | 196625  | 12/17/2018 | 12/17/2018                              | 3,000.00         |
|  |  |                               |                             |         |            |   | <b>3,000.00</b>  |
|  |  |                               |                             |         |            | <b>Total Dept. Grounds Maintenance:</b> | <b>84,500.67</b> |
| <b>Dept: 340 Engineering</b>             |  |                               |                             |         |            |   |                  |
| 100-340-510.600                          | Staff Training & Development<br>SKILLPATH SEMINARS | BUS. WRITING/GRAMMAR-11946703 | EMPLOYEE TRAINING SEMINAR   | 196621  | 12/17/2018 | 12/17/2018                              | 299.00           |
|  |  |                               |                             |         |            |   | <b>299.00</b>    |
|  |  |                               |                             |         |            | <b>Total Dept. Engineering:</b>         | <b>299.00</b>    |
| <b>Dept: 410 Planning/Building Admin</b> |  |                               |                             |         |            |   |                  |
| 100-410-501.200                          | Salaries - Elected /Appointed<br>CUEVAS/SIRLEY//   | 11/14/2018                    | PLANNING COMMISSION STIPEND | 196598  | 12/17/2018 | 12/17/2018                              | 50.00            |
|  | CUEVAS/SIRLEY//                                    | 11/28/2018                    | PLANNING COMMISSION STIPEND | 196598  | 12/17/2018 | 12/17/2018                              | 50.00            |
|  | MARTINEZ/JOHN//                                    | 11/14/2018                    | PLANNING COMMISSION STIPEND | 196609  | 12/17/2018 | 12/17/2018                              | 50.00            |
|  | MARTINEZ/JOHN//                                    | 11/28/2018                    | PLANNING COMMISSION STIPEND | 196609  | 12/17/2018 | 12/17/2018                              | 50.00            |

**INVOICE APPROVAL LIST BY FUND REPORT**

Date: 12/10/2018  
 Time: 5:22 pm  
 Page: 6

CITY OF LAWNSDALE

| Fund/Dept/Acct                               | Vendor Name                   | Invoice #                     | Invoice Description            | Check # | Due Date   | Posting Date                                | Amount        |
|--|-------------------------------|-------------------------------|--------------------------------|---------|------------|---|---------------|
|  | MOLLER/UFFE//                 | 11/14/2018                    | PLANNING COMMISSION STIPEND    | 196610  | 12/17/2018 | 12/17/2018                                  | 50.00         |
|  | MOLLER/UFFE//                 | 11/28/2018                    | PLANNING COMMISSION STIPEND    | 196610  | 12/17/2018 | 12/17/2018                                  | 50.00         |
|  | SMITH/SCOTT//                 | 11/28/2018                    | STIPEND - PLANNING COMMISSION  | 196622  | 12/17/2018 | 12/17/2018                                  | 50.00         |
|  |                               |                               |                                |         |            |   | <b>350.00</b> |
| 100-410-510.100                              | Office Supplies               |                               |                                |         |            |   |               |
|  | OFFICE DEPOT                  | 190771188001                  | OFFICE SUPPLIES - CDD          | 196611  | 12/17/2018 | 12/17/2018                                  | 49.26         |
|  | OFFICE DEPOT                  | 215823107001                  | OFFICE SUPPLIES - CDD          | 196611  | 12/17/2018 | 12/17/2018                                  | 49.26         |
|  | OFFICE DEPOT                  | 229246571001                  | OFFICE SUPPLIES - CDD          | 196611  | 12/17/2018 | 12/17/2018                                  | 48.76         |
|  |                               |                               |                                |         |            |   | <b>147.28</b> |
|  |                               |                               |                                |         |            | <b>Total Dept. Planning/Building Admin:</b> | <b>497.28</b> |
| <b>Dept: 510 Community Services Programs</b> |                               |                               |                                |         |            |   |               |
| 100-510-501.200                              | Salaries - Elected /Appointed |                               |                                |         |            |   |               |
|  | ESTRADA/KARINA//              | 11/13/18                      | STIPEND-PRSSC                  | 196601  | 12/17/2018 | 12/17/2018                                  | 50.00         |
|  | HARBISON/ERICA//              | 11/13/18                      | STIPEND-PRSSC                  | 196607  | 12/17/2018 | 12/17/2018                                  | 50.00         |
|  | RUDOLPH/SHIRLEY//             | 11/13/18                      | STIPEND - PRSSC                | 196616  | 12/17/2018 | 12/17/2018                                  | 50.00         |
|  | SITKA/MADONNA//               | 11/13/18                      | STIPEND - PRSSC                | 196620  | 12/17/2018 | 12/17/2018                                  | 50.00         |
|  | WOODS/DANIEL//                | 11/13/2018                    | STIPEND-PRSSC                  | 196629  | 12/17/2018 | 12/17/2018                                  | 50.00         |
|  |                               |                               |                                |         |            |   | <b>250.00</b> |
| 100-510-510.100                              | Office Supplies               |                               |                                |         |            |   |               |
|  | OFFICE DEPOT                  | 203939261001                  | OFFICE SUPPLIES - CSD          | 196611  | 12/17/2018 | 12/17/2018                                  | 62.40         |
|  | OFFICE DEPOT                  | 222499897001                  | OFFICE SUPPLIES - CSD          | 196611  | 12/17/2018 | 12/17/2018                                  | 95.66         |
|  | OFFICE DEPOT                  | 224909956001                  | OFFICE SUPPLIES - CSD          | 196611  | 12/17/2018 | 12/17/2018                                  | 86.55         |
|  | OFFICE DEPOT                  | 225411166001                  | OFFICE SUPPLIES - CSD          | 196611  | 12/17/2018 | 12/17/2018                                  | 300.29        |
|  | U.S. BANK///                  | 4246-0445-5572-5047-11/23/18A | CREDIT ACCOUNT PAYMENT         | 196588  | 12/06/2018 | 12/06/2018                                  | 65.64         |
|  | U.S. BANK///                  | 4246-0445-5572-5047-11/23/18A | CREDIT ACCOUNT PAYMENT         | 196588  | 12/06/2018 | 12/06/2018                                  | 8.98          |
|  | U.S. BANK///                  | 4246-0445-5572-5047-11/23/18A | CREDIT ACCOUNT PAYMENT         | 196588  | 12/06/2018 | 12/06/2018                                  | 21.84         |
|  | U.S. BANK///                  | 4246-0445-5572-5047-11/23/18A | CREDIT ACCOUNT PAYMENT         | 196588  | 12/06/2018 | 12/06/2018                                  | 41.28         |
|  |                               |                               |                                |         |            |   | <b>682.64</b> |
| 100-510-530.100                              | Contract Services             |                               |                                |         |            |   |               |
|  | ALL CITY MANAGEMENT SERVICES  | 57758                         | SCHOOL CROSSING GUARD SERVICES | 196592  | 12/17/2018 | 12/17/2018                                  | 5,796.00      |
|  | ALVAREZ/MARIA ELENA//         | 066                           | INSTRUCTOR FEE-MEXICAN FOLKLOR | 196571  | 12/06/2018 | 12/06/2018                                  | 2,079.00      |
|  | ALVAREZ/MARIA ELENA//         | 067                           | INSTRUCTOR FEE-MEX FOLKLORE    | 196593  | 12/17/2018 | 12/17/2018                                  | 1,921.50      |
|  | AVERBUKH/SVETLANA//           | LN0012                        | INSTRUCTOR FEE-ZUMBA GOLD      | 196594  | 12/17/2018 | 12/17/2018                                  | 325.00        |
|  | AVERBUKH/SVETLANA//           | LN0013                        | INSTRUCTOR FEE-ZUMBA GOLD      | 196594  | 12/17/2018 | 12/17/2018                                  | 390.00        |
|  | BROOME/CHRISTINA//            | NOV 2018B                     | INSTRUCTOR FEE-SR YOGA         | 196575  | 12/06/2018 | 12/06/2018                                  | 260.00        |
|  | COOK/ROSALIND//               | 1107                          | INSTRUCTOR FEE-LINE DANCE      | 196596  | 12/17/2018 | 12/17/2018                                  | 200.20        |

## INVOICE APPROVAL LIST BY FUND REPORT

Date: 12/10/2018  
Time: 5:22 pm  
Page: 7

CITY OF LAWDALE

| Fund/Dept/Acct  | Vendor Name          | Invoice #                     | Invoice Description           | Check # | Due Date   | Posting Date | Amount           |
|-----------------|----------------------|-------------------------------|-------------------------------|---------|------------|--------------|------------------|
|                 | ELLIS/PAUL//         | 13-2018                       | INSTRUCTOR FEE-GUITAR         | 196600  | 12/17/2018 | 12/17/2018   | 336.00           |
|                 | ESMOND/KIMBERLY D.// | 0918                          | INSTRUCTOR FEE-BALLET/JAZZ    | 196577  | 12/06/2018 | 12/06/2018   | 2,151.20         |
|                 | FISHER/AMALEA//      | NOV 2018                      | INSTRUCTOR FEE-SR FITNESS     | 196604  | 12/17/2018 | 12/17/2018   | 260.00           |
|                 | JONES/JA'VONDA//     | 11-2018                       | INSTRUCTOR FEE-GYM/DANCE COMP | 196564  | 12/06/2018 | 12/06/2018   | 1,301.89         |
|                 | NATALE/LAYNE//       | 11-2018                       | INSTRUCTOR FEE - SR FITNESS   | 196565  | 12/06/2018 | 12/06/2018   | 585.00           |
|                 | SALDANA/MARC//       | NOV 2018                      | INSTRUCTOR FEE-SR. TAI CHI    | 196583  | 12/06/2018 | 12/06/2018   | 260.00           |
|                 |                      |                               |                               |         |            |              | <b>15,865.79</b> |
| 100-510-540.100 | Community Events     |                               |                               |         |            |              |                  |
|                 | FUN EXPRESS          | 692985675-01                  | SUPPLIES - ANGEL TREE EVENT   | 196606  | 12/17/2018 | 12/17/2018   | 559.65           |
|                 | U.S. BANK///         | 4246-0445-5575-5267-11/23/18  | CREDIT ACCOUNT PAYMENT        | 196589  | 12/06/2018 | 12/06/2018   | 180.03           |
|                 | U.S. BANK///         | 4246-0445-5575-5267-11/23/18  | CREDIT ACCOUNT PAYMENT        | 196589  | 12/06/2018 | 12/06/2018   | 62.37            |
|                 | U.S. BANK///         | 4246-0445-5575-5267-11/23/18  | CREDIT ACCOUNT PAYMENT        | 196589  | 12/06/2018 | 12/06/2018   | 77.15            |
|                 | U.S. BANK///         | 4246-0445-5575-5267-11/23/18  | CREDIT ACCOUNT PAYMENT        | 196589  | 12/06/2018 | 12/06/2018   | 30.25            |
|                 | U.S. BANK///         | 4246-0445-5575-5267-11/23/18  | CREDIT ACCOUNT PAYMENT        | 196589  | 12/06/2018 | 12/06/2018   | 50.66            |
|                 | U.S. BANK///         | 4246-0445-5575-5267-11/23/18  | CREDIT ACCOUNT PAYMENT        | 196589  | 12/06/2018 | 12/06/2018   | 16.44            |
|                 | U.S. BANK///         | 4246-0445-5575-5267-11/23/18  | CREDIT ACCOUNT PAYMENT        | 196589  | 12/06/2018 | 12/06/2018   | 66.13            |
|                 | U.S. BANK///         | 4246-0445-5575-5267-11/23/18  | CREDIT ACCOUNT PAYMENT        | 196589  | 12/06/2018 | 12/06/2018   | 17.53            |
|                 | U.S. BANK///         | 4246-0445-5575-5267-11/23/18  | CREDIT ACCOUNT PAYMENT        | 196589  | 12/06/2018 | 12/06/2018   | 87.93            |
|                 | U.S. BANK///         | 4246-0445-5572-5047-11/23/18C | CREDIT ACCOUNT PAYMENT        | 196588  | 12/06/2018 | 12/06/2018   | 4.73             |
|                 | U.S. BANK///         | 4246-0445-5572-5047-11/23/18C | CREDIT ACCOUNT PAYMENT        | 196588  | 12/06/2018 | 12/06/2018   | 3.29             |
|                 | U.S. BANK///         | 4246-0445-5572-5047-11/23/18C | CREDIT ACCOUNT PAYMENT        | 196588  | 12/06/2018 | 12/06/2018   | 123.42           |
|                 | U.S. BANK///         | 4246-0445-5572-5047-11/23/18C | CREDIT ACCOUNT PAYMENT        | 196588  | 12/06/2018 | 12/06/2018   | 35.50            |
|                 | U.S. BANK///         | 4246-0445-5572-5047-11/23/18C | CREDIT ACCOUNT PAYMENT        | 196588  | 12/06/2018 | 12/06/2018   | 186.07           |
|                 | U.S. BANK///         | 4246-0445-5572-5047-11/23/18C | CREDIT ACCOUNT PAYMENT        | 196588  | 12/06/2018 | 12/06/2018   | 75.00            |
|                 | U.S. BANK///         | 4246-0445-5572-5047-11/23/18C | CREDIT ACCOUNT PAYMENT        | 196588  | 12/06/2018 | 12/06/2018   | -310.44          |
|                 | U.S. BANK///         | 4246-0445-5572-5047-11/23/18C | CREDIT ACCOUNT PAYMENT        | 196588  | 12/06/2018 | 12/06/2018   | 563.93           |
|                 | U.S. BANK///         | 4246-0445-5572-5047-11/23/18C | CREDIT ACCOUNT PAYMENT        | 196588  | 12/06/2018 | 12/06/2018   | 78.23            |
|                 | U.S. BANK///         | 4246-0445-5572-5047-11/23/18C | CREDIT ACCOUNT PAYMENT        | 196588  | 12/06/2018 | 12/06/2018   | 738.98           |
|                 | U.S. BANK///         | 4246-0445-5572-5047-11/23/18C | CREDIT ACCOUNT PAYMENT        | 196588  | 12/06/2018 | 12/06/2018   | 25.00            |
|                 | U.S. BANK///         | 4246-0445-5572-5047-11/23/18C | CREDIT ACCOUNT PAYMENT        | 196588  | 12/06/2018 | 12/06/2018   | 56.17            |
|                 |                      |                               |                               |         |            |              | <b>2,728.02</b>  |
| 100-510-540.410 | Senior Activities    |                               |                               |         |            |              |                  |
|                 | U.S. BANK///         | 4246-0445-5572-5047-11/23/18  | CREDIT ACCOUNT PAYMENT        | 196588  | 12/06/2018 | 12/06/2018   | 1.92             |
|                 | U.S. BANK///         | 4246-0445-5572-5047-11/23/18  | CREDIT ACCOUNT PAYMENT        | 196588  | 12/06/2018 | 12/06/2018   | 58.43            |
|                 | U.S. BANK///         | 4246-0445-5572-5047-11/23/18  | CREDIT ACCOUNT PAYMENT        | 196588  | 12/06/2018 | 12/06/2018   | 87.76            |
|                 | U.S. BANK///         | 4246-0445-5572-5047-11/23/18  | CREDIT ACCOUNT PAYMENT        | 196588  | 12/06/2018 | 12/06/2018   | 152.09           |
|                 | U.S. BANK///         | 4246-0445-5572-5047-11/23/18  | CREDIT ACCOUNT PAYMENT        | 196588  | 12/06/2018 | 12/06/2018   | 22.90            |
|                 | U.S. BANK///         | 4246-0445-5572-5047-11/23/18  | CREDIT ACCOUNT PAYMENT        | 196588  | 12/06/2018 | 12/06/2018   | 361.89           |
|                 | U.S. BANK///         | 4246-0445-5572-5047-11/23/18  | CREDIT ACCOUNT PAYMENT        | 196588  | 12/06/2018 | 12/06/2018   | 98.73            |

**INVOICE APPROVAL LIST BY FUND REPORT**

Date: 12/10/2018  
 Time: 5:22 pm  
 Page: 8

CITY OF LAWNSDALE

| Fund/Dept/Acct | Vendor Name  | Invoice #                    | Invoice Description    | Check # | Due Date   | Posting Date                                    | Amount            |
|----------------|--------------|------------------------------|------------------------|---------|------------|---|-------------------|
|                | U.S. BANK/// | 4246-0445-5572-5047-11/23/18 | CREDIT ACCOUNT PAYMENT | 196588  | 12/06/2018 | 12/06/2018                                      | 166.04            |
|                |              |                              |                        |         |            |   | <b>949.76</b>     |
|                |              |                              |                        |         |            | <b>Total Dept. Community Services Programs:</b> | <b>20,476.21</b>  |
|                |              |                              |                        |         |            | <b>Total Fund General Fund:</b>                 | <b>144,283.42</b> |

**Fund: 201 Gas Tax Fund**  
**Dept: 330 Street Maintenance**

|                 |   |                         |                               |        |            |  |                 |
|-----------------|---|-------------------------|-------------------------------|--------|------------|--|-----------------|
| 201-330-515.200 | Electricity<br>SOUTHERN CALIFORNIA EDISON CO.       | DEC 2018                | UTILITIES - ELECTRIC          | 196584 | 12/06/2018 | 12/06/2018                             | 339.46          |
|                 |   |                         |                               |        |            |  | <b>339.46</b>   |
| 201-330-520.400 | Street Maintenance<br>VISTA PAINT                   | 2018-569005-00          | GRAFFITI / TRAFFIC / SUPPLIES | 196628 | 12/17/2018 | 12/17/2018                             | 108.26          |
|                 |   |                         |                               |        |            |  | <b>108.26</b>   |
| 201-330-520.610 | Vehicle Fuel<br>U.S. BANK VOYAGER FLEET SYS///      | 86932-2446-11/24/18-PWD | VEHICLE FUEL - PWD            | 196587 | 12/06/2018 | 12/06/2018                             | 1,281.48        |
|                 |   |                         |                               |        |            |  | <b>1,281.48</b> |
| 201-330-530.100 | Contract Services<br>COUNTY OF LA DEPT OF PUBLIC WK | PW-18111301980          | INDUSTRIAL WASTE SVC-OCT 2018 | 196597 | 12/17/2018 | 12/17/2018                             | 1,719.36        |
|                 | COUNTY OF LA DEPT OF PUBLIC WK                      | PW-18111301980          | INDUSTRIAL WASTE SVC-OCT 2018 | 196597 | 12/17/2018 | 12/17/2018                             | 515.81          |
|                 |   |                         |                               |        |            |  | <b>2,235.17</b> |
|                 |   |                         |                               |        |            | <b>Total Dept. Street Maintenance:</b> | <b>3,964.37</b> |
|                 |   |                         |                               |        |            | <b>Total Fund Gas Tax Fund:</b>        | <b>3,964.37</b> |

**Fund: 202 Air Quality Management Dist.**  
**Dept: 330 Street Maintenance**  
 202-330-550.300 Vehicles

|  |                                |          |                              |        |            |   |                  |
|--|--------------------------------|----------|------------------------------|--------|------------|---|------------------|
|  | SOUTH BAY FORD LINCOLN MERCURY | CF9272NG | 2018 FORD F250 PICK-UP - PWD | 196560 | 11/29/2018 | 11/29/2018                                      | 39,604.86        |
|  |                                |          |                              |        |            |   | <b>39,604.86</b> |
|  |                                |          |                              |        |            | <b>Total Dept. Street Maintenance:</b>          | <b>39,604.86</b> |
|  |                                |          |                              |        |            | <b>Total Fund Air Quality Management Dist.:</b> | <b>39,604.86</b> |

**Fund: 206 Prop A - Local Transit Program**  
**Dept: 510 Community Services Programs**

**INVOICE APPROVAL LIST BY FUND REPORT**

Date: 12/10/2018  
 Time: 5:22 pm  
 Page: 9

CITY OF LAWNSDALE

| Fund/Dept/Acct                                 | Vendor Name                    | Invoice #               | Invoice Description        | Check # | Due Date   | Posting Date | Amount  |
|--|--------------------------------|-------------------------|----------------------------|---------|------------|--------------|---|
| 206-510-520.610                                | Vehicle Fuel                   |                         |                            |         |            |              |   |
|  | U.S. BANK VOYAGER FLEET SYS/// | 86932-2446-11/24/18-CSD | VEHICLE FUEL - CSD         | 196587  | 12/06/2018 | 12/06/2018   | 458.75  |
|  |                                |                         |                            |         |            |              | <b>458.75</b>   |
|  |                                |                         |                            |         |            |              | <b>Total Dept. Community Services Programs: 458.75</b>    |
|  |                                |                         |                            |         |            |              | <b>Total Fund Prop A - Local Transit Program: 458.75</b>  |
| <br>   |                                |                         |                            |         |            |              |   |
| <b>Fund: 207 Prop C - Local Transit Assist</b> |                                |                         |                            |         |            |              |   |
| <b>Dept: 310 Public Works Admin.</b>           |                                |                         |                            |         |            |              |   |
| 207-310-530.200                                | Professional Services          |                         |                            |         |            |              |   |
|  | PROJECT PARTNERS INC           | 8708                    | TEMP. STAFFING SVC-DIR-PWD | 196582  | 12/06/2018 | 12/06/2018   | 4,228.27  |
|  |                                |                         |                            |         |            |              | <b>4,228.27</b>   |
|  |                                |                         |                            |         |            |              | <b>Total Dept. Public Works Admin.: 4,228.27</b>          |
|  |                                |                         |                            |         |            |              | <b>Total Fund Prop C - Local Transit Assist: 4,228.27</b> |
| <br>   |                                |                         |                            |         |            |              |   |
| <b>Fund: 218 Hawthorne Blvd. Maint. Fund</b>   |                                |                         |                            |         |            |              |   |
| <b>Dept: 330 Street Maintenance</b>            |                                |                         |                            |         |            |              |   |
| 218-330-515.200                                | Electricity                    |                         |                            |         |            |              |   |
|  | SOUTHERN CALIFORNIA EDISON CO. | DEC 2018                | UTILITIES - ELECTRIC       | 196584  | 12/06/2018 | 12/06/2018   | 385.07  |
|  |                                |                         |                            |         |            |              | <b>385.07</b>   |
|  |                                |                         |                            |         |            |              | <b>Total Dept. Street Maintenance: 385.07</b>             |
|  |                                |                         |                            |         |            |              | <b>Total Fund Hawthorne Blvd. Maint. Fund: 385.07</b>     |
| <br>   |                                |                         |                            |         |            |              |   |
| <b>Fund: 239 SAFETEA-LU (678,000)</b>          |                                |                         |                            |         |            |              |   |
| <b>Dept: 310 Public Works Admin.</b>           |                                |                         |                            |         |            |              |   |
| 239-310-530.200                                | Professional Services          |                         |                            |         |            |              |   |
|  | PROJECT PARTNERS INC           | 8708                    | TEMP. STAFFING SVC-DIR-PWD | 196582  | 12/06/2018 | 12/06/2018   | 4,228.27  |
|  |                                |                         |                            |         |            |              | <b>4,228.27</b>   |
|  |                                |                         |                            |         |            |              | <b>Total Dept. Public Works Admin.: 4,228.27</b>          |
|  |                                |                         |                            |         |            |              | <b>Total Fund SAFETEA-LU (678,000): 4,228.27</b>          |
| <br>   |                                |                         |                            |         |            |              |   |
| <b>Fund: 244 Measure R Fund</b>                |                                |                         |                            |         |            |              |   |
| <b>Dept: 310 Public Works Admin.</b>           |                                |                         |                            |         |            |              |   |
| 244-310-530.200                                | Professional Services          |                         |                            |         |            |              |   |
|  | PROJECT PARTNERS INC           | 8708                    | TEMP. STAFFING SVC-DIR-PWD | 196582  | 12/06/2018 | 12/06/2018   | 4,228.27  |

**INVOICE APPROVAL LIST BY FUND REPORT**

Date: 12/10/2018  
 Time: 5:22 pm  
 Page: 10

CITY OF LAWNSDALE

| Fund/Dept/Acct                                 | Vendor Name                 | Invoice #                     | Invoice Description        | Check # | Due Date   | Posting Date                                 | Amount   |
|--|-----------------------------|-------------------------------|----------------------------|---------|------------|--|----------|
|  |                             |                               |                            |         |            |  | 4,228.27 |
|  |                             |                               |                            |         |            | <b>Total Dept. Public Works Admin.:</b>      | 4,228.27 |
|  |                             |                               |                            |         |            | <b>Total Fund Measure R Fund:</b>            | 4,228.27 |
| <br><b>Fund: 304 Succ Agency Projects Fund</b> |                             |                               |                            |         |            |  |          |
| <b>Dept: 120 City Attorney</b>                 |                             |                               |                            |         |            |  |          |
| 304-120-530.320                                | Legal - Litigation          |                               |                            |         |            |  |          |
|  | ALESHIRE & WYNDER, LLP      | 49252                         | LEGAL SVCS-AGENCY-NOV 2018 | 196567  | 12/06/2018 | 12/06/2018                                   | 307.50   |
|  |                             |                               |                            |         |            |  | 307.50   |
|  |                             |                               |                            |         |            | <b>Total Dept. City Attorney:</b>            | 307.50   |
|  |                             |                               |                            |         |            | <b>Total Fund Succ Agency Projects Fund:</b> | 307.50   |
| <br><b>Fund: 307 2009 TABS</b>                 |                             |                               |                            |         |            |  |          |
| <b>Dept: 610 Redevelopment</b>                 |                             |                               |                            |         |            |  |          |
| 307-610-530.200                                | Professional Services       |                               |                            |         |            |  |          |
|  | PROJECT PARTNERS INC        | 8708                          | TEMP. STAFFING SVC-DIR-PWD | 196582  | 12/06/2018 | 12/06/2018                                   | 4,228.27 |
|  |                             |                               |                            |         |            |  | 4,228.27 |
| 307-610-700.221                                | Closure of Mobile Home Park |                               |                            |         |            |  |          |
|  | DEPT OF HOUSING & COMM DEV  | 19-0068-MP-BLUE BONNET MOBILE | PERMIT TO OPERATE - 2018   | 196555  | 11/29/2018 | 11/29/2018                                   | 301.00   |
|  |                             |                               |                            |         |            |  | 301.00   |
|  |                             |                               |                            |         |            | <b>Total Dept. Redevelopment:</b>            | 4,529.27 |
|  |                             |                               |                            |         |            | <b>Total Fund 2009 TABS:</b>                 | 4,529.27 |
| <br><b>Fund: 501 Deposit/Donations</b>         |                             |                               |                            |         |            |  |          |
| <b>Dept: 000</b>                               |                             |                               |                            |         |            |  |          |
| 501-000-200.307                                | Community Center Deposits   |                               |                            |         |            |  |          |
|  | PATEL/SALEHA//              | F/69246                       | REFUND FEE-RENTAL DEPOSIT  | 196613  | 12/17/2018 | 12/17/2018                                   | 500.00   |
|  | ST. CATHERINE CARNIVAL      | F/69687                       | REFUND FEE-RENTAL DEPOSIT  | 196586  | 12/06/2018 | 12/06/2018                                   | 250.00   |
|  |                             |                               |                            |         |            |  | 750.00   |
|  |                             |                               |                            |         |            | <b>Total Dept. 000:</b>                      | 750.00   |
|  |                             |                               |                            |         |            | <b>Total Fund Deposit/Donations:</b>         | 750.00   |

**Fund: 502 Employee Benefit Trust Fund**  
**Dept: 000**

## INVOICE APPROVAL LIST BY FUND REPORT

Date: 12/10/2018  
Time: 5:22 pm  
Page: 11

CITY OF LAWNSDALE

| Fund/Dept/Acct  | Vendor Name                    | Invoice #               | Invoice Description            | Check # | Due Date   | Posting Date | Amount   |
|-----------------|--------------------------------|-------------------------|--------------------------------|---------|------------|--------------|--|
| 502-000-200.205 | Dental Insurance Payable       |                         |                                |         |            |              |  |
|                 | DELTA DENTAL                   | BE00 3081062-11/01/18   | DENTAL INSURANCE PREMIUM       | 196551  | 11/29/2018 | 11/29/2018   | 2,597.34   |
|                 | DELTA DENTAL                   | BE00 3116254-12/01/2018 | DENTAL INSURANCE PREMIUM       | 196552  | 11/29/2018 | 11/29/2018   | 2,597.34   |
|                 | DELTA DENTAL INS               | BE00 3079394-11/01/2018 | HMO DENTAL INSURANCE           | 196553  | 11/29/2018 | 11/29/2018   | 127.41   |
|                 | DELTA DENTAL INS               | BE00 3114735-12/01/2018 | HMO DENTAL INSURANCE           | 196554  | 11/29/2018 | 11/29/2018   | 127.41   |
|                 |                                |                         |                                |         |            |              | <b>5,449.50</b>  |
| 502-000-200.215 | Accident Insurance Payable     |                         |                                |         |            |              |  |
|                 | THE STANDARD, UNIT 22          | NOV 2018-ADD            | AD & D INSURANCE PREMIUM       | 196561  | 11/29/2018 | 11/29/2018   | 81.25  |
|                 |                                |                         |                                |         |            |              | <b>81.25</b>   |
| 502-000-200.216 | EAP Premium Payable            |                         |                                |         |            |              |  |
|                 | MANAGED HEALTH NETWORK         | PRM-030550              | EMP. ASSIST PROGRAM - NOV 2018 | 196559  | 11/29/2018 | 11/29/2018   | 96.14  |
|                 |                                |                         |                                |         |            |              | <b>96.14</b>   |
| 502-000-200.217 | Life Insurance Premium Payable |                         |                                |         |            |              |  |
|                 | THE STANDARD, UNIT 22          | NOV 2018-LIFE           | LIFE INSURANCE PREMIUM         | 196561  | 11/29/2018 | 11/29/2018   | 780.00   |
|                 |                                |                         |                                |         |            |              | <b>780.00</b>  |
| 502-000-200.218 | LTD Premium Payable            |                         |                                |         |            |              |  |
|                 | THE STANDARD, UNIT 22          | NOV 2018-LTD            | LTD INSURANCE PREMIUM          | 196561  | 11/29/2018 | 11/29/2018   | 991.68   |
|                 |                                |                         |                                |         |            |              | <b>991.68</b>  |
| 502-000-200.219 | Colonial Life Payable - Pretax |                         |                                |         |            |              |  |
|                 | COLONIAL LIFE & ACCIDENTS, INC | E7421597-NOV 18-PRE     | SECTION 125 - PRE TAX          | 196549  | 11/29/2018 | 11/29/2018   | 1,367.13   |
|                 |                                |                         |                                |         |            |              | <b>1,367.13</b>  |
| 502-000-200.220 | Colonial Life Payable Taxable  |                         |                                |         |            |              |  |
|                 | COLONIAL LIFE & ACCIDENTS, INC | E7421597-NOV 2018-POST  | SECTION 125 - POST TAX         | 196549  | 11/29/2018 | 11/29/2018   | 1,725.88   |
|                 |                                |                         |                                |         |            |              | <b>1,725.88</b>  |
| 502-000-200.228 | Vision Care Payable            |                         |                                |         |            |              |  |
|                 | VISION SERVICE PLAN            | NOV 2018                | VISION PREMIUM PAYMENT         | 196562  | 11/29/2018 | 11/29/2018   | 819.47   |
|                 |                                |                         |                                |         |            |              | <b>819.47</b>  |
|                 |                                |                         |                                |         |            |              | <b>Total Dept. 000: 11,311.05</b>                        |
|                 |                                |                         |                                |         |            |              | <b>Total Fund Employee Benefit Trust Fund: 11,311.05</b> |
|                 |                                |                         |                                |         |            |              | <b>Grand Total: 218,279.10</b>                           |

**MINUTES OF THE  
LAWNDALE CITY COUNCIL REGULAR MEETING  
December 3, 2018**

- 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 Daniel Reid, Councilmember James H. Osborne, Councilmember Pat Kearney, Councilmember Bernadette Suarez

Other Participants: City Clerk Rhonda Hofmann Gorman, City Manager Stephen N. Mandoki, City Attorney Tiffany J. Israel, Los Angeles County Sheriff's Department Captain April Tardy, Community Services Director Mike Estes, Assistant to the City Manager/Human Resources Director Raylette Felton, Municipal Services Director Michael Reyes, Finance Director Kenneth Louie, Community Development Director Sean Moore, Interim Public Works Director/City Engineer Jonathan Wu, Assistant City Clerk Matthew Ceballos and approximately 30 audience members

B. **CEREMONIALS**

Councilmember Kearney led the flag salute and Pastor Eddie Vargas with Restoration Life Church provided the inspiration.

C. **PUBLIC SAFETY REPORT**

Captain Tardy summarized recent law enforcement activities. A few comments made congratulating John Burcher on his new position in the Sheriff's Department.

D. **ORAL COMMUNICATIONS - ITEMS NOT ON THE AGENDA**

- Jose Padilla, Resident, requested a citizens meeting with Council to discuss potential projects on Hawthorne Boulevard and Manhattan Beach Boulevard.
- Sandra Alfaro, Resident, requested a citizens meeting with Council to discuss potential projects on Hawthorne Boulevard and Manhattan Beach Boulevard.
- Marisela Ruiz, Resident, supported a citizens meeting with Council to discuss potential projects on Hawthorne Boulevard and Manhattan Beach Boulevard.
- Lyda Truick, Interim Library Director, briefly spoke about the following library programs: last week of the season for baby and toddler story times, "Annie Bannaie" storyteller event, and "MakMo" STEM events.
- Ana Gonzalez, Resident, requested a citizens meeting with Council to discuss potential projects on Hawthorne Boulevard and Manhattan Beach Boulevard.
- Agustin Gonzalez, Resident, spoke about his desire to see a good project on Hawthorne Boulevard and Manhattan Beach Boulevard.
- Jesus Rodriguez, Resident, supported a citizens meeting with Council to discuss potential projects on Hawthorne Boulevard and Manhattan Beach Boulevard.

- Pam London, Resident, spoke about parking issues throughout the City, expressed interest in seeing a policy to ensure rental properties required parking.
- Liz Oliveros, Resident, spoke about a halfway house on the corner for Marine Avenue and Burin Avenue and how the condition has improved. Inquired about an update on the house to understand what had been done. Also spoke about cars not stopping at the stop sign and only one crossing guard near Jane Addams Middle School.
- Deena Sopka, Resident, spoke about a Public Records Request she submitted being delayed. She also spoke about a code enforcement officer's behavior.
- Ivan Gonzalez, Resident, supported a citizens meeting with Council to discuss potential projects on Hawthorne Boulevard and Manhattan Beach Boulevard.
- Gary White, Resident, congratulated the Lawndale High School Football team, mentioned the State Championship on December 15<sup>th</sup>. Urged the council to move ahead as necessary with the development of the site near Hawthorne Boulevard and Manhattan Beach Boulevard.
- Brian Rodriguez, Resident, requested a citizens meeting with Council to discuss potential projects on Hawthorne Boulevard and Manhattan Beach Boulevard.
- Denise Campos, SoCal Gas Public Affairs Manager for the Lawndale Area, provided an update on SoCal Gas. She also spoke about emission reduction goals and the steps being taken by SoCal Gas, the infrastructure plan, and charitable donations.

**E. COMMENTS FROM COUNCIL**

The City Council responded generally to the comments, but request placement of any issues on a future meeting agenda.

**F. CONSENT CALENDAR**

1. **Motion to read by title only and waive further reading of all ordinances listed on the agenda**  
(Recommendation: that City Council approve.)
2. **Updated Purchasing Policy - 2<sup>nd</sup> Reading**  
(Recommendation: that the City Council adopt Ordinance No. 1148-18.)
3. **Updating the Use of Urban Development Action Grant Funds - 2<sup>nd</sup> Reading**  
(Recommendation: that the City Council adopt Ordinance No. 1149-18.)
4. **Waiver of Fees – Memorial for Charmaine Doty**  
(Recommendation: that the City Council waive the fees for Charmaine Doty's Memorial at the Harold E. Hofmann Community Center which was held on Friday, November 30, 2018.)
5. **Youth Basketball Officiating Agreement**  
(Recommendation: that the City Council approve the agreement for Basketball Officiating Services between the City of Lawndale and Jerome Johnson, authorizing Mayor Robert Pullen-Miles to execute the agreement for a total amount not to exceed \$35,970.00 for three (3) years of services.)

6. **Professional Service Agreement for a Senior Project Manager**  
(Recommendation: that the City Council approve a professional services agreement with KOA Corporation as proposed in the letter proposal dated October 19, 2018 with the option for renewal for another 12-months term under the same terms and conditions.)
7. **Amendment to the Solid Waste Management Consulting Services Contract**  
(Recommendation: that the City Council approve the Fourth Amendment to Contract Services Agreement for AB 939 Compliance Services with HF&H Consultants, LLC, through December 31, 2020.)
8. **Award Construction Contract for Concrete Repairs Project**  
(Recommendation: that the City Council (a) award a construction contract in the amount of \$182,949.20 to Ruiz Concrete & Paving Inc. for the Concrete Repairs Project FY 18/19; and (b) approve a fifteen percent (15%) contingency of \$27,442 to avoid project delays and facilitate timely project completion.)
9. **Accounts Payable Register**  
(Recommendation: that the City Council adopts Resolution No. CC-1812-049, authorizing the payment of certain claims and demands in the amount of \$437,955.55.)
10. **Minutes of the Lawndale City Council Regular Meeting – November 5, 2018**  
(Recommendation: that City Council approve.)

Councilmember Kearney inquired about consent calendar item no. 6, requested more information on the necessity of contracting out for another senior project manager. City Manager Stephen Mandoki explained that a consultant senior project manager is necessary for the large project load that needs attention, would be paid for in conjunction with federal dollars and grants. A dialogue ensued between City Council and Staff regarding the Inglewood Avenue project and the issues that need attention such as re-paving, signals, street signs, and dedicated turn lanes. City Manager Stephen noted that the project manager would be used strictly on an as needed basis.

**A motion by Councilmember Suarez to approve the consent calendar was seconded by Councilmember Osborne and carried by a vote of 5-0.**

**G. ADMINISTRATION**

11. **Youth Advisory Committee Appointments**  
(Recommendation: that the City Council (a) approve the Mayor's appointments by directing staff to insert the appointees' names in Section 1 of Resolution No. CC-1812-052, and (b) that the City Council adopt the resolution as amended.)

Assistant City Clerk Matthew Ceballos briefly reported on the proposed.

Mayor Pullen-Miles made six appointments to the Youth Advisory Committee.

**A motion by Councilmember Kearney to approve the Mayor's appointments by directing staff to insert the appointees' names in Section 1 of Resolution and adopt Resolution No. CC-1812-052 was seconded by Councilmember Osborne and carried by a vote of 5-0.**

A dialogue ensued between City Council regarding the Youth Advisory Committee and their participation in the historical society, the Youth Day parade, and possible scholarship opportunities.

**12. Salary Schedule and Benefits for Designated Central Management Employees and a Third Amendment to the City Manager Agreement**

(Recommendation: that the City Council (a) adopts Resolution No. CC-1812-050, approving the Salary and Benefits for the Central Management Team; and (b) approve the third amendment to the City Manager Agreement.)

Assistant to the City Manager/Human Resources Director Raylette Felton reported on the proposed amendment to the salary schedule and benefits for the Central Management Employees.

**A motion by Mayor Pro-Tem Reid to adopt Resolution No. CC-1812-050 and approve the third amendment to the City Manager Agreement was seconded by Councilmember Kearney and carried by a vote of 5-0**

**13. Award Construction Contract for Burin House Project and Amend the Project Budget**

(Recommendation: that the City Council (a) award a construction contract in the amount of \$128,265 to NOHO Construction for Burin House Project, (b) appropriate \$25,641 from Bond Proceeds to the Burin House Project, (c) reduce appropriations of \$25,641 from Street Improvement Project (Bond Funds), (d) appropriate \$25,641 from Measure M Fund for Street Improvements; and (e) approve a twelve percent (12%) contingency of \$15,400 to avoid project delays and facilitate timely project completion.)

Interim Public Works Director Jonathan Wu reported on the proposed construction contract.

**A motion by Councilmember Osborne to award the construction contract in the amount of \$128,265 to NOHO Construction for Burin House Project and approve all recommended appropriations was seconded by Councilmember Reid and carried by a vote of 5-0.**

**14. Updating Informal Bidding Thresholds on Public Projects**

(Recommendation: that the City Council approve the first reading of Ordinance No. 1150-18, updating the City's informal bidding threshold for the selection of contractors to be consistent with the current limits allowed by State law.)

Interim Director Wu reported on the proposed update to the informal bidding thresholds.

Councilmember Kearney inquired about the changes to the bidding and approval process, City Manager Stephen Mandoki clarified that the changes are in the threshold amounts but the project limits and scopes are previously approved by City Council. A dialogue ensued between City Council and Staff regarding the threshold changes being in line with State standards and continued transparency in the bidding process.

City Attorney Lona Laymon read the title of Ordinance No 1150-18.

**A motion by Councilmember Osborne to approve the first reading of Ordinance No. 1150-18 was seconded by Councilmember Kearney and carried by a vote of 5-0.**

**15. Renaming of 147<sup>th</sup> Street to Lawndale Way**

(Recommendation: that the City Council adopts Resolution No. CC-1812-051, renaming 147<sup>th</sup> Street to Lawndale Way between Hawthorne Boulevard and Burin Avenue.)

Interim Director Wu reported on the proposed renaming 147<sup>th</sup> Street to Lawndale Way.

Councilmember Osborne spoke about the renaming of the street and its history.

**A motion by Councilmember Osborne to adopt Resolution No. CC-1812-051 was seconded by Mayor Pullen-Miles and carried by a vote of 5-0.**

**H. ITEMS FROM COUNCILMEMBERS**

**16. Councilmember Report of Attendance at Meetings and/or Events**

Councilmember Kearney attended the Library Trust meeting, Angel Tree event, Santa's Sleigh event, Cora Castillo and Charmaine Doty ceremonies, and the newly elected Sherriff's swearing-in ceremony.

Councilmember Suarez had nothing to report.

Councilmember Osborne attended the Angel Tree event and the newly elected Sherriff's swearing-in ceremony.

Mayor Pro-Tem Reid attended the Angel Tree event, Contract Cities meeting, and Charmaine Doty's ceremony.

Mayor Pullen-Miles attended the Angel Tree event, Santa's Sleigh event, as well as Cora Castillo and Charmaine Doty ceremonies.

**I. ADJOURNMENT**

Councilmember Osborne, requested Charmaine Doty's name to be added to the Lawndale Wall of Distinction, City Council came to consensus to agendize the item.

Mayor Pullen-Miles adjourned the meeting in honor of Charmaine Doty and Cora Castillo.

There being no further business to conduct, the Mayor adjourned the meeting at 7:30 p.m.

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Robert Pullen-Miles, Mayor

ATTEST:

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Rhonda Hofmann Gorman, City Clerk

Approved: \_\_\_/\_\_\_

DRAFT



# SUCCESSOR AGENCY TO THE LAWNDALE REDEVELOPMENT AGENCY

14717 BURIN AVENUE, LAWNDALE, CALIFORNIA 90260  
PHONE (310) 973-3200, FAX (310) 644-4556  
www.lawndalecity.org

DATE: December 17, 2018

TO: Honorable Chairman and Agency Members

FROM: Stephen N. Mandoki, Executive Director 

PREPARED BY: Sean M. Moore, AICP, Community Development Director 

SUBJECT: **CONSIDERATION OF THE RECOGNIZED PAYMENT OBLIGATION  
SCHEDULE (ROPS) 19-20 AND THE ADMINISTRATIVE BUDGET  
FOR FISCAL YEAR 2019-2020**

## BACKGROUND

ABx1 26 ended redevelopment in California. That legislation, along with AB 1484, sets the rules and procedures for the dissolution of redevelopment agencies. Successor agencies were created by ABx1 26 to settle the affairs of the dissolved redevelopment agencies.

Under current state law, successor agencies are annually provided with tax increment funds to pay the debts of the former redevelopment agencies. Successor agencies must prepare a recognized obligation payment schedule (ROPS) annually.

The county auditor controllers use the ROPS to determine the amount of tax increment it will give to successor agencies for each annual ROPS period. After a successor agency prepares a ROPS, the payment schedule is reviewed and approved by the successor agency's oversight board and then approved by the California Department of Finance (DOF).

In prior ROPS periods, the DOF and the Oversight Board for the Lawndale Successor Agency have approved the following ROPS and the Los Angeles County Auditor Controller has provided the funding required for the obligations listed in the following schedules:

- *1<sup>st</sup> ROPS (January 1, 2012 to June 30, 2012)*
- *2<sup>nd</sup> ROPS (July 1, 2012 to December 31, 2012)*
- *3<sup>rd</sup> ROPS (January 1, 2013 to June 30, 2013)*
- *ROPS 13-14A (July 1, 2013 to December 31, 2013)*
- *ROPS 13-14B (January 1, 2014 to June 30, 2014)*
- *ROPS 14-15A (July 1, 2014 to December 31, 2014)*
- *ROPS 14-15B (January 1, 2015 to June 30, 2015)*
- *ROPS 15-16A (July 1, 2015 to December 31, 2015)*

- *ROPS 15-16B (January 1, 2016 to June 30, 2016)*
- *ROPS 17-18A (July 1, 2016 to December 31, 2016)*
- *ROPS 17-18 (July 1, 2017 to June 30, 2018)*
- *ROPS 18-19 (July 1, 2018 to June 30, 2019)*

STAFF REVIEW

The next ROPS 19-20 (July 1, 2019 to June 30, 2020) must be submitted to the DOF by February 1, 2019. The Successor Agency to the Lawndale Redevelopment Agency has prepared ROPS 19-20 and is expected to submit ROPS 19-20 to the Los Angeles County Consolidated Oversight Board. Staff recommends that the Agency submit the proposed ROPS to the LA County Consolidated Oversight Board, ultimately for submission to the DOF in order to meet the February 1, 2019 deadline.

Along with the ROPS, an administrative budget must be approved by the Oversight Board and DOF for the July 1, 2019 to June 30, 2020 period (See Attachment B). In this vein, the ROPS 19-20 lists the following Successor Agency Obligations:

1. **Bond Debt Service** – debt service payment for the Redevelopment Agency’s 2009 bonds.
2. **California I-Bank** – debt service payment for the California Infrastructure Bank loan that was used to improve Hawthorne Boulevard.
3. **Successor Agency Staff and Supplies** (Administrative Allowances) – Funding for staff and supplies needed to operate the Successor Agency.
4. **Successor Agency Audit** – Funding for the preparation of the annual Successor Agency Audit.
5. **Repayment of Loans to the City of Lawndale** - The former Redevelopment Agency borrowed funds from the City. Beginning with the ROPS 14-15B, the Successor Agency began repaying those loans to the City.
6. **Repayment of Debt to the Housing Fund** – The former Redevelopment Agency owed money to its low and moderate income housing fund. The Successor Agency will receive tax increment to pay the housing fund debt. The Lawndale Housing Authority will receive the funding and use it to create affordable housing.
7. **Disposition of Agency Property** – Funding for the processes involved in the sale of former Agency-owned land (such as property appraisals).

COMMISSION REVIEW

None required.

LEGAL REVIEW

None required.

FUNDING

None required.

RECOMMENDATION

Staff recommends that the Successor Agency approve and direct staff to submit to the Los Angeles County Consolidated Oversight Board and California Department of Finance the ROPS 19-20 and Administrative Budget FY 2019-20, and authorize staff to make any changes needed.

**ATTACHMENTS:**

- A. Administrative Budget
- B. ROPS 19-20

**ATTACHMENT A**

**Administrative Budget**

Successor Agency to the Lawndale Redevelopment Agency

Administrative Budget for the Period July 1, 2019 to June 30, 2020

ROPS 18-19 Period

Personnel Costs

|  |           |
|--|-----------|
| Community Development Department       | \$121,800 |
| Finance Department                     | \$ 98,200 |
| Operations                             | \$10,000  |
| Legal                                  | \$20,000  |
| <hr/>                                  |           |
| Total Budget Costs    7/1/19 – 6/30/20 | \$250,000 |

**ATTACHMENT B**

**ROPS 18-19**

**Recognized Obligation Payment Schedule (ROPS 19-20) - Summary  
Filed for the July 1, 2019 through June 30, 2020 Period**

**Successor Agency:** Lawndale  
**County:** Los Angeles

| <b>Current Period Requested Funding for Enforceable Obligations (ROPS Detail)</b> | <b>19-20A Total<br/>(July - December)</b> | <b>19-20B Total<br/>(January - June)</b> | <b>ROPS 19-20 Total</b> |
|---|---|--|-------------------------|
| <b>A Enforceable Obligations Funded as Follows (B+C+D):</b>                       | <b>\$ -</b>                               | <b>\$ -</b>                              | <b>\$ -</b>             |
| B Bond Proceeds   | -   | -  | -                       |
| C Reserve Balance   | -   | -  | -                       |
| D Other Funds   | -   | -  | -                       |
| <b>E Redevelopment Property Tax Trust Fund (RPTTF) (F+G):</b>                     | <b>\$ 1,719,808</b>                       | <b>\$ 1,276,890</b>                      | <b>\$ 2,996,698</b>     |
| F RPTTF   | 1,594,808                                 | 1,151,890                                | 2,746,698               |
| G Administrative RPTTF  | 125,000                                   | 125,000                                  | 250,000                 |
| <b>H Current Period Enforceable Obligations (A+E):</b>                            | <b>\$ 1,719,808</b>                       | <b>\$ 1,276,890</b>                      | <b>\$ 2,996,698</b>     |

Certification of Oversight Board Chairman:  
Pursuant to Section 34177 (o) of the Health and Safety code, I hereby certify that the above is a true and accurate Recognized Obligation Payment Schedule for the above named successor agency.

\_\_\_\_\_  
Name Title

/s/ \_\_\_\_\_  
Signature Date

**Lawndale Recognized Obligation Payment Schedule (ROPS 19-20) - Report of Cash Balances**  
**July 1, 2016 through June 30, 2017**  
**(Report Amounts in Whole Dollars)**

Pursuant to Health and Safety Code section 34177 (l), Redevelopment Property Tax Trust Fund (RPTTF) may be listed as a source of payment on the ROPS, but only to the extent no other funding source is available or when payment from property tax revenues is required by an enforceable obligation. For tips on how to complete the Report of Cash Balances Form, see Cash Balance Tips Sheet.

| A | B   | C                                     | D                                    | E  | F                                  | G                         | H               |
|---|---|---------------------------------------|--------------------------------------|--|------------------------------------|---------------------------|-----------------|
|   |   | <b>Fund Sources</b>                   |                                      |  |                                    |                           |                 |
|   |   | <b>Bond Proceeds</b>                  |                                      | <b>Reserve Balance</b>   | <b>Other Funds</b>                 | <b>RPTTF</b>              |                 |
|   | <b>ROPS 16-17 Cash Balances<br/>(07/01/16 - 06/30/17)</b>   | Bonds issued on or<br>before 12/31/10 | Bonds issued on or<br>after 01/01/11 | Prior ROPS RPTTF<br>and Reserve<br>Balances retained<br>for future period(s) | Rent,<br>Grants,<br>Interest, etc. | Non-Admin<br>and<br>Admin | <b>Comments</b> |
| 1 | <b>Beginning Available Cash Balance (Actual 07/01/16)</b><br>RPTTF amount should exclude "A" period distribution amount   |                                       |                                      |  | 78,196                             | 72,624                    |                 |
| 2 | <b>Revenue/Income (Actual 06/30/17)</b><br>RPTTF amount should tie to the ROPS 16-17 total distribution from the County Auditor-Controller                        |                                       |                                      |  | 13,345                             | 2,499,378                 |                 |
| 3 | <b>Expenditures for ROPS 16-17 Enforceable Obligations (Actual 06/30/17)</b>  |                                       |                                      |  |                                    | 2,433,031                 |                 |
| 4 | <b>Retention of Available Cash Balance (Actual 06/30/17)</b><br>RPTTF amount retained should only include the amounts distributed as reserve for future period(s) |                                       |                                      |  | 66,347                             |                           |                 |
| 5 | <b>ROPS 16-17 RPTTF Prior Period Adjustment</b><br>RPTTF amount should tie to the Agency's ROPS 16-17 PPA form submitted to the CAC                               | No entry required                     |                                      |  |                                    |                           |                 |
| 6 | <b>Ending Actual Available Cash Balance (06/30/17)</b><br>C to F = (1 + 2 - 3 - 4), G = (1 + 2 - 3 - 4 - 5)   | \$ 0                                  | \$ 0                                 | \$ 0   | \$ 25,194                          | \$ 138,971                |                 |

Lawndale Recognized Obligation Payment Schedule (ROPS 19-20) - ROPS Detail

July 1, 2019 through June 30, 2020

(Report Amounts in Whole Dollars)

| A  | B   | C  | D         | E          | F                          | G   | H    | I             | J | K            | 19-20A (July - December)             |                 |                  |              |              | Q            | 19-20B (January - June) |                 |             |              |             | W            |
|----|---|--|-----------|------------|----------------------------|---|------|---------------|---|--------------|--------------------------------------|-----------------|------------------|--------------|--------------|--------------|-------------------------|-----------------|-------------|--------------|-------------|--------------|
|    |   |  |           |            |                            |   |      |               |   |              | Fund Sources                         |                 |                  |              |              |              | Fund Sources            |                 |             |              |             |              |
|    |   |  |           |            |                            |   |      |               |   |              | Bond Proceeds                        | Reserve Balance | Other Funds      | RPTTF        | Admin RPTTF  |              | Bond Proceeds           | Reserve Balance | Other Funds | RPTTF        | Admin RPTTF |              |
|    |   |  |           |            |                            |   |      |               |   |              | Total Outstanding Debt or Obligation | Retired         | ROPS 19-20 Total | 19-20A Total | 19-20B Total |              |                         |                 |             |              |             |              |
|    |   |  |           |            |                            |   |      | \$ 40,932,195 |   | \$ 2,996,698 | \$ 0                                 | \$ 0            | \$ 0             | \$ 1,594,808 | \$ 125,000   | \$ 1,719,808 | \$ 0                    | \$ 0            | \$ 0        | \$ 1,151,890 | \$ 125,000  | \$ 1,276,890 |
| 1  | 2009 Tax Allocation Bonds                       | Bonds Issued On or Before                        | 9/21/2009 | 2/1/2045   | Wells Fargo                | Bond Debt Service   | LERP | 18,435,000    | N | \$ 1,299,713 |                                      |                 |                  | 808,150      |              | \$ 808,150   |                         |                 |             | 491,563      |             | \$ 491,563   |
| 2  | Hawthorne Blvd I-Bank Loan                      | Third-Party Loans                                | 7/15/2002 | 8/1/2032   | Wells Fargo                | California state infrastructure loan                                | LERP | 1,176,051     | N | \$ 117,439   |                                      |                 |                  | 97,296       |              | \$ 97,296    |                         |                 |             | 20,143       |             | \$ 20,143    |
| 3  | Successor Agency Administration                 | Admin Costs                                      | 7/1/2014  | 12/31/2014 | City of Lawndale           | Successor Agency staff and supplies                                 | LERP | 250,000       | N | \$ 250,000   |                                      |                 |                  | 125,000      |              | \$ 125,000   |                         |                 |             | 125,000      |             | \$ 125,000   |
| 24 | Disposition of Agency Property                  | Property Dispositions                            | 1/1/2014  | 6/30/2014  | To be selected             | land disposal strategy for successor agency                         | LERP |               | N | \$ -         |                                      |                 |                  |              |              | \$ -         |                         |                 |             |              |             | \$ -         |
| 25 | Disposition of Agency Property                  | Property Dispositions                            | 1/1/2014  | 6/30/2014  | To be selected             | Appraisals of agency owned property                                 | LERP |               | N | \$ -         |                                      |                 |                  |              |              | \$ -         |                         |                 |             |              |             | \$ -         |
| 28 | SA Audit Agreement                              | Professional Services                            | 7/15/2013 | 7/14/2016  | Marcomm LLP                | prepare annual Successor Agency audit                               | LERP | 4,339         | N | \$ 4,339     |                                      |                 |                  | 4,339        |              | \$ 4,339     |                         |                 |             |              |             | \$ -         |
| 30 | Property Management, Relocation, & Right of Way | Professional Services                            | 7/15/2013 | 1/10/2019  | Overland Pacific & Cutler  | Provide property management, relocation and right of way services   | LERP |               | N | \$ -         |                                      |                 |                  |              |              | \$ -         |                         |                 |             |              |             | \$ -         |
| 31 | Public Works Agreement                          | City/County Loan (Prior 06/28/11), Cash exchange | 5/30/2013 | 2/1/2045   | City of Lawndale           | Reinstated reimbursement agreement with City                        | LERP | 836,571       | N | \$ 58,515    |                                      |                 |                  | 50,427       |              | \$ 50,427    |                         |                 |             | 8,088        |             | \$ 8,088     |
| 32 | Bond Cooperation Agreement                      | Improvement/Infrastructure                       | 5/6/2013  | 2/1/2045   | City of Lawndale           | Agreement to assist with construction of bond funded infrastructure | LERP |               | N | \$ -         |                                      |                 |                  |              |              | \$ -         |                         |                 |             |              |             | \$ -         |
| 33 | 2000 Cooperation Agreement                      | City/County Loan (Prior 06/28/11), Cash exchange | 7/10/2000 | 2/1/2045   | City of Lawndale           | Loan from City for administrative and capital expenditures          | LERP | 5,424,328     | N | \$ 360,270   |                                      |                 |                  | 180,135      |              | \$ 180,135   |                         |                 |             | 180,135      |             | \$ 180,135   |
| 34 | 2000 Financing Agreement                        | City/County Loan (Prior 06/28/11), Cash exchange | 7/10/2000 | 2/1/2045   | City of Lawndale           | Loan from City for program and capital expenditures                 | LERP | 9,500,139     | N | \$ 360,270   |                                      |                 |                  | 180,135      |              | \$ 180,135   |                         |                 |             | 180,135      |             | \$ 180,135   |
| 35 | 2001 Cooperation Agreement                      | City/County Loan (Prior 06/28/11), Cash exchange | 6/16/2001 | 2/1/2045   | City of Lawndale           | Loan from City for administrative and capital expenditures          | LERP | 5,119,887     | N | \$ 360,270   |                                      |                 |                  | 180,135      |              | \$ 180,135   |                         |                 |             | 180,135      |             | \$ 180,135   |
| 36 | 2009 Loan Agreement                             | City/County Loan (Prior 06/28/11), Cash exchange | 12/7/2009 | 2/1/2045   | City of Lawndale           | Loan from City to acquire development site                          | LERP |               | N | \$ -         |                                      |                 |                  |              |              | \$ -         |                         |                 |             |              |             | \$ -         |
| 37 | 2009 Purchase Agreement                         | City/County Loan (Prior 06/28/11), Cash exchange | 12/7/2009 | 2/1/2045   | City of Lawndale           | City loan for Agency purchase of City property                      | LERP | 183,382       | N | \$ 183,382   |                                      |                 |                  | 91,691       |              | \$ 91,691    |                         |                 |             | 91,691       |             | \$ 91,691    |
| 38 | SB 471 Housing Admin Cost Allowance             | Admin Costs                                      | 2/20/2014 | 2/1/2045   | Lawndale Housing Authority | Administrative Cost Allowance for Housing Successor entity          | LERP |               | N | \$ -         |                                      |                 |                  |              |              | \$ -         |                         |                 |             |              |             | \$ -         |
| 39 | 2009 Bond SEC Disclosure                        | Professional Services                            | 9/21/2009 | 2/1/2045   | Urban Futures              | SEC Disclosures   |      | 2,500         | N | \$ 2,500     |                                      |                 |                  | 2,500        |              | \$ 2,500     |                         |                 |             |              |             | \$ -         |
| 40 |   |  |           |            |                            |   |      |               | N | \$ -         |                                      |                 |                  |              |              | \$ -         |                         |                 |             |              |             | \$ -         |
| 41 |   |  |           |            |                            |   |      |               | N | \$ -         |                                      |                 |                  |              |              | \$ -         |                         |                 |             |              |             | \$ -         |
| 42 |   |  |           |            |                            |   |      |               | N | \$ -         |                                      |                 |                  |              |              | \$ -         |                         |                 |             |              |             | \$ -         |
| 43 |   |  |           |            |                            |   |      |               | N | \$ -         |                                      |                 |                  |              |              | \$ -         |                         |                 |             |              |             | \$ -         |
| 44 |   |  |           |            |                            |   |      |               | N | \$ -         |                                      |                 |                  |              |              | \$ -         |                         |                 |             |              |             | \$ -         |
| 45 |   |  |           |            |                            |   |      |               | N | \$ -         |                                      |                 |                  |              |              | \$ -         |                         |                 |             |              |             | \$ -         |
| 46 |   |  |           |            |                            |   |      |               | N | \$ -         |                                      |                 |                  |              |              | \$ -         |                         |                 |             |              |             | \$ -         |
| 47 |   |  |           |            |                            |   |      |               | N | \$ -         |                                      |                 |                  |              |              | \$ -         |                         |                 |             |              |             | \$ -         |
| 48 |   |  |           |            |                            |   |      |               | N | \$ -         |                                      |                 |                  |              |              | \$ -         |                         |                 |             |              |             | \$ -         |
| 49 |   |  |           |            |                            |   |      |               | N | \$ -         |                                      |                 |                  |              |              | \$ -         |                         |                 |             |              |             | \$ -         |
| 50 |   |  |           |            |                            |   |      |               | N | \$ -         |                                      |                 |                  |              |              | \$ -         |                         |                 |             |              |             | \$ -         |
| 51 |   |  |           |            |                            |   |      |               | N | \$ -         |                                      |                 |                  |              |              | \$ -         |                         |                 |             |              |             | \$ -         |
| 52 |   |  |           |            |                            |   |      |               | N | \$ -         |                                      |                 |                  |              |              | \$ -         |                         |                 |             |              |             | \$ -         |
| 53 |   |  |           |            |                            |   |      |               | N | \$ -         |                                      |                 |                  |              |              | \$ -         |                         |                 |             |              |             | \$ -         |
| 54 |   |  |           |            |                            |   |      |               | N | \$ -         |                                      |                 |                  |              |              | \$ -         |                         |                 |             |              |             | \$ -         |
| 55 |   |  |           |            |                            |   |      |               | N | \$ -         |                                      |                 |                  |              |              | \$ -         |                         |                 |             |              |             | \$ -         |
| 56 |   |  |           |            |                            |   |      |               | N | \$ -         |                                      |                 |                  |              |              | \$ -         |                         |                 |             |              |             | \$ -         |
| 57 |   |  |           |            |                            |   |      |               | N | \$ -         |                                      |                 |                  |              |              | \$ -         |                         |                 |             |              |             | \$ -         |
| 58 |   |  |           |            |                            |   |      |               | N | \$ -         |                                      |                 |                  |              |              | \$ -         |                         |                 |             |              |             | \$ -         |
| 59 |   |  |           |            |                            |   |      |               | N | \$ -         |                                      |                 |                  |              |              | \$ -         |                         |                 |             |              |             | \$ -         |
| 60 |   |  |           |            |                            |   |      |               | N | \$ -         |                                      |                 |                  |              |              | \$ -         |                         |                 |             |              |             | \$ -         |
| 61 |   |  |           |            |                            |   |      |               | N | \$ -         |                                      |                 |                  |              |              | \$ -         |                         |                 |             |              |             | \$ -         |
| 62 |   |  |           |            |                            |   |      |               | N | \$ -         |                                      |                 |                  |              |              | \$ -         |                         |                 |             |              |             | \$ -         |
| 63 |   |  |           |            |                            |   |      |               | N | \$ -         |                                      |                 |                  |              |              | \$ -         |                         |                 |             |              |             | \$ -         |
| 64 |   |  |           |            |                            |   |      |               | N | \$ -         |                                      |                 |                  |              |              | \$ -         |                         |                 |             |              |             | \$ -         |
| 65 |   |  |           |            |                            |   |      |               | N | \$ -         |                                      |                 |                  |              |              | \$ -         |                         |                 |             |              |             | \$ -         |
| 66 |   |  |           |            |                            |   |      |               | N | \$ -         |                                      |                 |                  |              |              | \$ -         |                         |                 |             |              |             | \$ -         |
| 67 |   |  |           |            |                            |   |      |               | N | \$ -         |                                      |                 |                  |              |              | \$ -         |                         |                 |             |              |             | \$ -         |
| 68 |   |  |           |            |                            |   |      |               | N | \$ -         |                                      |                 |                  |              |              | \$ -         |                         |                 |             |              |             | \$ -         |
| 69 |   |  |           |            |                            |   |      |               | N | \$ -         |                                      |                 |                  |              |              | \$ -         |                         |                 |             |              |             | \$ -         |
| 70 |   |  |           |            |                            |   |      |               | N | \$ -         |                                      |                 |                  |              |              | \$ -         |                         |                 |             |              |             | \$ -         |
| 71 |   |  |           |            |                            |   |      |               | N | \$ -         |                                      |                 |                  |              |              | \$ -         |                         |                 |             |              |             | \$ -         |
| 72 |   |  |           |            |                            |   |      |               | N | \$ -         |                                      |                 |                  |              |              | \$ -         |                         |                 |             |              |             | \$ -         |
| 73 |   |  |           |            |                            |   |      |               | N | \$ -         |                                      |                 |                  |              |              | \$ -         |                         |                 |             |              |             | \$ -         |
| 74 |   |  |           |            |                            |   |      |               | N | \$ -         |                                      |                 |                  |              |              | \$ -         |                         |                 |             |              |             | \$ -         |
| 75 |   |  |           |            |                            |   |      |               | N | \$ -         |                                      |                 |                  |              |              | \$ -         |                         |                 |             |              |             | \$ -         |
| 76 |   |  |           |            |                            |   |      |               | N | \$ -         |                                      |                 |                  |              |              | \$ -         |                         |                 |             |              |             | \$ -         |
| 77 |   |  |           |            |                            |   |      |               | N | \$ -         |                                      |                 |                  |              |              | \$ -         |                         |                 |             |              |             | \$ -         |
| 78 |   |  |           |            |                            |   |      |               | N | \$ -         |                                      |                 |                  |              |              | \$ -         |                         |                 |             |              |             | \$ -         |
| 79 |   |  |           |            |                            |   |      |               | N | \$ -         |                                      |                 |                  |              |              | \$ -         |                         |                 |             |              |             | \$ -         |
| 80 |   |  |           |            |                            |   |      |               | N | \$ -         |                                      |                 |                  |              |              | \$ -         |                         |                 |             |              |             | \$ -         |
| 81 |   |  |           |            |                            |   |      |               | N | \$ -         |                                      |                 |                  |              |              | \$ -         |                         |                 |             |              |             | \$ -         |
| 82 |   |  |           |            |                            |   |      |               | N | \$ -         |                                      |                 |                  |              |              | \$ -         |                         |                 |             |              |             | \$ -         |
| 83 |   |  |           |            |                            |   |      |               | N | \$ -         |                                      |                 |                  |              |              | \$ -         |                         |                 |             |              |             | \$ -         |
| 84 |   |  |           |            |                            |   |      |               | N | \$ -         |                                      |                 |                  |              |              | \$ -         |                         |                 |             |              |             | \$ -         |
| 85 |   |  |           |            |                            |   |      |               | N | \$ -         |                                      |                 |                  |              |              | \$ -         |                         |                 |             |              |             | \$ -         |
| 86 |   |  |           |            |                            |   |      |               | N | \$ -         |                                      |                 |                  |              |              | \$ -         |                         |                 |             |              |             | \$ -         |
| 87 |   |  |           |            |                            |   |      |               | N | \$ -         |                                      |                 |                  |              |              | \$ -         |                         |                 |             |              |             | \$ -         |
| 88 |   |  |           |            |                            |   |      |               | N | \$ -         |                                      |                 |                  |              |              | \$ -         |                         |                 |             |              |             | \$ -         |
| 89 |   |  |           |            |                            |   |      |               | N | \$ -         |                                      |                 |                  |              |              | \$ -         |                         |                 |             |              |             | \$ -         |
| 90 |   |  |           |            |                            |   |      |               | N | \$ -         |                                      |                 |                  |              |              | \$ -         |                         |                 |             |              |             | \$ -         |

**MINUTES OF THE MEETING OF  
THE SUCCESSOR AGENCY TO  
THE LAWDALE REDEVELOPMENT AGENCY  
September 17, 2018**

- A. **CALL TO ORDER AND ROLL CALL** – The meeting was called to order at 6:31 p.m. in the Lawndale City Hall Council Chamber, 14717 Burin Avenue, Lawndale, California. The members met concurrently with the City Council and the governing board of the Lawndale Public Financing Authority.

Members Present: Chair Robert Pullen-Miles, Vice Chair Daniel Reid, Member James H. Osborne, Member Pat Kearney, Member Bernadette Suarez

Other Participants: Secretary Rhonda Hofmann Gorman, Executive Director Stephen N. Mandoki, General Counsel Tiffany J. Israel, Assistant Executive Director Sean Moore, Finance Officer Kenneth Louie

- B. **CEREMONIALS** –Member Osborne led the flag salute.

- C. **ORAL COMMUNICATIONS - ITEMS NOT ON THE AGENDA** – none

- D. **COMMENTS FROM MEMBERS** – none

- E. **CONSENT CALENDAR**

**Minutes of the Successor Agency Meeting – August 20, 2018.** (Recommendation: that the board approve.)

**A motion by Vice Chair Reid to approve the consent calendar was seconded by Member Suarez and carried by a vote of 5-0.**

- F. **ADMINISTRATION**

**Settlement and Release Agreement – Ms. Irene Rosales** (continued from 8/6/18) (Assistant Executive Director Moore provided the report. Following the closure of the Blue Bonnet Mobile Home Park, Ms. Rosales received a settlement from the City of \$1,170.50 in July 2018 to assist her in moving out of the property. Ms. Rosales is also eligible for a relocation benefit of \$19,719. Funds have been set aside for these amounts, and staff recommends approval.

**A motion by Vice Chair Reid to approve the item as recommended was seconded by Member Suarez and carried by a vote of 5-0.**

**Settlement and Release Agreement – Mr. Richard Rosales** (continued from 8/6/18) Assistant Executive Director Moore provided the report. Following the closure of the Blue Bonnet Mobile Home Park, Mr. Rosales received a settlement from the City of \$4,170.50 in July 2018 to assist him in moving out of the property. Mr. Rosales is also eligible for a relocation benefit of \$16,719.

**A motion by Vice Chair Reid to approve the item as recommended was seconded by Member Suarez and carried by a vote of 5-0.**

- G. **EXECUTIVE DIRECTOR'S REPORT** – none

- H. **ITEMS FROM MEMBERS** – none

- I. **ADJOURNMENT** – There being no further business to conduct, the Chair adjourned the meeting at 7:46 p.m.

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Robert Pullen-Miles, Chair

ATTEST:

---

Rhonda Hofmann Gorman, Secretary

Approved: [date]

DRAFT



# CITY OF LAWDALE

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

DATE: December 17, 2018

TO: Honorable Mayor and City Council

FROM: Stephen N. Mandoki, City Manager 

PREPARED BY: Sean M. Moore, AICP, Community Development Director 

SUBJECT: **SELECTION OF PROJECTS FOR THE FISCAL YEAR 2019-2020 (45TH)  
PROGRAM YEAR OF THE COMMUNITY DEVELOPMENT BLOCK  
GRANT PROGRAM**

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## BACKGROUND

The 1974 Housing and Urban Development Act established the Community Development Block Grant (CDBG) program in order to allocate Federal funds for State and local use. The use of these funds is restricted to programs that assist low and moderate-income persons. A secondary objective is to prevent and eliminate slum and blight conditions within a community.

The City of Lawndale is a participant in the Los Angeles Urban County CDBG program, and receives an annual allocation of CDBG funds from the Los Angeles County Community Development Commission (CDC). The current estimate for the new CDBG allocation for FY 2019-2020 is \$333,024. This estimate is based on current CDBG funding levels and is consistent with the amount of funding the City has received over the last several years. This proposed CDBG allocation is a planning estimate only; the Los Angeles CDC will release final appropriations in spring 2019. The City's final CDBG allocation is generally within five to ten percent (5%-10%) of the estimate provided.

Additional funds will be available to Lawndale for expenditure in FY 2019-2020 from prior CDBG allocations that have not yet been spent. These unallocated funds are anticipated to total approximately \$71,588. The sum of the unallocated funds and the new allocation of \$333,024 is \$404,612, which is the amount of funding that Lawndale anticipates it will have for CDBG activities for FY 2019-2020.

There are a number of other requirements for CDBG programs. CDBG funds may only be spent in those areas of the City determined to be block grant eligible (See Attachment A). The public must be given the opportunity to comment on the proposed budget (See Attachment B, Public Hearing Notice). Notices of a public hearing were posted in three (3) public places and published in the *Daily Breeze* on November 29, 2018, pursuant to the applicable public noticing requirements.

Lastly, the maximum amount of CDBG monies that the City may devote to public service projects is 15% of its new year allocation (approximately \$49,953) and no single public service activity may be funded for less than \$10,000.

The recommended CDBG expenditures for FY 2019-2020 are consistent with the requirements listed above. Lawndale's FY 2019-2020 proposed program of projects and funding levels must be submitted to the CDC no later than February 1, 2019.

#### STAFF REVIEW

As described previously, each year the CDC provides a planning estimate of new CDBG funds that will be made available to the City. The proposed budget retains existing programs and provides sufficient funding for critical projects. The proposed funding strategy is as follows:

**Senior Activities Program:** The amount to be allocated for senior activities will be the maximum percentage (15%) allowed for public service programs. An estimated \$49,953 will be used to continue the existing Senior Activities Nutrition Program.

**Eastwood Avenue and 149<sup>th</sup> Street Resurfacing Project:** This project includes resurfacing Eastwood Avenue from 149<sup>th</sup> Street to Marine Avenue, and 149<sup>th</sup> Street from Hawthorne Blvd. to Larch Avenue. This project will consist of street improvements, including cold mill variable depth of existing asphalt pavement, installation of new asphalt - asphalt rubber hot mix (ARHM), saw cutting and removal and reconstruction of PCC curb & gutters, reconstruction of curb ramps, reconstruction of driveway approaches, reconstruction of sidewalk, adjusting utility covers to grade, and pavement striping.

The estimated construction cost is \$354,659. An estimated \$283,071 from FY 2019-2020 CDBG funds plus the unallocated CDBG funds from prior years in the amount of \$71,588 for a total of \$354,659 will be used toward street improvements.

#### COMMISSION REVIEW

Planning Commission review for this project is not required.

#### LEGAL REVIEW

The City Attorney has reviewed Resolution No CC-1812-55 and approved it as to form.

#### FISCAL IMPACT

Funding is for the FY 2019-2020 budget year and will be incorporated into the City's budget as that budget is prepared. Additionally, CDBG funds awarded to the City will offset direct fiscal impacts to the City's General Fund.

#### RECOMMENDATION

It is recommended that the City Council:

1. Conduct a public hearing;
2. Adopt the FY 2019-2020 budget for the CDBG program; and

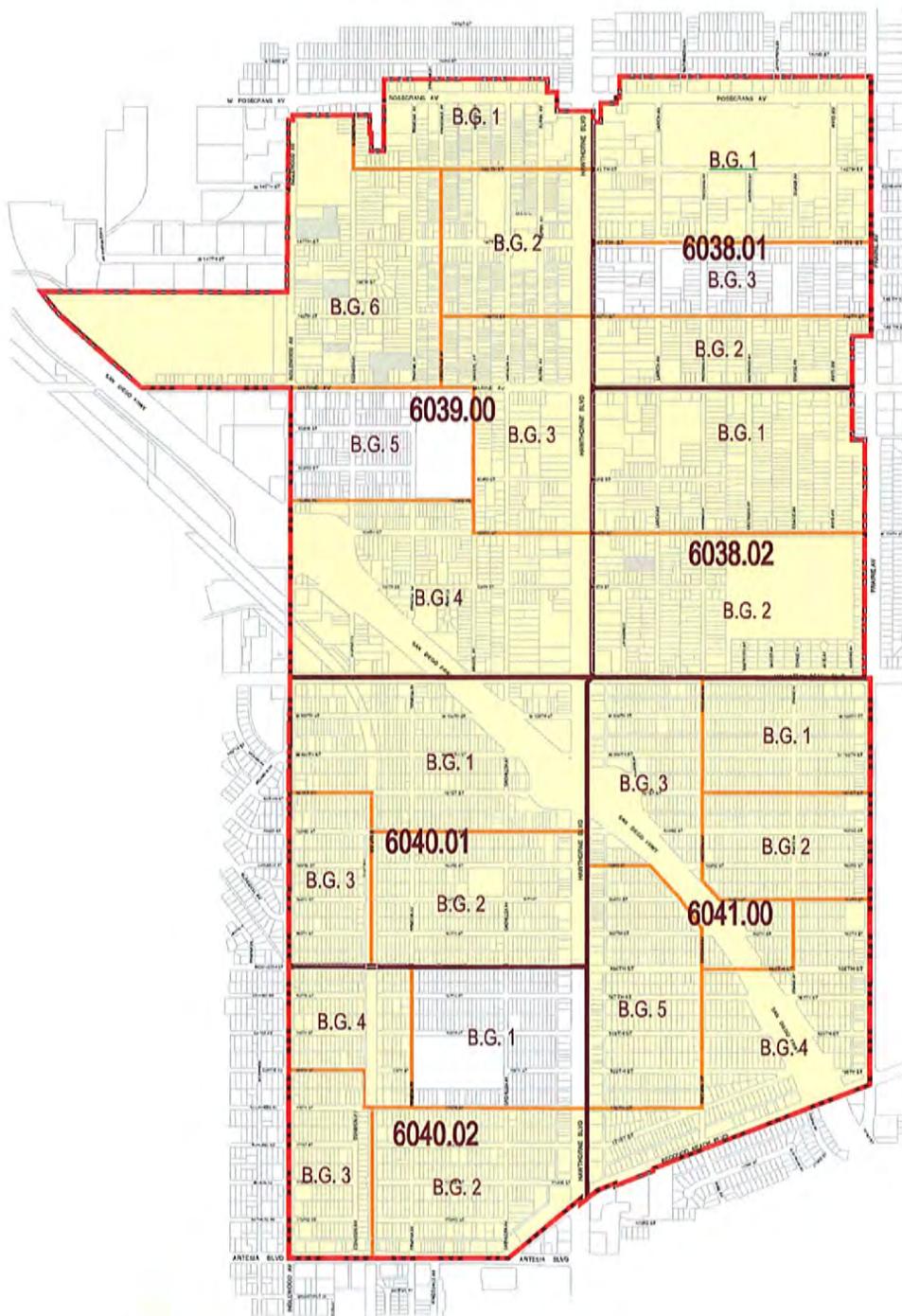
3. Adopt Resolution No. CC-1812-55, approving the City's participation in the FY 2019-2020 CDBG Program.

ATTACHMENTS

- A – CDBG Eligible Low/Mod Census Tract Map
- B – Public Hearing Notice
- C – Resolution No. CC-1812-55

# **ATTACHMENT A**

## **CDBG Eligible Low/Mod Census Tract Map**

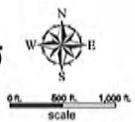


**CDBG - LOW AND MODERATE INCOME AREA MAP  
2010 CENSUS AREAS**

(As of July 1, 2014)

**LEGEND:**

-  CITY BOUNDARY
-  LOW AND MODERATE INCOME BLOCK GROUPS
-  CENSUS TRACT
-  BLOCK GROUP



# **ATTACHMENT B**

## **Public Hearing Notice**



# Advertising Order Confirmation

**AdTaxi | Press-Telegram • The Beach Reporter  
Daily Breeze • Palos Verdes Peninsula News**

11/27/18 2:38:09PM  
Page 3

Please note: If you pay by bank card, your card statement will show the merchant as "SoCal Newspaper Group".

# Advertising Order Confirmation

AdTaxi | Press-Telegram • The Beach Reporter  
Daily Breeze • Palos Verdes Peninsula News

11/27/18 2:38:09PM  
Page 1

|   |  |   |                                 |
|---|--|---|---------------------------------|
| <u>Ad Order Number</u><br>0011207048            | <u>Customer</u><br>CITY OF LAWNSDALE/COMMUNITY DEVELOPMENT DE                            | <u>Payor Customer</u><br>CITY OF LAWNSDALE/COMMUNITY DEVELOPMEN                       | <u>PO Number</u><br>DB 11-64    |
| <u>Sales Representative</u><br>Pauline Aguilung | <u>Customer Account</u><br>5007749   | <u>Payor Account</u><br>5007749   | <u>Ordered By</u><br>Sean Moore |
| <u>Order Taker</u><br>Pauline Aguilung          | <u>Customer Address</u><br>ACCOUNTS PAYABLE<br>14717 BURIN AVENUE<br>LAWNSDALE, CA 90260 | <u>Payor Address</u><br>ACCOUNTS PAYABLE<br>14717 BURIN AVENUE<br>LAWNSDALE, CA 90260 | <u>Customer Fax</u>             |
| <u>Order Source</u><br>Select Source            | <u>Customer Phone</u><br>310-970-2128  | <u>Payor Phone</u><br>310-970-2128  | <u>Customer EMail</u>           |
| <u>Current Queue</u><br>Ready                   | <u>Invoice Text</u><br>Sean Moore  |   |                                 |
| <u>Tear Sheets</u><br>0                         | <u>Affidavits</u><br>0   | <u>Blind Box</u> _____  | <u>Materials</u> _____          |
|   |  | <u>Promo Type</u> _____   | <u>Special Pricing</u> _____    |

# **ATTACHMENT C**

**Resolution No. CC-1812-55**

**RESOLUTION NO. CC-1812-055**

**A RESOLUTION OF THE CITY COUNCIL  
OF THE CITY OF LAWNSDALE, CALIFORNIA  
APPROVING THE CITY'S COMMUNITY DEVELOPMENT  
BLOCK GRANT PROGRAM FOR FISCAL YEAR 2019-2020**

WHEREAS, on August 22, 1974, the President of the United States signed into law the Housing and Community Act of 1974 (Act); and

WHEREAS, the primary goals of Title I of the Act are the development of viable urban communities by providing decent housing and a suitable living environment and expanding economic opportunities, principally for persons of low- and moderate-income; and

WHEREAS, for the past 44 years the City of Lawnsdale (City) has participated in the Community Development Block Grant (CDBG) Program which was established under the Act; and

WHEREAS, the City has received a planning estimate that \$333,024 in CDBG funds will be available to the City for the 2019-2020 Fiscal Year; and

WHEREAS, the City anticipates that an additional \$71,588 of previously allocated unspent CDBG funds will also be available for the 2019-2020 fiscal year; and

WHEREAS, the City has posted information regarding the Community Development Block Grant Program as required by law and, after notice duly given as required by law, held a public hearing on December 17, 2018 to consider approving the City's proposed Community Development Block Grant Program for fiscal year 2019-2020, and evidence was heard and presented from all persons interested in affecting said proposal, from all persons protesting the same and from members of the City staff, and the City Council has reviewed, analyzed and studied said proposal.

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

SECTION 1. The CDBG projects, FY 2019-2020 funding allocations, as listed in the CDBG Funding Chart for FY 2019-2020 as set forth on Exhibit A attached hereto and incorporated herein are hereby approved as the City's CDBG Program for Fiscal Year 2019-2020.

SECTION 2. That the Mayor and/or City Manager are authorized and directed to submit the City's proposed 2019-2020 planning documents to the Los Angeles County Community Development Commission setting forth the City's proposed projects and funding allocations. Should minor adjustments to the allocations vary from the figures contained herein and/or any amounts remaining unspent at the close of the preceding fiscal year, the City Manager is authorized to adjust funding to the approved eligible activities as necessary.

SECTION 3. That the Mayor and/or City Manager are authorized to execute all necessary contracts and agreements with the Los Angeles County Community Development Commission and with each approved recipient/subrecipient of the CDBG program, together with any changes therein which may be approved by the City Manager.

SECTION 4. This Resolution shall take effect from and after the date of passage and adoption.

PASSED, APPROVED AND ADOPTED this 17<sup>th</sup> day of December, 2018

\_\_\_\_\_  
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-1812-55 at a regular meeting of said Council held on the 17<sup>th</sup> day of December, 2018, by the following roll call vote:

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

\_\_\_\_\_  
Rhonda Hofmann Gorman, City Clerk

\_\_\_\_\_  
Date

APPROVED AS TO FORM:

\_\_\_\_\_  
Tiffany J. Israel, City Attorney

**EXHIBIT A**  
**CDBG FUNDING CHART FOR FY 2019-2020**

| <b>Project Title</b>   | <b>Allocated CDBG Funds</b> | <b>Unallocated CDBG Funds(Prior Year) and Leveraged Funds</b> | <b>Total</b>         |
|--|-----------------------------|---|----------------------|
| <b>Senior Activities (Max. 15%) Nutrition</b>                          | \$ 49,953.00                |   | \$ 49,953.00         |
| <b>Eastwood Avenue and 149<sup>th</sup> Street Resurfacing Project</b> | \$ 283,071.00               | \$ 71,588.00<br>Unallocated CDBG Funds                        | \$ 354,659.00        |
| <b>TOTAL</b>   | \$ <b>333,024.00</b>        | \$ 71,588.00  | \$ <b>404,612.00</b> |

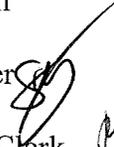


## CITY OF LAWDALE

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

DATE: December 17, 2018

TO: Honorable Mayor and City Council

FROM: Stephen N. Mandoki, City Manager 

PREPARED BY: Matthew Ceballos, Assistant City Clerk 

SUBJECT: General Municipal Election 2018 - Declaration of Results

### BACKGROUND

On April 17, 2017, the City Council adopted Ordinance No. 1135-17 which changed the date of the city's local general municipal elections from April to November of even-numbered years, beginning in 2018, to be consolidated with the November 6, 2018 state-wide general election. This change was mandated by a new State law.

The City of Lawndale general election was conducted by the Los Angeles County Registrar-Recorder and County Clerk's Office on Tuesday, November 6, 2018, for the purpose of electing a mayor, two members of the city council, a city clerk, and to vote on a ballot measure known to the Lawndale voters as "*Measure L*". Pursuant to California Elections Code Sections 10262(b) and 10263(b), the elections official shall certify the results of the election, and the City Council shall declare the results of the election and install the newly elected officers no later than the next regularly scheduled council meeting following presentation of the 28-day canvass of the returns.

### STAFF REVIEW

The canvass of the results revealed that Mayor Robert Pullen-Miles, who was unopposed in this election, was reelected for a two-year term. There were three candidates for the City Council, incumbents Pat Kearney and Bernadette Suarez, and one new candidate, Edgar Macias. Pat Kearney was reelected and Bernadette Suarez was elected, each for a four year term. City Clerk Rhonda Hofmann Gorman, who was also unopposed in this election, was elected for a four-year term and Measure "L" was approved by a majority voters.

A Certificate of Canvass details the results of the election and is presented to the City Council. As required by law, the certificate of canvass includes the following: the whole number of votes cast in the city; the names of the persons voted for; the measure voted upon; for what office each person was voted for; the number of votes given at each precinct to each person and for and against the measure; and the number of votes given in the city to each person and for and against the measure. Resolution No. CC-1812-053 officially declares the results of the election and incorporates the above referenced certificate.

LEGAL REVIEW

The City Attorney has reviewed Resolution No. CC-1812-053 and has approved it as to form.

FISCAL IMPACT

No additional funding required.

RECOMMENDATION

The Assistant City Clerk recommends that the City Council approve the Election Official's Certificate of Canvass and adopt Resolution No. CC-1812-053

Attachment: Resolution No. CC-1812-053

*Los Angeles County*  
*Registrar-Recorder/County Clerk*

**Certificate of the Canvass of the Election Returns**

*I, DEAN C. LOGAN, Registrar-Recorder/County Clerk of the County of Los Angeles, of the State of California, DO HEREBY CERTIFY that pursuant to the provisions of Section 15300 et seq. of the California Elections Code, I did canvass the returns of the votes cast for each elective office and/or measure(s) for*

*Lawndale City*

*at the General Election, held on the 6th day of November 2018.*

*I FURTHER CERTIFY that the Statement of Votes Cast, to which this certificate is attached, shows the total number of ballots cast in said jurisdiction, and that the whole number of votes cast for each candidate and/or measure(s) in said jurisdiction in each of the respective precincts therein, and the totals of the respective columns and the totals as shown for each candidate and/or measure(s) are full, true and correct.*

*IN WITNESS WHEREOF, I have hereunto set my hand and affixed my seal this 30th day of November 2018.*



*Dean Logan*  
DEAN C. LOGAN  
Registrar-Recorder/County Clerk  
County of Los Angeles

**RESOLUTION NO. CC-1812-053**

**A RESOLUTION OF THE CITY COUNCIL  
OF THE CITY OF LAWNSDALE, CALIFORNIA,  
ACCEPTING THE LOS ANGELES COUNTY REGISTRAR  
RECORDER/COUNTY CLERK'S OFFICIAL CANVASS AND  
OFFICIAL STATEMENT OF VOTES CAST FOR THE  
CONSOLIDATED MUNICIPAL ELECTION HELD ON  
NOVEMBER 6, 2018, AND DECLARING THE RESULTS THEREOF**

WHEREAS, On April 17, 2017, the City Council adopted Ordinance No. 1135-17 which changed the date of the city's general elections from April to November of even-numbered years, beginning in 2018, and requesting the elections to be consolidated with the County commencing with the November 6, 2018 state-wide general election; and

WHEREAS, the Consolidated Municipal Election was held in the City of Lawnsdale, California, on Tuesday, November 6, 2018, as required by law; and

WHEREAS, in all respects the election was held and conducted as required by the provisions of the Elections Code of the State of California for the holding of elections in general law cities; and

WHEREAS, the Los Angeles Registrar Recorder/County Clerk canvassed the returns of the election and certified the results to the City Council, and those results are received, attached, and made a part hereof as "Exhibit A".

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

SECTION 1. The vote totals for the Consolidated Municipal Election held on November 6, 2018 in the City of Lawnsdale, as certified by the Los Angeles County are as follows: The whole number of ballots cast in all precincts except vote by mail voter ballots was 4841; and the whole number of vote by mail voter ballots cast in the city was 2854. The total number of ballots cast in the city was 7695.

SECTION 2.

(a) That the name of person voted for at the election for Mayor is as follows:

Robert Pullen-Miles

(b) That the names of persons voted for at the election for Member of the City Council are as follows:

Pat Kearney  
Edgar Macias  
Bernadette Suarez

(c) That the names of the persons voted for at the election for City Clerk are as follows:

Rhonda Hoffman Gorman

(d) The measure that appeared on the ballot read as follows:

|  |            |
|--|------------|
| Shall the measure, the <b>CITY OF LAWNSDALE VITAL CITY SERVICES MEASURE</b> , establishing a three-quarter cent sales tax, generating about \$2,100,000 annually until ended by voters, be adopted to maintain vital city services, including: 9-1-1 response times, fighting gangs/drugs, ensuring safe drinking water, programs that attract businesses and create jobs, emergency communications systems, neighborhood police patrols/the number of sheriff deputies, addressing homelessness, requiring annual audits, citizen oversight, with all funds to be used locally? | <b>YES</b> |
|  | <b>NO</b>  |

SECTION 3. That the number of votes given at each precinct to each person and for and against the ballot measure and the number of votes given in the City to each person for the respective offices and for and against the ballot measure are listed on Exhibit "A", attached.

SECTION 4. The City Council does declare and determine that:

- (a) Robert Pullen-Miles was elected as Mayor for the full term of two years;
- (b) Pat Kearney and Bernadette Suarez were elected as Members of the City Council for the full term of four years;
- (c) Rhonda Hofmann Gorman was elected as City Clerk for the full term of four years; and
- (d) Measure L received the required majority (50% + 1) vote, and therefore passed.

SECTION 5. The Assistant City Clerk shall immediately make and deliver to each of the persons so elected a Certificate of Election, administer the Oath of Office, and shall have each person subscribe to it and file it in the office of the City Clerk. All of the persons so elected shall then be inducted into the office to which they have been elected.

SECTION 6. Measure L is deemed adopted as of the date that the vote is declared by the city council, as evidenced by the adoption of this resolution, with no further action of the city council required.

SECTION 7. That the City Clerk shall certify to the passage and adoption of this resolution and enter it into the book of original resolutions.

PASSED, APPROVED AND ADOPTED this 17th day of December, 2018.

\_\_\_\_\_  
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-1812-053 at a regular meeting of said Council held on the 17th day of December, 2018, by the following roll call vote:

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

\_\_\_\_\_  
Rhonda Hofmann Gorman, City Clerk

APPROVED AS TO FORM:

\_\_\_\_\_  
Tiffany J. Israel, City Attorney

FINAL OFFICIAL  
STATEMENT OF VOTES CAST  
BY PRECINCT

LAWNDALE CITY GENERAL MUNI  
MAYOR

R PULLEN-MILES

| LOCATION                 | REGIST-<br>RATION | BALLOTS<br>CAST |     |  |  |  |  |  |  |  |  |  |  |  |
|--------------------------|-------------------|-----------------|-----|--|--|--|--|--|--|--|--|--|--|--|
| LAWNDALE - 3650024A      | 715               | 184             | 129 |  |  |  |  |  |  |  |  |  |  |  |
| VOTE BY MAIL SERIAL 1252 | 0                 | 117             | 87  |  |  |  |  |  |  |  |  |  |  |  |
| TOTAL                    | 715               | 301             | 216 |  |  |  |  |  |  |  |  |  |  |  |
|                          |                   |                 |     |  |  |  |  |  |  |  |  |  |  |  |







| FINAL OFFICIAL<br>STATEMENT OF VOTES CAST<br>BY PRECINCT |                   | LAWNDALE CITY GENERAL MUNI<br>COUNCILMEMBER |             |              |            |  |  |  |  |  |  |  |  |  |
|--|-------------------|---|-------------|--------------|------------|--|--|--|--|--|--|--|--|--|
| LOCATION   | REGIST-<br>RATION | BALLOTS<br>CAST                             | PAT KEARNEY | EDGAR MACIAS | B L SUAREZ |  |  |  |  |  |  |  |  |  |
| LAWNDALE - 3650024A                                      | 715               | 184   | 64          | 59           | 83         |  |  |  |  |  |  |  |  |  |
| VOTE BY MAIL   | 0                 | 117   | 56          | 31           | 58         |  |  |  |  |  |  |  |  |  |
| TOTAL  | 715               | 301   | 120         | 90           | 141        |  |  |  |  |  |  |  |  |  |
|  |                   |   |             |              |            |  |  |  |  |  |  |  |  |  |

LAWNDALE CITY GENERAL MUNI  
COUNCILMEMBER

FINAL OFFICIAL  
STATEMENT OF VOTES CAST  
BY PRECINCT

| LOCATION       | REGIST-<br>RATION | BALLOTS<br>CAST | PAT KEARNEY | EDGAR MACIAS | B L SUAREZ |  |  |  |  |  |  |  |  |  |
|----------------|-------------------|-----------------|-------------|--------------|------------|--|--|--|--|--|--|--|--|--|
| PRECINCT TOTAL | 13957             | 4841            | 1780        | 1523         | 2220       |  |  |  |  |  |  |  |  |  |
| VBM TOTAL      | 0                 | 2851            | 1244        | 818          | 1389       |  |  |  |  |  |  |  |  |  |
| GROUP TOTAL    | 0                 | 0               | 0           | 0            | 0          |  |  |  |  |  |  |  |  |  |
| GRAND TOTAL    | 13957             | 7692            | 3024        | 2341         | 3609       |  |  |  |  |  |  |  |  |  |



FINAL OFFICIAL  
STATEMENT OF VOTES CAST  
BY PRECINCT

LAWNDALE CITY GENERAL MUNI  
CITY CLERK

R. HOFMANN  
GORMAN

| LOCATION                 | REGIST-<br>RATION | BALLOTS<br>CAST |     |  |  |  |  |  |  |  |  |  |  |  |
|--------------------------|-------------------|-----------------|-----|--|--|--|--|--|--|--|--|--|--|--|
| LAWNDALE - 3650024A      | 715               | 184             | 123 |  |  |  |  |  |  |  |  |  |  |  |
| VOTE BY MAIL SERIAL 1252 | 0                 | 117             | 84  |  |  |  |  |  |  |  |  |  |  |  |
| TOTAL                    | 715               | 301             | 207 |  |  |  |  |  |  |  |  |  |  |  |
|                          |                   |                 |     |  |  |  |  |  |  |  |  |  |  |  |







LAWNDALE CITY SPECIAL MUNI  
MEASURE L

FINAL OFFICIAL  
STATEMENT OF VOTES CAST  
BY PRECINCT

| LOCATION       | REGIST-<br>RATION | BALLOTS<br>CAST | YES  | NO   |  |  |  |  |  |  |  |  |  |  |
|----------------|-------------------|-----------------|------|------|--|--|--|--|--|--|--|--|--|--|
| PRECINCT TOTAL | 13957             | 4841            | 2721 | 1518 |  |  |  |  |  |  |  |  |  |  |
| VBM TOTAL      | 0                 | 2851            | 1687 | 944  |  |  |  |  |  |  |  |  |  |  |
| GROUP TOTAL    | 0                 | 0               | 0    | 0    |  |  |  |  |  |  |  |  |  |  |
| GRAND TOTAL    | 13957             | 7692            | 4408 | 2462 |  |  |  |  |  |  |  |  |  |  |



# CITY OF LAWNDALE

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

DATE: December 17, 2018  
TO: Honorable Mayor and City Council  
FROM: Stephen N. Mandoki, City Manager   
PREPARED BY: Matthew Ceballos, Deputy City Clerk   
SUBJECT: Annual Reorganization of the City Council

## BACKGROUND

Since 1982, Lawndale has had a Mayor who is directly elected by the voters and a Mayor Pro Tem who is selected by the City Council. It is the City Council's policy that the office of Mayor Pro Tem be rotated insofar as possible among the members of the City Council and that the Mayor Pro Tem shall serve a term of one year or until a successor is appointed. (LMC Sec. 2.04.080). On April 16, 2018, the City Council decided to extend Mayor Pro Tem Daniel Reid's term as Mayor Pro Tem, to expire at the meeting in December 2018 when the elections results are declared.

## STAFF REVIEW

*Rotation:* As stated above, it is the City Council's policy to appoint members in rotation. Therefore, council should be mindful of the recent history of office holders, which is as follows:

|         |                  |         |               |
|---------|------------------|---------|---------------|
| 2011-12 | James H. Osborne | 2015-16 | Larry Rudolph |
| 2012-13 | Larry Rudolph    | 2016-17 | Pat Kearney   |
| 2013-14 | Pat Kearney      | 2017-18 | Daniel Reid   |
| 2014-15 | James H. Osborne |         |               |

It is also notable that the Council Meeting Procedures specify where each Councilmember sits on the dais and the seating arrangement is based on the selection of the Mayor Pro Tem each year. The arrangement suggests that the Councilmember seated on the Mayor's left hand side is next in line to be Mayor Pro Tem.

*Term:* The municipal code establishes a term of one year for the office of Mayor Pro Tem; however, Lawndale has changed its election date to November of even-numbered years beginning in 2018. Since the results of the 2018 general election have been declared, the Mayor Pro Tem will now be selected at the last meeting in December and would serve a term of one year. The term will now begin on the date of the first regular meeting in January and end at the close of the last meeting in December. We recommend that the City Council select one of its members to serve as Mayor Pro Tem beginning on January 1, 2019 and ending on December 31, 2019.

*Selection Procedure:* The selection of Lawndale's Mayor Pro Tem begins with the Mayor calling for nominations from the floor. Nominations do not require a second. If Councilmembers nominate more than one person, Council should then vote on each nominee individually and in the order nominated. Each Councilmember may vote for only one nominee.

LEGAL REVIEW

None

FISCAL IMPACT

None

RECOMMENDATION

Staff recommends that the City Council appoint one of its members to serve as Mayor Pro Tem for a term beginning on January 1, 2019 and ending on December 31, 2019.



**CITY OF LAWDALE**  
14717 BURIN AVENUE, LAWDALE, CALIFORNIA 90260  
PHONE (310) 973-3200 ♦ [www.lawndalecity.org](http://www.lawndalecity.org)

DATE: December 17, 2018  
TO: Honorable Mayor and City Council  
FROM: Matthew R. Ceballos, Assistant City Clerk *MC*  
SUBJECT: Mayor/Councilmember Report of Attendance at Meetings and/or Events

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



**CITY OF LAWDALE**  
14717 BURIN AVENUE, LAWDALE, CALIFORNIA 90260  
PHONE (310) 973-3200 ♦ [www.lawndalecity.org](http://www.lawndalecity.org)

DATE: December 17, 2018  
TO: Honorable Mayor and City Council  
FROM: Matthew Ceballos, Assistant City Clerk *mc*  
SUBJECT: Conference with Real Property Negotiator

No public documents were forwarded to the City Clerk Department for this item.