



CITY OF LAWNDALE

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

AGENDA LAWNDALE CITY COUNCIL REGULAR MEETING Monday, December 3, 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 10, will be considered and acted upon under one motion unless a councilmember removes individual items for further council consideration or explanation.

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 - 2nd Reading**
(Recommendation: that the City Council adopt Ordinance No. 1148-18.)
3. **Updating the Use of Urban Development Action Grant Funds - 2nd 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.)

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.)
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.)
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.)

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.)

15. Renaming of 147th Street to Lawndale Way

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

H. ITEMS FROM COUNCILMEMBERS

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

I. ADJOURNMENT

The next regularly scheduled meeting of the City Council will be held at 6:30 p.m. on Monday, December 17, 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 regular meeting of the City Council to be held on December 3, 2018 was posted not less than 72 hours prior to the meeting.

Matthew Ceballos, Assistant City Clerk



CITY OF LAWDALE
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DATE: December 3, 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 LAWNDALE

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DATE: November 5, 2018
TO: Honorable Mayor and City Council
FROM: Stephen N. Mandoki, City Manager 
PREPARED BY: Ken Louie, Director of Finance/City Treasurer 
SUBJECT: Purchasing Policy Update – 2nd reading

BACKGROUND

The procurement process for the City of Lawndale is governed by the Lawndale Municipal Code (LMC) 3.08 and the City Council Policy 53-00. Both contain the official guidelines for a regulated and properly authorized purchase.

STAFF REVIEW

In June of this year, the City Council revised this policy with regard to federally-funded procurement as the federal government required all cities who are recipients of federal funding to adopt certain procurement regulations by July 1, 2018. That language comes from Federal Regulations of Title 2, subtitle A, chapter II, part 200 (Sections 200.318 – 200.326) and in part addresses conflict of interest issues.

The policy generally has not been updated since 2000 and staff believes that the thresholds have become severely outdated causing excessive processing time and considerable “red-tape” for some regular and often minor purchases.

At this time, staff is recommending that the current limits be updated. These rules do not apply to “public works” projects subject to bidding requirements under state law. The current and proposed levels are as follows:

Current

- \$0 - \$300.00 the department may purchase without formal quotes,
- \$300.01 - \$2,500.00 requires compliance with bid procedures; may be authorized by Department Head
- \$2,500.01 - \$10,000.00 requires compliance with bid procedures ; City Manager approval
- \$10,000.01 or greater requires formal bidding; City Council approval

Proposed

- \$0 - \$999.99 the department may purchase without formal quotes,
- \$1,000 - \$4,999.99 requires compliance with bid procedures; may be authorized by Department Head
- \$5,000 - \$49,999.99 requires compliance with bid procedures City Manager approval
- \$50,000 or greater requires formal bidding; City Council approval

Purchase orders for supplies and equipment may be used for all purchases less than \$1,000. (please see attachments and policy matrix for greater detail).

These updates will allow for more expedient processing by using more practical levels of control.

COMMISSION REVIEW

N/A

LEGAL REVIEW

The city attorney's office has approved ordinance as to form.

FISCAL IMPACT

N/A

RECOMMENDATION

Staff recommends that the City Council adopt Ordinance 1148-18.

Attachments: Ordinance 1148-18

ORDINANCE NO. 1148-18

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF
LAWNDALE, CALIFORNIA ADOPTING AN AMENDED AND
RESTATED CITY PURCHASING ORDINANCE TO REPLACE
CHAPTER 3.08 OF THE LAWNDALE MUNICIPAL CODE**

SUMMARY: This ordinance adopts an updated purchasing code for the city.

WHEREAS, the City's purchasing codes are set forth in Lawndale Municipal Code ("LMC") chapter 3.08; and

WHEREAS, LMC chapter 3.08 has not be substantially updated in more than 30 years;
and

WHEREAS, procurement laws have been revised, requiring amendment to chapter 3.08;
and

WHEREAS, the City Council desires to increase various thresh hold amounts set forth in LMC chapter 3.08 to adjust for the change in the value of money since the code was last revised and to give staff more flexibility.

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

SECTION 1. Chapter 3.08 of the Lawndale Municipal Code is replaced, it its entirety, as follows:

"Chapter 3.08 PURCHASING

- 3.08.010 Purchasing system adopted—Intent.**
- 3.08.020 Centralized purchasing department—Created—General authority.**
- 3.08.030 Purchasing officer—Position created—City manager to act as.**
- 3.08.040 Purchasing officer—General powers and duties.**
- 3.08.050 Purchases or contracts outside purchasing system—Authority—Procedure.**
- 3.08.055 Exemption for parks, recreation and social services commission.**
- 3.08.060 Inspections and tests.**
- 3.08.070 Agencies to file estimates of needs.**
- 3.08.080 Requests for supplies—Requisition forms.**
- 3.08.090 Unencumbered appropriation prerequisite to purchase order issuance.**
- 3.08.100 Department award without formal bids.**
- 3.08.110 Bidding or auction—Required—Exceptions.**
- 3.08.120 Formal bidding procedure.**
- 3.08.130 Contract award thresh holds.**
- 3.08.140 Obsolete equipment lists.**

3.08.010 Purchasing system adopted—Intent.

This chapter establishes efficient procedures for the purchase of supplies, services and equipment to allow the city to secure supplies, services and equipment at the lowest possible cost commensurate with the quality needed; while ensuring that the purchasing officer exercises positive financial control over purchases. This chapter does not apply to public construction projects which are subject Chapter 3.09, authorizing informal bidding for certain public works construction projects, or as dictated by the Public Contract Code.

3.08.020 Centralized purchasing department—Created—General authority.

There is created a centralized purchasing department in which authority is vested for the purchase of supplies, services and equipment for the city.

3.08.030 Purchasing officer—Position created—City manager to act as.

There is created the position of purchasing officer, who is the city manager.

3.08.040 Purchasing officer—General powers and duties.

The purchasing officer is the head of and has supervision of the purchasing department. The purchasing officer shall have authority to:

- A. Purchase or contract for supplies, services and equipment required by any using agency in accordance with purchasing procedures prescribed by this chapter, such administrative regulations as the purchasing officer shall adopt for the internal management and operation of the purchasing department, and such other rules and regulations as shall be prescribed by the council;
- B. Negotiate and recommend execution of contracts for the purchase of supplies, services and equipment;
- C. Act to procure for the city the needed quality in supplies, services and equipment at least expense to the city;
- D. Endeavor to obtain as full and open competition as possible on all purchases;
- E. Prepare and recommend to the council rules governing the purchase of supplies, services and equipment for the city;
- F. Prepare and recommend to the council revisions and amendments to the purchasing rules;
- G. Keep informed of current developments in the field of purchasing, prices, market conditions and new products;

H. Prescribe and maintain such forms as are reasonably necessary to the operation of this chapter and other rules and regulations;

I. Supervise the inspection of all supplies, services and equipment purchased to ensure conformance with specifications;

J. Recommend the transfer of surplus or unused supplies and equipment between departments as needed, and the sale of all supplies and equipment which cannot be used by any agency or which have become unsuitable for city use;

K. Maintain a bidders' list, vendors' catalog file and records needed for the efficient operation of the purchasing department.

3.08.050 Purchases or contracts outside purchasing system—Authority—Procedure.

The purchasing officer, with approval of the council, may authorize in writing the purchase of supplies, services and equipment independently of the procedures established by this chapter, as long as the procurement is consistent with applicable state laws, and shall require periodic reports from the agency on the purchases and contracts made under such written authorization.

3.08.055 Exemption for parks, recreation and social services commission.

Procurement by the parks, recreation and social services commission is exempt from the procedures for the purchase of supplies, services and equipment set forth in this chapter when that commission elects to purchase supplies, services and equipment pursuant to the process established in chapter 3.10 of this code.

3.08.060 Inspections and tests.

The purchasing officer shall inspect supplies and equipment delivered, and contractual services performed, to determine their conformance with the specifications set forth in the order or contract. The purchasing officer shall have authority to require chemical and physical tests of samples submitted with bids and samples of deliveries which are necessary to determine their quality and conformance with specifications.

3.08.070 Agencies to file estimates of needs.

All using agencies of the city shall file detailed estimates of their requirements in supplies, services and equipment in such manner, at such time and for such future periods as the purchasing officer shall prescribe.

3.08.080 Requests for supplies—Requisition forms.

All using agencies of the city shall submit requests for supplies, services and equipment to the purchasing officer on standard requisition forms.

3.08.090 Unencumbered appropriation prerequisite to purchase order issuance.

Except in cases of emergency, the purchasing officer shall not issue any purchase order for supplies, services or equipment unless there exists an unencumbered appropriation in the fund account against which the purchase is to be charged.

3.08.100 Department award without formal bids.

Purchases of supplies and equipment in amounts up to nine hundred ninety-nine dollars and ninety-nine cents may be made with purchase order and do not require three formal bids. This section does not apply to contracts for services.

3.08.110 Bidding or auction required; Exceptions.

A. Except as set forth in section 3.08.100, purchases of supplies and equipment shall be by bid and contracting procedures pursuant to Sections 3.08.120 and 3.08.130. Bidding for supplies and equipment may only be dispensed with when:

1. An emergency requires that an order be placed with the nearest available source of supply;
2. The commodity can be obtained from only one vendor; and
3. Fuel for city vehicles may be purchased as described in section 3.08.130.

B. Sale of surplus personal property shall occur after soliciting three bids or by auction, as determined by the purchasing officer. The purchasing officer may establish written procedures for the sale of surplus personal property through auction. When an auction is selected, the time, place and items to be sold at auction must first be approved by the city council. Once a sale by auction has been authorized by council that sale is exempt from all other provisions of this chapter.

3.08.120 Formal bidding procedure.

A. Except as otherwise provided in this chapter, purchases and contracts for supplies, equipment and the sale of personal properties of estimated value of one thousand dollars or more must be by written contract with the lowest or highest bidder, as the case may be, pursuant to the following procedure:

1. Contents of Notice Inviting Bids. Notice inviting bids shall include a general description of the articles to be purchased or sold, and the deadline for receipt of bids by the city.
2. Negotiation. Once the bids are received the staff may negotiate lower prices.
3. Rejection of Bids. In its discretion, city staff may reject any and all bids presented and may seek new bids.

4. Award of Contracts. Contracts shall be awarded by staff or the council, as applicable, to the lowest bidder. The decision of the staff or council, as applicable, shall be final.

5. Tie Bids. If two or more bids received are for the same total amount or unit price, quality and service being equal, staff may accept the lowest bid made by negotiation with the tie bidders.

B. Contracts for services of a professional nature, including architectural and engineering services, are subject to a request for proposal process unless such process is waived in writing by the purchasing officer.

3.08.130 Contract award thresholds.

A. After complying with a formal bidding or proposal process required, contracts for the purchase of supplies, equipment, and service in amounts up to four thousand nine hundred ninety-nine dollars and ninety-nine cents may be executed by the applicable department head if sufficient funds have been appropriated for this use.

B. After complying with a formal bidding or proposal process required, contracts for the purchase of supplies, equipment, and service in amounts up to forty-nine thousand nine hundred ninety-nine dollars may be executed by the City Manager if sufficient funds have been appropriated for this use.

C. After complying with a formal bidding or proposal process required, the recommendation for award of any contracts for the purchase of supplies, equipment, and service in amounts of fifty thousand dollars or more must be presented to the city council.

D. The department leading the procurement shall solicit bids or proposals for professional services by written requests to prospective vendors, by telephone, and by posting notice of the procurement on the city's website.

E. Written bids, or proposals for professional services, shall be submitted to the department seeking bids/proposals, who shall keep a record of all bids and proposals for the period required by the applicable retention policy.

F. Local preference is the practice of procurement from Lawndale vendors because they are also local taxpayers. Purchases from Lawndale vendors are strongly encouraged where competitive prices and quality exist. With all specifications and conditions equal except price, a preference will be given to in-city vendors equal to one percent of the quoted price when general fund monies are used for the acquisition. The rationale for local preference is that one percent of the sales tax on most acquisitions returns to the city general fund as revenue, effectively reducing the cost of acquisition.

3.08.140 Obsolete equipment lists.

All using agencies of the city shall submit to the purchasing officer, at such times and in such form as he or she shall prescribe, reports showing all supplies and equipment which are no longer used or which have become obsolete or worn out. The purchasing officer shall have authority to sell all supplies and equipment which cannot be used by any agency or which have become unsuitable for city use, or to exchange the same for, or trade in the same on, new supplies and equipment. Such sales shall be made pursuant to Section 3.08.110.”

SECTION 2. The City Council finds and determines that 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 may have a significant effect on the environment, the activity is not subject to CEQA. The foregoing amendments to the Lawndale Municipal Code would only update the City’s codes such that it can be seen with certainty that there is no possibility that this ordinance will have a significant effect on the environment.

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 3rd 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. 1148-18 at its regular meeting held on the 5th day of November, 2018, and duly approved and adopted said ordinance at its regular meeting held on the 3rd 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:

 Tiffany J. Israel, City Attorney



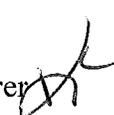
CITY OF LAWDALE

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

DATE: December 3, 2018

TO: Honorable Mayor and City Council

FROM: Stephen N. Mandoki, City Manager 

PREPARED BY: Ken Louie, Director of Finance/City Treasurer 

SUBJECT: Proposed Amendments to Lawndale Municipal Code Chapter 3.30 Regarding the Urban Development Action Grant (UDAG) Fund – 2nd reading

BACKGROUND

This item was presented in full at the regularly scheduled council meeting of November 5, 2018.

On June 8, 1984, the City of Lawndale received approval from the U.S. Department of Housing and Urban Development (“HUD”) of an eight million dollar UDAG grant. Pursuant to the agreement, said grant funds were to be utilized in the renovation and expansion of the South Bay Galleria (“Galleria”) by the owner, South Bay Associates. Said funds were loaned by the City to South Bay Associates. Pursuant to the loan documents, the City was entitled not only to repayment of the loan but also participation in the excess proceeds from the operation and sale or refinancing of the Galleria.

On March 16, 1989, the City and South Bay Associates agreed to South Bay Associates’ acquisition of all of the City’s right, title and interest in the Galleria, including the repayment of the note and reconveyance of the deed of trust, for the sum of ten million dollars.

To equitably account for the ten million dollars of proceeds, the City Council created Lawndale Municipal Code (LMC) 3.30 “UDAG FUND”. This chapter would serve to ensure the allowable use of funds and proper accounting of those funds, at that time, were still subject to the UDAG program.

Creation of the UDAG FUND, LMC Chapter 3.30

In part, this chapter was necessary to ensure compliance with the terms of the UDAG grant, specifically, the requirement that the City to loan the grant funds twice for urban development. For HUD, “urban development” under the UDAG program means economic development for the purpose of spurring development in communities, improving existing businesses, and increasing employment. Hence, the basic concept of the UDAG grant was to loan out the funds multiple times to improve the community, and once the funds came back the second time, the funds become unrestricted.

In July 2000, the City entered into a loan agreement with the Lawndale Redevelopment Agency, agreeing to lend the Agency \$7,000,000 for street improvements and other redevelopment projects. This loan is the second time the funds were loaned out, with the SBA Galleria loan being the first. Therefore, upon repayment of these funds from the Agency to the City, the funds are no longer restricted under the UDAG program.

The UDAG program was discontinued by HUD in the 1990's and the UDAG funds received by the City have been loaned by the City two times for urban development purposes. Therefore, the restrictions laid out in the current UDAG ordinance, LMC Chapter 3.30, are only self-imposed and may be revised in the discretion of the City Council.

STAFF REVIEW

At this time, staff recommends that the City Council simplify the UDAG ordinance to remove unnecessary restrictions while maintaining the restriction that the UDAG funds are only used for onetime purchases or projects and not to subsidize the General Fund. In addition to retaining these funds as special purpose funds pursuant to the original intent of the funds, it is recommended that the UDAG fund be retained as a separate and restricted fund because the funds which were loaned to the former Lawndale Redevelopment Agency are still being repaid from the State of California pursuant to dissolution laws that ended redevelopment agencies.

You may recall that, several years ago, the State enacted legislation to dissolve all redevelopment agencies. Pursuant to that legislation, certain written agreements from redevelopment agencies were deemed enforceable obligations, although some of the terms of the agreements, such as interest obligations, were modified. The current balance on the funds to be repaid to the UDAG (City) is approximately \$9.6 million. The annual payments on this loan from the State are about \$600,000 a year. This payback is in addition to another loan made by the City to the Agency, in which the amount due is approximately \$10 million which is also being repaid over the next 15 years by the State.

Major Provisions in Current UDAG Ordinance

The no longer legally required, but most significant, provisions of the UDAG ordinance require that:

- 1) A minimum of \$7,160,000 of the UDAG funds are to remain in the UDAG fund. The fund's current balance is \$9.6 million in receivable equity plus about \$200,000 in cash. The increase in funds above the minimum required is the result of accrued interest.
- 2) A minimum of \$2,840,000 is to be retained in the General Fund Reserves, where it still resides today. Under the City's current UDAG ordinance, this money is not allowed to be used. Tonight's ordinance amendments would still keep these funds in reserves, but would allow for "rainy day" usage if approved by the City Council.

All of the above restrictions have been complied with despite HUD's discontinuance of the UDAG program.

Tonight's item before the City Council would remove the current, legally unnecessary, restrictions which are no longer required now that the UDAG program has been eliminated by HUD.

COMMISSION REVIEW

N/A

LEGAL REVIEW

The City Attorney has reviewed Ordinance 1149-18 and approved it as to form.

FISCAL IMPACT

N/A

RECOMMENDATION

Staff recommends that the City Council approve Ordinance 1149-18.

Attachments: Ordinance 1149-18

ORDINANCE NO. 1149-18

**AN ORDINANCE OF THE CITY COUNCIL
OF THE CITY OF LAWNSDALE, CALIFORNIA UPDATING
LAWNSDALE MUNICIPAL CODE CHAPTER 3.30, REGARDING THE USE
OF URBAN DEVELOPMENT ACTION GRANT FUNDS**

SUMMARY: This ordinance would remove some of the restrictions on spending funds originally required to be restricted pursuant to a federal grant.

WHEREAS, in 1984 the City of Lawnsdale received an \$8,000,000 Urban Development Action Grant ("UDAG") from the United States Department of Housing and Urban Development ("HUD") for a loan to South Bay Associates, the owner of the South Bay Galleria ("Galleria") to rehabilitate and expand the Galleria ("UDAG Grant"); and

WHEREAS, the City loaned the UDAG Grant to the Galleria with interest and for participation in excess proceeds from the operation of the Galleria and proceeds from the sale or refinancing of the Galleria after the expansion project; and

WHEREAS, in 1989 Galleria requested to buy the City out of the repayment obligations under the UDAG Grant for a flat fee. The City retained a consultant who calculated the City's then present value in the UDAG Grant as \$10,000,000. The Galleria agreed that \$10,000,000 was a fair and reasonable price and the parties approved a buyout agreement; and

WHEREAS, the City adopted the new Chapter 3.30 in the Lawnsdale Municipal Code ("LMC") to serve as a comprehensive program to protect the \$10,000,00 and to provide for capital improvements and facilities and programs and services which would not otherwise be possible. A portion of the interest earned on those funds was allowed to be spent to develop facilities and programs pursuant to required five-year plans to be adopted by the City Council; and

WHEREAS, the terms of the UDAG Grant required the City to restrict the use of funds until it was loaned (and repaid) twice for restricted purposes. However, the UDAG program no longer exists such that the City is no longer bound by its restrictions; and

WHEREAS, at this time the City Council desires to update LMC Chapter 3.30 to remove some of the requirements and restrictions on these funds.

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

SECTION 1. Chapter 3.30, UDAG Fund, of the Lawnsdale Municipal Code is amended to read, in its entirety, as follows (deletions in ~~strike through~~, additions in ***bold and italics***):

“3.30.010 Purpose.

A. On June 8, 1984, the city received approval from the United States Department of Housing and Urban Development (“HUD”) of an eight million dollar Urban Development Action Grant (“UDAG”). Pursuant to the grant agreement, said funds were to be utilized in the renovation and expansion of the South Bay Galleria (“Galleria”) by the owner, South Bay Associates. Said funds were loaned by the city to South Bay Associates pursuant to a promissory note dated January 11, 1985, and a deed of trust which was recorded on April 11, 1985. Pursuant to the loan documents, the city was entitled not only to repayment of the loan but also participation in the excess proceeds from the operation and sale or refinancing of the Galleria. On March 16, 1989, the city and South Bay Associates agreed to South Bay Associates’ acquisition of all of the city’s right, title and interest in the Galleria, including the repayment of the note and reconveyance of the deed of trust, for the sum of ten million dollars.

B. The purpose of this chapter is to *explain the origin of these funds and limits on how the assets may be expended.*

~~establish a comprehensive program to control and restrict the investing and expenditure of the ten million dollars received by the city from South Bay Associates, hereinafter referred to as the UDAG fund. This program has the following fundamental elements:~~

- ~~1. To require that the UDAG fund be invested in secure investments;~~
- ~~2. To require that the principal amount of ten million dollars not be spent by the city and that in fact a certain proportion of the interest earnings be reinvested so that the principal amount of the UDAG fund will increase over time;~~
- ~~3. To establish a process so that a certain portion of the interest earnings can be spent pursuant to successive five year plans to provide capital improvements and increase program services to the residents of Lawndale.~~

3.30.020 Fund created.

~~There is created in the city treasury a special fund to be known as the *Urban Development Action Grant* (UDAG) fund. *Theis special* fund shall be *accounted for in conformance with Generally Accepted Accounting Principles (GAAP) for governmental entities.* ~~divided into four separate accounts as follows: the restricted principal account, the unrestricted principal account, the restricted expenditure account and the unrestricted expenditure account. Said accounts can be further subdivided into other accounts. Initially, the entire ten million dollars principal fund shall be deposited so that seventy one and six tenths percent is in the restricted principal account and the remainder is in the unrestricted principal account. Initially, no moneys shall be deposited in the restricted expenditure and unrestricted expenditure accounts, but a proportion of the interest earned on moneys in the restricted principal and unrestricted principal accounts shall be deposited in the restricted and unrestricted expenditure accounts pursuant to Section 3.30.040, and may be expended from such accounts as provided in Section 3.30.050.~~~~

3.30.030 Investing of funds.

~~All moneys in the UDAG fund shall be invested *in conformance with* pursuant to the city’s adopted *current* investment policy, in secure investments. Investments of moneys in the principal accounts, whether restricted or unrestricted, may be made in instruments with long maturities since the principal is not to be drawn upon, while moneys in the expenditure accounts should be invested in instruments with~~

maturities appropriate to the expenditure program adopted pursuant to Section 3.30.060. Yield should be an important consideration but should not lead to the making of insecure investments. Investments shall be made by the city treasurer or finance director with the approval of the city council. The status of all accounts shall be accurately shown in the city treasurer's monthly statement in sufficient detail to satisfy the requirements of state law.

3.30.040 Interest on UDAG fund.

~~*Interest on the accrued fund may be used in the same manner as other UDAG monies, as described in section 3.30.050.*~~

~~At the time of the adoption of the municipal budget, the city council shall determine what proportion of the interest earned on moneys deposited in the restricted principal account should be reinvested in said account, but such proportion shall not be less than one third. The remaining interest earned on the moneys deposited in the restricted principal account shall be placed in the restricted expenditure account and all interest earned on moneys deposited in the unrestricted principal account should be placed in the unrestricted expenditure account. Any interest earned on moneys deposited in the restricted expenditure account shall be placed in the restricted expenditure account, while interest earned on moneys deposited in the unrestricted expenditure account shall be placed in the unrestricted expenditure account.~~

3.30.040 Restrictions on expenditures.

~~*The UDAG funds shall be used for one-time expenses, not operational expenses, at the discretion of the city council. Expenditures from this fund shall be made in the same manner as General Fund expenditures such as capital.*~~

~~A. — Except as specifically authorized in this chapter, moneys in the restricted principal and unrestricted principal accounts shall not be expended except (i) to pay for commissions and fees charged for the making or maintenance of such investments, and (ii) for the following purpose:~~

~~—— 1. — To pay the 1993 retrospective deposit adjustments for the general liability and workers' compensation programs as required by the joint powers agreement establishing the Southern California Joint Powers Insurance Authority.~~

~~—— B. — Moneys in the unrestricted expenditure account may be spent for any public purpose authorized by law, in the same manner as the general funds of the city.~~

~~—— C. — Moneys in the restricted expenditure account may only be spent for the purposes enumerated below:~~

~~—— 1. — The acquisition of real property which is:~~

~~—— a. — Blighted, deteriorated, undeveloped, or inappropriately developed from the standpoint of sound community development and growth practices;~~

~~—— b. — Appropriate for rehabilitation or conservation activities;~~

~~—— c. — Appropriate for historical or open space preservation or beautification purposes;~~

~~—— d. — To be used for the provision of public works;~~

- ~~_____ e. _____ To be used for other public purposes;~~
- ~~_____ 2. _____ The acquisition, construction, reconstruction, or installation of public works, facilities, and site improvements for building not used for the general conduct of a government;~~
- ~~_____ 3. _____ Code enforcement in deteriorated or deteriorating areas;~~
- ~~_____ 4. _____ Clearance, demolition, removal, and rehabilitation of buildings and improvements;~~
- ~~_____ 5. _____ Removal of barriers restricting the mobility and accessibility of structures or rights-of-way to the elderly or handicapped;~~
- ~~_____ 6. _____ Relocation assistance for individuals and families displaced by activities undertaken pursuant to the expenditure of community development block grant funds;~~
- ~~_____ 7. _____ Disposition of real property acquired with community development block grant funds;~~
- ~~_____ 8. _____ Provision of public services including but not limited to employment, crime prevention, child care, health, drug abuse, education, energy conservation, welfare, or recreation needs when such services were not provided by the city in the previous twelve-month period;~~
- ~~_____ 9. _____ Payment of nonfederal share required in connection with Federal Housing and Community Development grant and aid programs;~~
- ~~_____ 10. _____ Payment of the cost of completing projects funded under Title I of the Housing Act of 1949;~~
- ~~_____ 11. _____ Activities necessary to either develop a comprehensive community plan or develop an implementation program for community development block grant funds;~~
- ~~_____ 12. _____ Payment of administrative costs related to the planning and execution of community development and housing activities;~~
- ~~_____ 13. _____ Activities carried out by public or private nonprofit entities including:
 - ~~_____ a. _____ The acquisition of real property;~~
 - ~~_____ b. _____ The acquisition, construction, rehabilitation, or installation of public facilities and commercial or industrial buildings;~~
 - ~~_____ c. _____ Planning;~~~~
- ~~_____ 14. _____ Assistance to neighborhood-based nonprofit organizations, local development corporations, or entities organized under Section 681(d) of Title XV of the Codes of the United States to carry out neighborhood revitalization or community economic development projects;~~
- ~~_____ 15. _____ Activities necessary to the development of energy use strategies related to the city's development goals;~~
- ~~_____ 16. _____ Provision of assistance for private for-profit entities carrying out economic development projects; and~~

~~17. Any additional activities which are either currently permitted or which may be permitted by the United States Department of Housing and Urban Development pursuant to Title 42 of the United States Codes Section 5305.~~

~~D. In the event that any revenue accrues to the city from the expenditure of funds from the restricted expenditure account, such revenue may thereafter be placed in the unrestricted expenditure account. Revenue accruing to the city from the expenditure of funds from the unrestricted expenditure account may be commingled with the general funds of the city.~~

~~3.30.060 Five-year plan for development of services and facilities.~~

~~A. Within one hundred eighty days after the enactment of this chapter, the city council shall by resolution adopt a five-year plan for the expenditure of funds expected to accrue to the restricted expenditure account and unrestricted expenditure account. This plan shall include all improvements and facilities which the city wishes to develop and all additional programs and services to be offered to the residents for each fiscal year of the five-year plan.~~

~~B. In connection with the adoption of the municipal budget each fiscal year, the adopted five-year plan shall be updated and extended so that it includes five fiscal years including the current fiscal year.~~

~~C. The city council may appoint a special citizens' UDAG advisory committee to review proposals to be included within the five-year plan and make recommendations to the city council. The rules and procedures for such committee shall be subject to such requirements as the city council may prescribe from time to time by resolution.~~

~~3.30.070 Permissible expenditures of principal account funds.~~

~~A. The city council, by resolution, may create a separate unrestricted principal fund (the separate unrestricted principal fund) in an amount not exceeding five hundred thousand dollars from moneys in the unrestricted principal account. The moneys in the separate unrestricted principal fund shall remain in the unrestricted principal account, but shall be segregated by accounting procedures. Moneys from the separate unrestricted principal fund may be used to satisfy the city's outstanding general monetary obligations, subject to the following rules and procedures:~~

~~1. All expenditures from the separate unrestricted principal fund must be authorized by council resolution specifying the amount.~~

~~2. Expenditures from the separate unrestricted principal fund may be used only to satisfy general monetary obligations which are provided for in the budget as it may be amended from time to time for the fiscal year in which the moneys are expended.~~

~~3. All expenditures from the separate unrestricted principal fund shall be repaid, with interest at a rate as specified herein, within sixty days after withdrawal of the moneys.~~

~~4. Interest on moneys withdrawn from the separate unrestricted principal fund shall accrue at the same rate as that earned by the unrestricted principal account as a whole during the time period which said moneys remain withdrawn. Should the unrestricted principal account suffer a loss during any such time period, the full amount of the money withdrawn shall be repaid.~~

~~— B. — The city council may, by resolution, authorize the expenditure of moneys from the restricted principal account for all acquisition costs, including principal, interest, escrow fees and closing costs, associated with the purchase by the city of the parcels of real property known as Lots 6, 7, 110 and 111, Tract No. 5781, located at 4418 W. 162nd Street, Lawndale.~~

~~— C. — The city council may, by resolution, authorize the expenditure of moneys from the restricted principal account to be utilized in connection with the purchase, or lease and/or construction, or reconstruction, renovation, remodeling, or refurbishing of a facility, the location and size of which must be mutually agreed upon between the city council and the Los Angeles County sheriff's department, as a law enforcement service center or facility, provided the same is located within the geographic boundaries of the city."~~

SECTION 2. That the adoption of this ordinance is exempt from the provisions of the California Environmental Quality Act (CEQA) because the creation of a government funding mechanism which does not involve any commitment to any specific project is not a "project" under CEQA pursuant to Public Resources Code Section 21080 and CEQA Guideline 15378(b)(4).

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 3rd 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. 1149-18 at its regular meeting held on the

5th day of November, 2018, and duly approved and adopted said ordinance at its regular meeting held on the 3rd 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

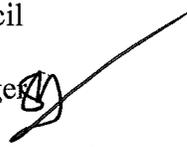
APPROVED AS TO FORM:

Tiffany J. Israel, City Attorney



CITY OF LAWDALE

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

DATE: December 3, 2018
TO: Honorable Mayor and City Council
FROM: Stephen N. Mandoki, City Manager 
SUBJECT: Request for Waiver of Fees - Memorial for Charmaine Doty

BACKGROUND

Recently long-time resident and community volunteer/organizer Charmaine Doty passed away. The family held Ms. Doty's Memorial at the Harold E. Hofmann Community Center on Friday, November 30, 2018.

STAFF REVIEW

The family made request to the City that all fees for the memorial be waived, citing a variety of issues including Ms. Doty's extensive community volunteerism and financial concerns for the family.

This request for a waiver and the timing of the memorial was such that it could not be presented to the City Council prior to the date of the memorial.

As such, the community center fees for three (3) hours of use time were deferred until such time that the City Council could take action on the family's request.

Below is the summary of the adopted fees/costs for an event with a 3 hour duration (3:00pm to 6:00pm) to be held in the Harold E. Hofmann Community Center, Main Event Room:

| Cost Description | Amount |
|--|---|
| Main Event Room Hourly Reservation Fees Note: 200+ attendees are expected - full room needed. | \$402.00 (3 Hours x \$134.00 Per Hour) |
| Partial Kitchen Note: kitchen will be used | \$100.00 (Flat Fee) |
| Staffing Fees, Community Services Staff | \$0.00 (0 Hours x \$0.00 Per Hour) Note: staff time would be covered by the hourly reservation fees. |
| Special Event Insurance | \$113.00 (Flat Fee) Note: This is the rate for groups of 101 to 500 people. |
| Main Event Room Refundable Security Deposit | \$1,000.00 (Flat Fee) Note: 200 + attendees are expected -full room needed. |
| Partial Kitchen, Refundable Security Deposit | \$250.00 (Flat Fee) |
| Total | \$1,865.00 |

Request for Waiver of Fees
December 3, 2018
Page 2 of 2

The total amount of fees for this event is \$1,865.00. \$1,250.00 of this amount is comprised of two refundable deposits. The remaining \$615.00 is for room and insurance costs.

Past waivers approved by the City Council have included a Lawndale Lyon's Club charitable event (2014) and Ms. Fran Ramsey's memorial service (2018).

LEGAL REVIEW

No legal review.

FUNDING

Total fees for the memorial are \$1,865.00. \$1,250.00 of this amount is refundable deposits. Room fees and costs of \$615.00 are the items and amount to be waived.

RECOMMENDATION

Staff recommends 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.



CITY OF LAWDALE

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

DATE: December 3, 2018
TO: Honorable Mayor and City Council
FROM: Stephen N. Mandoki, City Manager 
PREPARED BY: Mike Estes, Director of Community Services 
SUBJECT: Youth Basketball Officiating Services Agreement

BACKGROUND

The City of Lawndale's winter and summer youth basketball program is comprised of youth players aged 5 to 17 years of age. The program requires qualified and insured basketball officials to officiate approximately 230 contests each year for approximately 450 youth players. Since approximately 2006, the City has contracted with Jerome Johnson to assign qualified officials to officiate the City's youth basketball contests.

STAFF REVIEW

The Community Services Department has been extremely pleased with the quality of officials provided by Mr. Johnson over the course of many, many years. Mr. Johnson provides the best game officials possible for the City of Lawndale youth sports program, consults the officials, acts as a liaison between the game officials and the City and works in tandem with Community Services Department staff to make sure the City's goals and objectives for the program are being met each and every year.

RFP Distribution:

In September 2018, the City distributed a "Request for Proposal" (RFP) to four officiating contractors who specialize in providing youth basketball officials for cities, municipalities and private youth leagues in and around the Los Angeles area.

The following four contractors were solicited by the City for an RFP response: 1) California Basketball Officials Association, South Bay; 2) Jerome Johnson 3); Southern California Municipal Athletic Federation and 4) Sports Officials for You.

RFP Responses:

In October 2018, the City received one response to the RFP from Jerome Johnson. There are various reasons why three contractors did not submit an RFP response such as: 1) a general lack of officiating resources in terms of number of officials; and 2) the fact that the league is relatively small among others.

Staff Selection:

Due to the general lack of competition for the services being sought, the Community Services Department has selected Jerome Johnson as the officiating contractor for the City of Lawndale youth

basketball leagues. Jerome Johnson has a very long history of providing outstanding game officials for the City's youth basketball program, assigns local game officials who live in the South Bay area, is very familiar with general purposes, goals and objectives of the program and carries a substantial amount of General Liability Insurance.

Contract Term:

The attached contract suggests a term of one year effective January 12, 2019 through March 23, 2019, for the winter season, and July 13, 2019 through August 24, 2019, for the summer season. In addition, the contract includes two one-year options for both winter and summer seasons in 2020 and 2021 which can be exercised at the City's sole discretion with a letter to the contractor and keeping all facets of the agreement in place.

Contract Amount:

The agreement between the City and Jerome Johnson suggests a basic fee amount of \$11,990.00 for year 2019. In addition, the agreement will freeze the rate at \$11,990.00 for each additional one-year option at the City's sole discretion. In total, the amount of the agreement is for \$11,990.00 for year 2019, \$23,980.00 for years 2019 and 2020, if the first year extension is exercised by the City, or \$35,970.00 for years 2019, 2020 and 2021, if the second one-year extension is exercised by the City.

Insurance Requirements:

Mr. Johnson and each of his associate officials are California Basketball Officials Association (CBOA) certified and individually insured through the National Association of Sports Officials (NASO) for \$1,000,000.00 per occurrence and \$5,000,000.00 aggregate.

LEGAL REVIEW

The City Attorney, Tiffany Israel, has approved the agreement as to form.

FISCAL IMPACT

Funds for all three years of the agreement, if applicable, will be provided in the FY 2018-19, 2019-20 and 2020-21 Community Services Department, Contract Services line item.

RECOMMENDATION

Staff recommends that the City Council approve the attached 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 years of services.

Attachments: Agreement for Youth Basketball Officiating Services

**CITY OF LAWNSDALE
AGREEMENT FOR BASKETBALL OFFICIATING SERVICES**

This Agreement is made as of the date of execution by the City below by and between the City of Lawndale, California, a municipal corporation, ("City") and Jerome Johnson, a sole proprietor ("Contractor").

RECITALS

A. City desires to provide youth basketball officials for its winter youth basketball program for players 5 to 17 years old each Saturday from 9:00 a.m. to 8:00 p.m., and on weekday evenings, excluding certain holidays, beginning January 12, 2019 through March 23, 2019, at Diane Bollinger Memorial Gymnasium located at 4040 W. 154th Street, Lawndale, CA 90260. In addition, City desires to provide youth basketball officials for its summer youth basketball program for players 5 to 17 years old each Saturday from 8:00 a.m. to 8:00 p.m., and on weekday evenings, excluding certain holidays, beginning July 13, 2019, through August 24, 2019, at Diane Bollinger Memorial Gymnasium located at 4040 W. 154th Street, Lawndale, CA 90260.

B. The City may, at its sole option, no later than October 3, 2019, upon written notice to the Contractor from the City Manager, exercise the option to extend the Agreement for one additional year on the same terms set forth herein. If such notice is provided by the City, the Agreement will automatically renew for two sessions (from January 11, 2020, through March 21, 2020, and July 11, 2020 through August 22, 2020). The City may also, at its sole option give written notice to the Contractor from the City Manager of the City's intent to further extend the Agreement for a third year if such notice is delivered to Contractor no later than October 1, 2020. Should City exercise this second renewal option, the two additional sessions will be held January 9, 2021, through March 20, 2021 and July 10, 2021, through August 21, 2021.

C. Contractor represents that he/she (i) has professional experience assigning youth basketball game officials for each of the games and ages of players identified in Recital A and B, (ii) will assign two (2) officials with current CBOA (California Basketball Officials Association) certification to each scheduled game to the best of his/her ability and in accordance with the highest professional standards and (iii) has all required licenses, permits and approvals required by law for the performance of the services required by this Agreement.

This Agreement will expire on November 28, 2019, unless extended by the City. If City chooses to exercise its option to extend the Agreement for one additional year (2020), this Agreement will expire on November 26, 2020, unless further extended by the City. If City chooses to exercise its second option to extend the Agreement (for 2021), this Agreement will expire on December 1, 2021.

Therefore, City and the Contractor mutually agree as follows:

1. THE CONTRACTOR'S SERVICES.

1.1. Recitals. The foregoing Recitals are true and correct and incorporated into this Agreement by this reference.

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Jerome Johnson
Youth Basketball Officiating Services
FY 2018-19 (FY 2019-20/FY 2020/21)

1.2. Submittals to the City. On or before December 5, 2018, the Contractor shall provide the following documents to the Community Services Department: a completed W9 form, a list of CBOA certified officials who may be assigned by the Contractor; proof of current CBOA certification for each official who may be assigned to officiate games for the City; proof of all insurance required; Live Scan fingerprints and required related criminal background checks for each official who may be assigned to officiate games for the City as required by Section 1.6 of the Agreement; and proof of medical certification as required in Section 1.7 of this Agreement. If Contractor has no employees, Contractor must provide a written statement, in a form approved by the City's Risk Manager and signed under the penalty of perjury, confirming that s/he has no employees in lieu of Worker's Compensation Insurance.

If the City notifies Contractor that it will exercise its option to extend the Agreement for 2020, an updated version of these submittals shall be due to the City no later than November 4,, 2019. If the City notifies the Contractor that it will exercise its option to extend the Agreement for 2021, a further updated version of these submittals shall be due to the City no later than November 2, 2020.

1.3. Arrival and Set-Up. The Contractor shall ensure that each game official arrives at the Diane Bollinger Gymnasium for each game no less than 15 minutes prior to the scheduled start of each game.

1.4. Performance. The Contractor shall provide one (1) game official for each game in the 5 to 7 year old division and two (2) game officials for the following ages divisions: 8 to 10 year old; 11 and 12 year old; and 13 year old and above divisions. The Contractor shall ensure that the applicable number of game officials are present and available to officiate games scheduled by the City.

In the event scheduled game officials do not arrive for the their scheduled assignment(s), Contractor shall ensure that the game officials already on site for the previous game(s) stay to serve as game official(s) in subsequent game(s) until qualified replacement official(s) arrive. If Contractor cancels assignment services and related games, Contractor will be liable to City for any damages incurred by City as described in Section 3.1.2. At no time may any official be used who does not comply with all of the requirements set forth in Section 1.2 above.

1.5. Responsibilities of the City. The City will notify Contractor, at least 48 hours in advance if possible, if for any reason the City cancels or needs to relocate any games to another location.

1.6. Background Check. Contractor warrants that she/he and any employee or agent of Contractor who may provide services pursuant to this Agreement who may have contact with children have never been convicted of any offense specified in Public Resources Code Section 5164 or Penal Code Section 11105.3 which would preclude any such person from working with children. In addition, Contractor agrees to provide City with Live Scan fingerprints and the related criminal background check for game officials and any employee or agent of Contractor who may provide services pursuant to this Agreement who may have contact with children.

1.7. Medical Check. Contractor warrants that she/he and any employee or agent of Contractor who may provide services pursuant to this Agreement who may have contact with children

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has been examined and has been found to be free of communicable tuberculosis within the last two years as required by *Public Resource Code Section 5163*. In addition, Contractor agrees to provide the City with the medical certificate confirming the testing and result for Contractor and any employee or agent of Contractor who may provide services pursuant to this Agreement who may have contact with children.

1.8. Taking or Using of Photos and Videos of Students. Contractor agrees that she/he and its employees and agents may only make video recordings and take photographs of participants in the youth basketball program pursuant to this Agreement after receiving (A) prior written notice from the City's Director of Community Services, or Recreation Coordinator and (B) signed consent forms from the students, or in the case of a student who is a minor, from the students' parent or guardian. Moreover, should the Contractor desire to use the photos or video for any purpose other than personal use, including but not limited to advertising the Contractor's business on flyers or on the internet or social media, such specific purpose must be clearly described in the notice signed by the City and students. Contractor's violation of this section is grounds for immediate termination of this Agreement and Contractor will be barred from contracting with the City for a minimum of three years.

2. PAYMENT FOR SERVICES.

2.1. Basic Fee Amount. The City shall compensate the Contractor for the services described in this Agreement at the fixed fee amount of \$57.00 per game with two (2) game officials present for a total of no more than 195 games for a not to exceed total of \$11,115.00, and the fixed fee amount of \$25.00 per game with one game official present for a total of no more than 35 games totaling \$875.00, for a total not to exceed Contract Sum of \$11,990.00 for the not to exceed 230 games to be officiated during the initial term of this Agreement. If the City exercises its option to retain Contractor for services to be provided in one or both of the contract extension terms, the not to exceed contract sum shall for each extension year shall remain \$11,990.00 per year. Should the City consider any performance by the Contractor, or his game officials to be inadequate, in the City's sole discretion, the Contractor shall not be paid for said game(s).

2.2. Time of Payment. The City will process payment for the Contractor once a month, upon City's receipt and verification of signed invoices for services previously rendered by Contractor to the City's satisfaction. Invoices must be submitted to the City's Community Services Department in a form satisfactory to the City's Director of Finance.

3. GENERAL PROVISIONS.

3.1. Termination.

3.1.1. The City may cancel this Agreement or any of the games described in this Agreement, in the City's sole discretion, at any time, with or without cause.

3.1.2. Should the Contractor cancel or fail to assign game officials as required under this Agreement, Contractor is responsible to City for all ensuing damages to the City including,

but not limited to, all costs associated with retaining a replacement official(s), unless the City agrees in writing to waive any or all of the resulting damages.

3.2. Indemnity. The Contractor agrees to indemnify, hold harmless and defend the City, the City Council, and every officer, employee and agent of the City and the Lawndale Elementary School District, and every officer, employee and agent of the District from any and all claims, losses, or actions brought by any person or persons resulting directly or indirectly from the wrongful or negligent acts, errors, and omissions of the Contractor and its employees, contractors and agents, including any claims and damages arising from the use of unauthorized images (i.e. photographs) of students and their invitees as well as any claims arising in any way in connection with or by Contractor's employees, contractors or agents.

3.3. Non-Discrimination. In carrying out the performance of the services designated in this Agreement, the Contractor must not discriminate against any employee or member of the public because of race, religion, color, sex, or national origin or sexual orientation.

3.4. Entire Agreement. This Agreement supersedes any and all other agreements, either oral or written, between the parties and contains all of the covenants and agreements between the parties with respect to the subject matter of this Agreement. Each party acknowledges that no representations, inducements, or agreements, orally or otherwise, have been made by either party or anyone acting on its behalf which are not embodied in this Agreement and that any other agreement or statement not contained in the Agreement is not valid or binding. Any modifications of this Agreement will be effective only if memorialized in a writing signed by both parties.

3.5. Governing Law. This Agreement is governed by the laws of the State of California and any lawsuit or action relating in any way to this Agreement must be filed in Los Angeles County, California.

3.6. Prohibition Against Subcontracting or Assignment. Contractor agrees not to contract with any person or entity to perform in whole or in part the work or services required under this Agreement. Neither this Agreement nor any interest in this Agreement may be assigned or transferred, voluntarily or by operation of law, without the prior written approval of City. Any prohibited assignment or transfer is void.

3.7. Independent Contractor. The City will not have any control over the manner, mode or means by which Contractor performs the services required under this Agreement except as otherwise described in this Agreement. Contractor will provide the services required as an independent contractor. Contractor will not at any time or in any manner represent that it or any of its agents or employees are agents or employees of City.

In addition, if Contractor is providing similar services for entities other than City, Contractor shall not promote such activities, whether by word of mouth, flyers or other printed materials while providing services for City under the terms of this Agreement.

3.8. Insurance. Unless otherwise stated in writing by the City's Risk Manager, Contractor must 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, 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 must not be limited to its vicarious liability. Defense costs must be paid in addition to limits. Limits must be no less than \$1,000,000.00 per occurrence and \$5,000,000.00 aggregate. Additionally, the City and each of its officers, employees and agents must be mentioned as additional insureds and each insurance certificate must be accompanied by all applicable additional insured endorsement pages.

(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 \$1,000,000.00 per accident for all covered losses. However, this requirement will not apply if Contractor has no employees and Contractor provides the letter signed under penalty of perjury as described in Section 1.2.

If the Contractor maintains broader coverage and/or higher limits than the minimums shown above, the City requires and shall be entitled to the broader coverage and/or higher limits maintained by the Contractor. Any available insurance proceeds in excess of the specified minimum limits of insurance and coverage shall be available to the City.

Said policies of insurance must not be cancelled without providing 10 days' prior written notice by registered mail to the City. In the event any of the policies of insurance are cancelled or amended, prior to the cancellation or amendment date, Contractor must submit new evidence of insurance in conformance with this Section to the Director of Community Services. No work or services under this Agreement may begin until Contractor has provided City with and City's Risk Manager has approved of the Certificates of Insurance or appropriate insurance binders evidencing the required insurance coverage.

Contractor agrees that the provisions of this Section will not be construed as limiting in any way the extent to which Contractor may be held responsible for the payment of damages to any persons or property resulting from Contractor's activities or the activities of any person or persons for which Contractor is otherwise responsible.

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

3.9. Notice. Any notice or communication either party desires or is required to give to the other party or any other person must be in writing and either served personally or sent by prepaid, first-class mail, in the case of the City, to the City Manager at City of Lawndale 14717 Burin Avenue, 01001.0001/519708.4

Lawndale, California 90260, and in the case of the Contractor at the address designated on the execution page of this Agreement.

3.10. Severability. In the event that part of this Agreement is declared invalid or unenforceable by a valid judgment or decree of a court of competent jurisdiction, such invalidity or unenforceability will not affect any of the remaining portions of this Agreement which portions are declared as severable and 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.

3.11. Waiver. No delay or omission in the exercise of any right or remedy will 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 will 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 will not be a waiver of any other default concerning the same or any other provision of this Agreement.

3.12. 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, whether legal or equitable, will be entitled to reasonable attorney's fees, whether or not the matter proceeds to judgment.

CITY:
City of Lawndale
14717 Burin Avenue
Lawndale, CA. 90260

CONTRACTOR:
Jerome Johnson
P.O. Box 3212
Lakewood, CA 90711-3212

By: _____
Robert Pullen-Miles, Mayor

Jerome Johnson, a sole proprietor

Date: _____

Date: 11/16/2018

ATTEST:

Rhonda Hofmann Gorman, City Clerk

Date: _____

APPROVED AS TO FORM:

Tiffany J. Israel, City Attorney



CITY OF LAWNDALE

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

DATE: December 3, 2018

TO: Honorable Mayor and City Council

FROM: Stephen N. Mandoki, City Manager *[Signature]*

PREPARED BY: Jonathan Wu, P.E., Interim Public Works Director/City Engineer
Ken Louie, Finance Director *[Signature]*
Grace Huizar, Administrative Analyst *[Signature]*

SUBJECT: APPROVAL OF PROFESSIONAL SERVICE AGREEMENT FOR A SENIOR PROJECT MANAGER

BACKGROUND

Public Works Engineering Division is in need of a Senior Project Manager for the implementation and successful completion of Capital Improvement Projects (CIP) and other pending Public Works assignments. The current workload requires an experienced Senior Project Manager to augment the current staffing level.

STAFF REVIEW

The City of Lawndale currently has a significant number of Capital Improvements Projects (CIP) for which funds have been programmed. Current projects include street resurfacing, concrete repairs, traffic signal improvements, and the Burin House demo/parking lot construction. In addition, there are grant funded projects that are in need of a Project Manager to exercise active oversight such as Inglewood Avenue Widening Project for \$5,790,000, and Redondo Beach Boulevard (Prairie Ave. to Artesia Ave.), \$5,197,000 in order to meet funding deadlines for project delivery for the current and next fiscal years.

Staff contacted three local consulting firms for proposals. KOA Corporation, a reputable firm based in Monterey Park submitted the best qualified candidate. KOA has offered their primary Project Manager, Mr. Kahono Oei who has more than thirty years of Public Works experience and was Deputy Public Works Director and City Engineer for the cities of Torrance and Banning and has the skillset and knowledge necessary to manage the City's projects. Mr. Oei will be required to perform senior level engineering tasks and responsible for meeting Caltrans and Metro funding agreement obligations. This position is critical in maintaining City's commitment to LA Metro and SBCCOG for project completion in a timely manner. The required experiences and workload demand cannot be met by the in-house technical staff which currently consists of two newly appointed entry-level Assistant Engineers and a part-time contracted Director of Public Works/City Engineer. The requirements to obtain encroachment permits and approvals from various agencies, public and private utilities and neighboring cities are so well-defined and unique that only the senior-level project managers in the relevant field can perform to

the expectations that this complex project demands. Such skills and experience are not feasible for the Department to develop and train in-house staff due to the infrequent occurrence of projects of this level of complexities and scale and will not be an effective use of City's resources. The funds for this position will be reimbursable as per the projects funding agreements. No additional allocation from General Funds is needed.

LEGAL REVIEW

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

FISCAL IMPACT

No impact to the General Fund. The grantors for the approved projects are LA Metro, SBCCOG, Proposition C, Measures M and R, and Call for Projects; all are grant funded sources that are included in the City's Fiscal Year 2018-19 Capital Improvement Program budget. KOA Corporation shall provide the required full-time professional engineering services on an as-needed basis at the rate of \$125.00 per hour for an amount not-to-exceed \$200,000 as directed by the Interim Public Works Director.

RECOMMENDATION

STAFF RECOMMENDS THAT the City Council:

Approve a professional services agreement with KOA Corporation as proposed in the attached letter proposal dated October 19, 2018 with the option for renewal for another 12-month term under the same terms and conditions.

Attachments: Agreement
 Proposal
 Senior Project Manager Resume

CITY OF LAWNSDALE

CONTRACT SERVICES AGREEMENT FOR

STAFF AUGMENTATION SERVICES – SENIOR PROJECT MANAGER

This Contract Services Agreement ("Agreement") is made and entered into this 5th day of November, 2018, by and between the City of Lawndale, a municipal corporation ("City"), and KOA Corporation, a California S 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 Two Hundred Thousand dollars (\$200,000) ("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 November 5, 2018 and continue in full force and effect until completion of the services no later than October 31, 2019.

4.0 COORDINATION OF WORK

4.1 Representative of Consultant. Chuck Stephan 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.

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 LAWNSDALE,
a municipal corporation

By: _____
Robert Pullen Miles, Mayor

ATTEST:

Rhonda Hofmann Gorman, City Clerk

APPROVED AS TO FORM:
Aleshire & Wynder, LLP

Tiffany J. Israel, City Attorney

CONSULTANT:
KOA, a California corporation

By: _____
Name: Jimmy Lin,
Title: President

By: _____
Name: Juan Gutierrez
Title: Chief Financial Officer

Address: 2141 W. Oranewood Ave
Orange, CA 92868
(310) 525-0678

EXHIBIT "A"

SCOPE OF SERVICES

Consultant shall provide project management services for the City. The projects to be managed include street pavement rehabilitation, roadway widening, and signal improvements. The consultant will be responsible for coordinating all project related activities with Caltrans and LA Metro including, but not limited to:

- Performing senior level engineering tasks and being responsible for meeting Caltrans and LA Metro funding agreement obligations.
- Performing constructability reviews and cost analyses for assigned projects.
- Performing quality assurance for the Plans, Specifications, and Estimates.
- Managing Capital Improvement Projects in accordance with Public Contract Code, Caltrans Construction Manual, LA Metro project funding guidelines, and all applicable laws.
- Maintaining the City's commitment to LA Metro and SBCCOG for project completion in a timely manner.
- Maintaining and monitoring progress payment requests for project related costs.
- Other services as directed by the City.

EXHIBIT "B"

SPECIAL REQUIREMENTS

1. No substitution of personnel is allowed unless the city is duly notified in advance and agrees to such substitution with a transition period no less than fifteen calendar days at the sole expense of the Consultant.
2. Consultant shall provide services as directed by the City. Consultant understands and agrees that the City's project work hours are Monday through Friday, 7:00 am to 6:00 pm and that services shall be provided during those times and on days that the City is open for business only, unless directed otherwise in writing by the Director.

EXHIBIT "C"

SCHEDULE OF COMPENSATION

Consultant shall bill the City at the rate of \$125 per hour. Consultant's total fee to provide the services is not to exceed \$200,000 for approximately 8 to 12 months. Commute time to and from the City is not billable. Consultant shall bill in increments of six minutes (0.1 hour) and may not bill for expenses.

EXHIBIT "D"

SCHEDULE OF PERFORMANCE

Upon full execution of the Agreement, the Consultant is expected to complete the tasks according to the following timelines:

1st Quarter of 2019:

- Complete technical review of the plans and specifications
- Coordinate with utilities
- Coordinate for encroachment permit from Caltrans
- Coordinate with Centinela Valley Union High School District for right-of-way dedication

2nd Quarter of 2019:

- Finalize plans, specifications and estimates for different phases of the project subject to Caltrans, School District, and public utilities' final reviews and comments
- Prepare Notice of Inviting Bids

3rd Quarter of 2019:

- Conduct Request of Qualification (RFQ) for potential contractors
- Prepare RFP's for Construction Management, Inspection and Labor Compliance Professional Services jointly or separately
- Pre-bid meeting and field Check
- Award construction contract
- Award professional services contracts for Construction Management, Inspection, and labor compliance.

4th Quarter of 2019:

- Construction begins contingent on a timely issuance of encroachment permit and approvals for right-of-way dedication from both the City Council and School District Board of Directors

2141 W. Orangewood Avenue, Orange, CA 92668
T: 714.573.0317 | F: 714.573.9534 | www.koacorp.com
MONTEREY PARK ORANGE ONTARIO SAN DIEGO



October 19, 2018

Jonathan T. Wu, P.E., QSD
Interim Public Works Director
City of Lawndale
4722 Manhattan Beach Blvd.
Lawndale, CA

Subject: **Proposal to Provide Project Management Services for City of Lawndale**

Dear Mr. Wu:

KOA Corporation (KOA) appreciates this opportunity to present this proposal to provide project management services for the City of Lawndale. Per our communication, the potential projects to be managed include street pavement rehabilitation, roadway widening, and signal improvements. The proposed project manager's responsibility will also involve in coordination with Caltrans and LA Metro.

Mr. Kahono Oei is KOA's proposed primary project manager. Mr. Oei has more than thirty years of public works experience, and he has the skillset and knowledge necessary to manage these type of projects. Mr. Oei may be supported by other KOA staff as necessary.

Mr. Oei's billing rate is \$125 per hour. KOA's total fee to provide the services is not to exceed \$200,000 for approximately 8 to 12 months.

KOA understands the importance of the project. Should you have any questions or would like to discuss this proposal further, you may contact me at my office. This proposal is valid for 60 days.

Sincerely,

KOA Corporation

A handwritten signature in black ink, appearing to read 'Min Zhou'.

Stephan for

Min Zhou
P.E., Deputy CEO



RESUMES

KAHONO OEI, PE SENIOR CIVIL ENGINEER

Mr. Kahono Oei has more than 34 years of Civil Engineering experience in both private and public sectors. He has served as Deputy Director of Public Works, City Engineer for the cities of Banning and Torrance and is responsible for approval of all aspects of residential/ commercial land development, design and implementation of capital improvement projects such as streets, water, wastewater treatment plants and distribution system, manage solid waste collection, and manage Banning airport operation.

Prior to the association with the City of Banning in 1991, Mr. Kahono was working with an Orange County private Civil Engineering firm which specialized in the residential, commercial land subdivision and development. As a project engineer, he was responsible for the design/ preparation of grading, street, water, sewer and storm drain improvement plans.

In addition, Mr. Kahono has managed and constructed several single and multi-residential, commercial developments as well as public facility buildings in California. His projects include the construction of 13 unit townhouse, 50 units apartment, 28 and 60 units Hotel, 40 unit senior housing, 10000 S.F. Fire department facility, 30000 S.F. Police facility and park building and aquatic facilities in various location.

RELEVANT EXPERIENCE

SANBAG Metrolink Station Accessibility Improvement Project PS&E, ROW Engineering and Design Support Services During Construction, San Bernardino County, CA

Construction Assistance Task Manager. Six Metrolink stations, located in cities San Bernardino County have been determined to be the first set to receive the improvements. KOA was selected to put together a construction bid package for six station accessibility improvement projects and to provide assistance during construction. The work includes road diets, traffic signal modifications, enhanced crossings, trail extensions, sidewalk design, wayfinding signage, signing and striping, automated rail crossing gates for pedestrians, bicycle lockers, bicycle parking, bicycle facilities, pavement repairs, and lighting. The implemented designs will provide enhanced station access to pedestrians and bicyclists.

City of Anaheim Family Justice Center ADA Transition Plan Civil Engineering Services, Anaheim, CA

Project Engineer. KOA provided civil engineering services for the design of the access to the Anaheim Justice Center facility to meet the American with Disability Act (ADA) requirements. The design

EDUCATION

MS, Civil Engineering,
California State University,
Fullerton, CA (1985)

BS, Civil Engineering,
California State University,
Fullerton, CA (1983)

REGISTRATIONS

Professional Engineer (Civil), CA
#52652

CA, Real Estate license,
#01014868

PROFESSIONAL AFFILIATIONS

APWA, ASCE



includes the rehabilitation of the existing driveway approach, access ramp from the sidewalk to the front entrance of the building, access ramp from the parking lot to the building and the relocation of existing automated and pedestrian gates.

University of California, Riverside Building Renovation & ADA Upgrade Civil Engineering Services, Riverside, CA

Project Engineer. KOA coordinated the Land Surveyor to provide aerial TOPO survey and provided civil engineering services to the Architect for the design of accessibility of Bourns Hall Laboratory Building to comply with the ADA requirements. The design include the design of the access to the building from the common area parking, walkway leading to the building, improving all of the access ramps and provided necessary directional signage to comply with ADA requirements.

City of Banning City Engineer, Banning, CA

City Engineer. Mr. Kahono performed complex supervisory, administrative and professional work in Engineering, planning, organizing, directing and supervising the public works and Engineering departments. The responsibility included evaluating the public works need and formulating short and long range plans to meet needs in all areas of responsibility such as transportation, street, water, sewer, storm drainage, landscape maintenance district and the capital improvement program. In addition, he oversaw the preparation of Engineering plans, specifications, bidding, selection of contractor and preparation of staff report to the City Council for award. During his tenure with the City of Banning, he has successfully completed more than 140 public works projects, approving more than 40 tract/ parcel maps and obtained more than \$40 Million in grants/ SRF loan for said capital improvement projects.

City of Torrance Engineering Manager, Torrance, CA

Engineering Manager. Mr. Kahono was in charge of the capital improvement project division and supervision of professional engineering team. During his tenure with the City of Torrance, he successfully completed 2 challenging storm drain project on time and within the approved budget.

Street Related Projects:

- Sunset Avenue underpass project
- Annual street pavement rehabilitation using hot and cold recycling and 2" A.C overlay
- Street improvement (Curb, gutter, sidewalk, driveway, H.C. Ramp) project on various locations
- Design and construction of traffic signals on various locations
- Design and construction of Storm drain line "D" on Ramsey street

Building, Park and Facility Related Projects:

- Construction of 30000 S.F. Police department facility
- Construction of 10000 S.F. Fire Department facility
- Construction of 3000 S.F. Senior center facility
- Construction of Repplier Park Aquatic Facility
- Construction/ Rehabilitation of Community center facility
- Construction of Sylvan Park restroom facility

Water Related Projects:



- 1.5 MG concrete reservoir (Sun Lakes Reservoir)
- 8.0 MG concrete reservoir (Brinton Reservoir)
- 2 miles of 24" and 30" steel water transmission line
- 8", 10" and 12" steel water distribution lines at various location
- Well pump equipment installation in 4 locations
- Construction of regulating valves at various location

Wastewater Related Projects:

- Construction of 1.5 MG trickling filter
- Upgrade of the wastewater treatment plants to a capacity of 3.6 MG
- Upgrade of the wastewater treatment plants to a capacity of 7.2 MG
- Construction of lift stations at various locations
- Construction of 12" sewer distribution line
- Design of 1.5 MG wastewater treatment package plants
- Update user's fee, implement rate study and evaluation of connection fee

Housing Development Related Projects:

- Approval of 3400 housing development Sun Lakes Country Club
- Approval of residential tract maps
- Approval of commercial parcel maps
- Processing of Butterfield Specific plans for 5400 homes
- Performing plan checks for grading, street, water, sewer and storm drain plans

Grant Funding Obtained (Approximately \$40 Million in 21 Years):

- Responsible for applying/ obtaining various type of grants from the County, State and Federal grants such as SB821, CDBG, ISTE, TEA 21, FAA AIP, SRF, Park Prop 84 Fund, CMAQ, RAC, PUC section 190
- Create and administer Landscape Maintenance District
- Assist developer with the creation of assessment district for residential development



CITY OF LAWDALE

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

DATE: December 3, 2018

TO: Honorable Mayor and City Council

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

PREPARED BY: Jonathan Wu, PE, QSD, Interim Public Works Director / City Engineer *JW*
Ken Louie, Director of Finance *KL*
Grace Huizar, Administrative Analyst *GH*

SUBJECT: Solid Waste Management Consulting Services Contract Amendment

BACKGROUND

HF&H Consultants, LLC (HF&H) currently provides AB 939 compliance assistance and solid waste management services under a three-year agreement, which will expire on December 31, 2018. HF&H has performed these services at an exemplary level for the City since 2004. The firm has worked with staff and the community consistently over the past eleven years and has developed a thorough understanding of the requirements necessary to maintain compliance in Lawndale.

STAFF REVIEW

Due to the impending contract expiration date of December 31, 2018, Staff recommends that City Council authorize an amendment to the current HF&H agreement to extend the term to December 31, 2020. The current Agreement cost with amendments since 2011 is \$645,876 through December 31, 2018. The additional term funding needs for calendar year 2019 will be \$86,593 and for calendar year 2020 will be \$88,758 including a cost of living adjustment of 2.5%; a total of \$175,351 will be added to the total contract sum.

LEGAL REVIEW

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

FUNDING

The city has budgeted for a full-fiscal years' worth of AB939 services (\$85,524) in its Public Works Administration – Professional Services budget. No additional funding is required at this time. On the big picture, these costs are generally offset by AB939 Revenue of approximately \$153,000 that is received in the General Fund.

RECOMMENDATION

Staff recommends 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.

Attachments: Fourth Amendment to AB939 Compliance Services Agreement

**FOURTH AMENDMENT TO CONTRACT SERVICES AGREEMENT
FOR AB 939 COMPLIANCE SERVICES**

This FOURTH AMENDMENT TO CONTRACT SERVICES AGREEMENT (the "Fourth Amendment") is made and entered into this 3rd day of December, 2018, by and between the CITY OF LAWNDALE, a municipal corporation (herein "City") and HF&H CONSULTANTS, a California limited liability corporation (herein "Consultant").

RECITALS

WHEREAS, City and Consultant entered into that certain Agreement entitled "Contract Services Agreement for AB939 Compliance Services" (the "Agreement") on or about August 1, 2011; the First Amendment to the Agreement on March 18, 2013; and the Second Amendment to the Agreement on April 6, 2015; and the Third Amendment to the Agreement on February 16, 2016; and

WHEREAS, it is the desire of the City and the Consultant to further amend the Agreement as set forth in this Fourth Amendment.

AGREEMENT

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

SECTION 1. Section 2.1 of the Agreement entitled "Contract Sum" is amended to reflect the new maximum Contract Sum of Eight Hundred Twenty One Thousand Two Hundred Twenty Seven Dollars (\$821,227) for services to be provided until the end of the contract term of December 31, 2020.

SECTION 2. Except as expressly provided for in this Fourth Amendment all other provisions of the Agreement, as previously revised, shall remain in full force and effect.

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

CITY:

By: _____
Robert Pullen-Miles, Mayor

ATTEST:

Rhonda Hofmann Gorman, City Clerk

APPROVED AS TO FORM:
Aleshire & Wynder, LLP

Tiffany J. Israel, City Attorney

CONSULTANT:
HF & H Consultants, LLC,
A limited liability company

By: _____
John Farnkopf
Secretary

By: _____
Laith B. Ezzet
Senior Vice President

Address: 19200 Von Karman Avenue
Suite 360
Irvine, CA 92612
Tel (949) 251-1106
Fax (949) 251-9741



CITY OF LAWNDALE

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

DATE: December 3, 2018

TO: Honorable Mayor and City Council

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

PREPARED BY: Jonathan T. Wu, PE, QSD, Interim Public Works Director/City Engineer
Ken Louie, Finance Director
Kevin Moghadasi, E.I.T, Assistant Engineer *KM*

SUBJECT: Concrete Repairs Project FY 18/19- Award of Construction Contract

BACKGROUND

On October 15, 2018, the City Council approved the plans and specifications for the Concrete Repairs Project FY 18/19 and authorized staff to bid the project.

The work will take place on 162nd, 163rd, 165th, 166th, 168th, 169th, 170th, and 171st Streets between east of Hawthorne Blvd., north of Redondo Beach Blvd, and west of the 405 freeway and other local streets (see attached project vicinity map). In addition, other areas that need repair have also been included in this project.

STAFF REVIEW

The Notice Inviting Bids was advertised in a local newspaper and the City website.

Seven bids were received and opened on Wednesday, November 14, 2018, by the City Clerk staff in accordance with City bidding procedures. Bid results are shown in the table below:

| Bidders | Total Bid Amount |
|--|--|
| Ruiz Concrete & Paving, Inc., (Long Beach) | \$ 182,949.20 |
| Kalban, Inc., (Santa Clarita) | \$ 201,580.00 |
| EBS General Engineering, Inc., (Corona) | \$ 217,776.00 |
| Gentry General Engineering, Inc., (Rancho Cucamonga) | \$ 227,479.00 |
| Calpromax Engineering, Inc., (Placentia) | \$245,924.00 (corrected for math errors) |
| Aramexx Construction, (Claremont) | \$ 267,981.00 |
| Hardy & Harper, Inc., (Santa Ana) | \$ 294,160.00 |

LEGAL REVIEW

The City’s standard construction contract, which is included in the project specifications template, has been reviewed and approved as to form by the City Attorney.

FISCAL IMPACT

There is currently \$2,006,551 remaining in the unspent 2009 bond funds. The City's remaining bond funds and planned projects are listed below:

| <u>Planned Projects</u> | <u>Balance</u> |
|---------------------------------------|----------------------------|
| Engineering Services | 23,143.00 |
| Street Improvements | 74,767.00 |
| Pavement/Curb/Gutter Improvement | 300,000.00 |
| Inglewood Ave Corridor Wide Phase I | 398,943.00 |
| Closure of Mobile Home Park | 126,528.00 |
| Inglewood Ave Corridor Wide Phase III | 857,077.00 |
| Burin House Demo/Wall Parking | 176,665.00 |
| RM&R Various Streets | 49,428.00 |
| Total | <u>2,006,551.00</u> |
| Funds Available | <u>2,006,551.00</u> |

The funding for this project is included in the current adopted budget and Bond funds will be used as listed below:

\$300,000 Bond Money

 \$300,000 Total Proceeds
 (\$4,650) Less: Project Costs to Date – Design Services

\$295,350 Balance Remaining for the Project

RECOMMENDATION

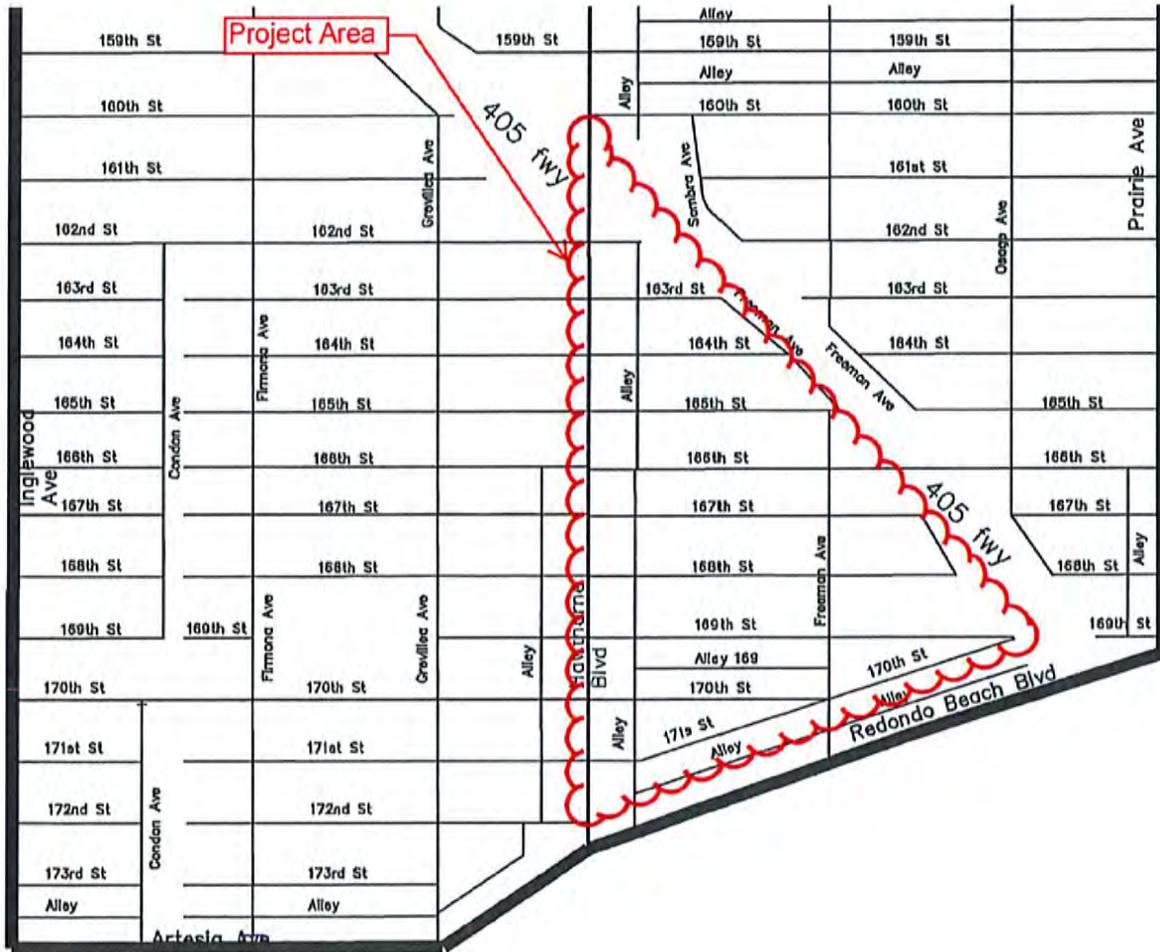
Staff recommends that the City Council:

- Award a construction contract in the amount of \$182,949.20 to Ruiz Concrete & Paving, Inc. for the Concrete Repairs Project FY 18/19;
- Approve a fifteen percent (15%) contingency of \$27,442 to avoid project delays and facilitate timely project completion.

Attachment:

- Locations Map
- Bid Analysis

Vicinity Map



| Bid Analysis | | 1 | | 2 | | 3 | | 4 | | 5 | | 6 | | 7 | | | | | | | | | |
|--------------|--|-----------------------------|----------|------------|-----------|---------------|--------|-------------------------|--------|------------------|--------|-----------------------|-----------|----------------------|--------|---------------------|--------|--|--|--------------|--|--|--|
| | | Ruiz Concrete & Paving Inc. | | | | Kalban | | EBS General Engineering | | Gentry General | | Calpromax Engineering | | Aramexx Construction | | Hardy & Harper, Inc | | | | | | | |
| | | Long Beach | | | | Santa Clarita | | Corona | | Rancho Cucamonga | | Placentia | | Claremont | | Santa Ana | | | | | | | |
| ITEM NO. | DESCRIPTION | Unit | Quantity | Unit Price | Amount | Unit Price | Amount | Unit Price | Amount | Unit Price | Amount | Unit Price | Amount | Unit Price | Amount | | | | | | | | |
| 1 | Remove and reconstruct PCC sidewalk | SF | 4,616 | 6.95 | 32,081.20 | 9 | 41,544 | 9 | 41,544 | 11 | 50,776 | 14 | 64,624.00 | 15 | 69,240 | 11 | 50,776 | | | | | | |
| 2 | Remove and reconstruct PCC curb and gutter | LF | 722 | 49.50 | 35,739.00 | 70 | 50,540 | 58 | 41,876 | 67 | 48,374 | 67 | 48,374.00 | 70 | 50,540 | 100 | 72,200 | | | | | | |
| 3 | Grind down uplifted concrete edge (half inch max) | LF | 323 | 25.00 | 8,075.00 | 12 | 3,876 | 30 | 9,690 | 17 | 5,491 | 12 | 3,876.00 | 5 | 1,615 | 10 | 3,230 | | | | | | |
| 4 | Remove and reconstruct 6"-Thick PCC residential driveway approach | SF | 4,065 | 10.40 | 42,276.00 | 14 | 56,910 | 12 | 48,780 | 12 | 48,780 | 18 | 73,170.00 | 17 | 69,105 | 20 | 81,300 | | | | | | |
| 5 | Adjust valve/meter or pull box lid and cover grade | EA | 1 | 500.00 | 500.00 | 100 | 100 | 500 | 500 | 1,300 | 1,300 | 600 | 600.00 | 1,692 | 1,692 | 750 | 750 | | | | | | |
| 6 | Remove existing City Tree and replace with new tree | EA | 2 | 3,250.00 | 6,500.00 | 3,500 | 7,000 | 3,000 | 6,000 | 2,000 | 4,000 | 3,400 | 6,800.00 | 2,300 | 4,600 | 4,000 | 8,000 | | | | | | |
| 7 | Sawcut, remove existing & construct only curb | LF | 53 | 38.00 | 2,014.00 | 30 | 1,590 | 50 | 2,650 | 48 | 2,544 | 54 | 2,862.00 | 32 | 1,696 | 100 | 5,300 | | | | | | |
| 8 | Remove and replace existing parkway drain | EA | 2 | 3,350* | 6,700.00 | 2,500 | 5,000 | 5,000 | 10,000 | 8,300 | 16,600 | 3,600 | 7,200.00 | 1,355 | 2,710 | 4,000 | 8,000 | | | | | | |
| 9 | Install thermo-plastic yellow dash line stripping per Caltrans, Detail 1 | LF | 640 | 20.00 | 12,800.00 | 4 | 2,560 | 5 | 3,200 | 10 | 6,400 | 5 | 2,880.00 | 5 | 3,200 | 4 | 2,560 | | | | | | |
| 10 | Remove existing driveway approach | SF | 90 | 15.00 | 1,350.00 | 8 | 720 | 6 | 540 | 6 | 540 | 7 | 630.00 | 22 | 1,980 | 50 | 4,500 | | | | | | |
| 11 | AC pavement repairs (Slot Paving) | SF | 722 | 12.00 | 8,664.00 | 10 | 7,220 | 18 | 12,996 | 17 | 12,274 | 14 | 10,108.00 | 35 | 25,270 | 12 | 8,664 | | | | | | |
| 12 | General striping | LS | 1 | 8,000.00 | 8,000.00 | 17,120 | 17,120 | 17,500 | 17,500 | 3,900 | 3,900 | 18,600 | 18,600.00 | 21,073 | 21,073 | 17,110 | 17,110 | | | | | | |
| 13 | Traffic Control | LS | 1 | 10,000.00 | 10,000.00 | 2,200 | 2,200 | 15,000 | 15,000 | 21,300 | 21,300 | 5,000 | 5,000.00 | 12,550 | 12,550 | 26,600 | 26,600 | | | | | | |
| 14 | Minor surveying services | LS | 1 | 8,250.00 | 8,250.00 | 5,200 | 5,200 | 7,500 | 7,500 | 5,200 | 5,200 | 1,200 | 1,200.00 | 2,710 | 2,710 | 5,170 | 5,170 | | | | | | |
| | | | | TOTAL BID | | | | \$217,776.00 | | | | \$245,924.00 | | | | \$267,981.00 | | | | \$294,160.00 | | | |

* corrected separator

RESOLUTION NO. CC-1812-049

**A RESOLUTION OF THE CITY COUNCIL
OF THE CITY OF LAWDALE, CALIFORNIA
AUTHORIZING CERTAIN CLAIMS AND DEMANDS
IN THE SUM OF \$437,955.55**

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

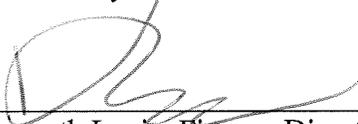
SECTION 1. That in accordance with Sections 37202 and 37209 of the Government Code, the Finance Director, as certified below, hereby attests to the accuracy of these demands and to the availability of funds for the payment thereof.

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 3, 2018

Certified by:



Kenneth Louie, Finance Director

PASSED, APPROVED AND ADOPTED this 3rd 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-1812-049 at a regular meeting of said Council held on the 3rd 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: 11/26/2018
 Time: 7:53 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 |
|------------------------------------|------------|------------|----------------|---------------|--------------------------------|--------------------------------|-----------|
| WELLS FARGO BANK N.A CHECKS | | | | | | | |
| 196381 | 11/01/2018 | Reconciled | | 7099 | ADOBE SYSTEMS INCORPORATED | ANNUAL SUBSCRIPTION-2018/2018 | 1,919.76 |
| 196382 | 11/01/2018 | Reconciled | | 7108 | DENISE AMEZCUA | REFUND FEE-RENTAL DEPOSIT | 500.00 |
| 196383 | 11/01/2018 | Printed | | 5394 | ANIMAL MEDICAL CENTER | VETERINARIAN SERVICES-JUN 2018 | 1,939.80 |
| 196384 | 11/01/2018 | Reconciled | | 6986 | JARED CHAVEZ | REIMBURSE EXPENSES-MILEAGE | 106.82 |
| 196385 | 11/01/2018 | Reconciled | | 0179 | CITY OF GARDENA | CASE MANAGEMENT SVC-SEP 2018 | 720.00 |
| 196386 | 11/01/2018 | Reconciled | | 6636 | FRONTIER COMMUNICATIONS | FAX PHONE CHARGES | 79.58 |
| 196387 | 11/01/2018 | Reconciled | | 5503 | JAVONDA JONES | INSTRUCTOR FEE-DANCE/GYM | 2,070.12 |
| 196388 | 11/01/2018 | Reconciled | | 0323 | LEGACY TRAVEL & TOURS | BALANCE DUE-SR TRAVEL CLUB | 7,076.00 |
| 196389 | 11/01/2018 | Reconciled | | 6015 | LAYNE NATALE | INSTRUCTOR FEE-SR FITNESS | 910.00 |
| 196390 | 11/01/2018 | Reconciled | | 0367 | OFFICE DEPOT | OFFICE SUPPLIES - CDD | 451.09 |
| 196391 | 11/01/2018 | Reconciled | | 7120 | SEAN M. MOORE | REIMBURSE EXPENSES-CONFERENCE | 1,378.50 |
| 196392 | 11/01/2018 | Reconciled | | 3672-CDD | U.S. BANK | CREDIT ACCOUNT PAYMENT | 2,192.14 |
| 196393 | 11/01/2018 | Reconciled | | 3672-CMD | U.S. BANK | CREDIT ACCOUNT PAYMENT | 1,093.45 |
| 196394 | 11/01/2018 | Reconciled | | 3672-FIN | U.S. BANK | CREDIT ACCOUNT PAYMENT | 110.00 |
| 196395 | 11/08/2018 | Reconciled | | 2615 | A-THRONE CO., INC | PORTABLE RESTROOMS-ADDAMS PK | 331.83 |
| 196396 | 11/08/2018 | Reconciled | | 0115 | AT & T | LONG DISTANCE SVC - OCT 2018 | 14.11 |
| 196397 | 11/08/2018 | Reconciled | | 0613 | BERICOM IT & DESIGN | NTWK/COMPUTER SUPPORT-OCT 2018 | 13,334.96 |
| 196398 | 11/08/2018 | Reconciled | | 5827 | CHRISTINA BROOME | INSTRUCTOR FEE-SR YOGA | 325.00 |
| 196399 | 11/08/2018 | Reconciled | | 6636 | FRONTIER COMMUNICATIONS | PHONE CHARGES-310-371-6930 | 168.69 |
| 196400 | 11/08/2018 | Reconciled | | 7102 | SHEILA JEANS | REFUND FEE-EVENT SECURITY SVC | 119.16 |
| 196401 | 11/08/2018 | Reconciled | | 0367 | OFFICE DEPOT | OFFICE SUPPLIES - CDD | 1,998.51 |
| 196402 | 11/08/2018 | Reconciled | | 7121 | TYLER PERRON | REFUND FEE-BUS. LIC. REVIEW | 139.04 |
| 196403 | 11/08/2018 | Reconciled | | 0439 | SOUTHERN CALIFORNIA EDISON CO. | UTILITIES - ELECTRIC | 9,228.78 |
| 196404 | 11/08/2018 | Reconciled | | 0941 | THE LEW EDWARDS GROUP | PROFESSIONAL SVCS-OCT 2018 | 5,000.00 |
| 196405 | 11/08/2018 | Reconciled | | 3672-FLEET | U.S. BANK VOYAGER FLEET SYS | VEHICLE FUEL - PWD | 1,298.36 |
| 196406 | 11/08/2018 | Reconciled | | 3672-CSD | U.S. BANK | CREDIT ACCOUNT PAYMENT | 4,845.07 |
| 196407 | 11/08/2018 | Reconciled | | 3672-CSD | U.S. BANK | CREDIT ACCOUNT PAYMENT | 1,776.70 |
| 196408 | 11/19/2018 | Printed | | 1541P | ALESHIRE & WYNDR, LLP | LEGAL SV-PERSONNEL/LABOR-SEP18 | 1,947.20 |
| 196409 | 11/19/2018 | Printed | | 0112 | ALL CITY MANAGEMENT SERVICES | SCHOOL CROSSING GUARD SERVICES | 6,440.00 |
| 196410 | 11/19/2018 | Printed | | 7124 | SIVANAGA L. AMBATI | REFUND FEE-EVENT SECURITY BAL | 119.16 |
| 196411 | 11/19/2018 | Printed | | 6922 | SVETLANA AVERBUKH | INSTRUCTOR FEE-SR ZUMBA | 390.00 |
| 196412 | 11/19/2018 | Printed | | 0142 | BOULEVARD FLORIST | VETERAN'S DAY WREATH | 161.24 |
| 196413 | 11/19/2018 | Printed | | 6961 | CITY CLERK MANAGEMENT SVCS INC | PROFESSIONAL SV-MTG MINUTES | 918.75 |
| 196414 | 11/19/2018 | Printed | | 0219 | COUNTY OF LA DEPT OF PUBLIC WK | TRAFFIC/MAINTENANCE SVCS-SEP18 | 4,291.79 |
| 196415 | 11/19/2018 | Printed | | 0219 | COUNTY OF LA DEPT OF PUBLIC WK | BUILDING INSPECTION SVC-AUG 18 | 31,583.86 |
| 196416 | 11/19/2018 | Printed | | 3886 | SIRLEY CUEVAS | PLANNING COMMISSION STIPEND | 50.00 |
| 196417 | 11/19/2018 | Printed | | 7125 | STARKEYA DANIELS | REFUND FEE-RENTAL DEPOSIT | 750.00 |
| 196418 | 11/19/2018 | Printed | | 5362 | DUNCAN, JOSHUA | INSTRUCTOR FEE-MARTIAL ARTS | 1,492.40 |
| 196419 | 11/19/2018 | Printed | | 6699 | KARINA ESTRADA | STIPEND - PRSSC COMMISSIONER | 100.00 |

CHECK REGISTER REPORT

Date: 11/26/2018
 Time: 7:53 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 |
|------------------------------------|------------|------------|----------------|---------------|--------------------------------|--------------------------------|-----------|
| WELLS FARGO BANK N.A CHECKS | | | | | | | |
| 196420 | 11/19/2018 | Printed | | 6684 | FARMER BROTHERS CO. | COFFEE SERVICE-10/23/2018 | 155.88 |
| 196421 | 11/19/2018 | Printed | | 7052 | AMALEA FISHER | INSTRUCTOR FEE-SR FITNESS | 390.00 |
| 196422 | 11/19/2018 | Printed | | 1909 | FUN EXPRESS | SUPPLIES-HALLOWEEN HAUNT EVENT | 545.21 |
| 196423 | 11/19/2018 | Printed | | 4796 | ERICA HARBISON | STIPEND - PRSSC COMMISSIONER | 100.00 |
| 196424 | 11/19/2018 | Printed | | 7126 | AMBER HARDWELL | REFUND FEE-RENTAL DEPOSIT | 250.00 |
| 196425 | 11/19/2018 | Printed | | 0916 | LA OPINION | NOTICE OF NOMINEES | 327.19 |
| 196426 | 11/19/2018 | Printed | | 0319 | LAWDALE ELEM SCH DIST | BOLLINGER GYMNASIUM USE FEES | 5,375.00 |
| 196427 | 11/19/2018 | Printed | | 0308 | LOS ANGELES COUNTY | EVENT SECURITY SERVICE | 180.84 |
| 196428 | 11/19/2018 | Printed | | 6134 | JOHN MARTINEZ | PLANNING COMMISSION STIPEND | 50.00 |
| 196429 | 11/19/2018 | Printed | | 6445 | MICHAEL BAKER INTL, INC | CDBG ADMINISTRATIVE CONSULTING | 935.00 |
| 196430 | 11/19/2018 | Printed | | 6445 | MICHAEL BAKER INTL, INC | CDBG SENIOR CONSULTING SERVICE | 1,070.00 |
| 196431 | 11/19/2018 | Printed | | 6428 | MINUTEMAN PRESS OF GARDENA | 3RD MEASURE L POSTAGE | 2,966.01 |
| 196432 | 11/19/2018 | Printed | | 1050 | UFFE MOLLER | PLANNING COMMISSIN STIPEND | 50.00 |
| 196433 | 11/19/2018 | Printed | | 6144 | MV TRANSPORTATION INC | LAWDALE TRANSIST SVC-SEP 18 | 33,788.70 |
| 196434 | 11/19/2018 | Printed | | 0367 | OFFICE DEPOT | OFFICE SUPPLIES - FIN | 414.90 |
| 196435 | 11/19/2018 | Printed | | 3998A | OVERLAND, PACIFIC & CUTLER LLC | PROPERTY SERVICES FOR SEP 2018 | 4,474.25 |
| 196436 | 11/19/2018 | Printed | | 1140 | PACIFIC TIRE SERVICE | REPLACE TIRE-VEH #466 | 305.00 |
| 196437 | 11/19/2018 | Reconciled | | 7047 | PRECISION AUTO CARE, INC | VEHICLE MAINTENANCE-CSD SATURN | 140.68 |
| 196438 | 11/19/2018 | Printed | | 6193 | RAMCO REGENERATION & AIR INC | RELAY BOX/DISPLAY | 206.30 |
| 196439 | 11/19/2018 | Printed | | 7127 | SALVADOR ROSALES | REFUND FEE-RENTAL DEPOSIT | 1,250.00 |
| 196440 | 11/19/2018 | Printed | | 6698 | SHIRLEY RUDOLPH | STIPEND - PRSSC COMMISSIONER | 50.00 |
| 196441 | 11/19/2018 | Printed | | 7128 | KHAYLA SHERROD | REFUND FEE-RENTAL DEPOSIT | 250.00 |
| 196442 | 11/19/2018 | Printed | | 1071 | SHOETERIA | SAFETY BOOTS-PWD | 135.00 |
| 196443 | 11/19/2018 | Printed | | 2051 | MADONNA SITKA | STIPEND - PRSSC COMMISSIONER | 50.00 |
| 196444 | 11/19/2018 | Printed | | 6910 | SMARTSHEET INC | ANNUAL TEAM SVC SUBSCRIPTION | 745.00 |
| 196445 | 11/19/2018 | Printed | | 6680 | SCOTT SMITH | PLANNING COMMISSION STIPEND | 50.00 |
| 196446 | 11/19/2018 | Printed | | 4533 | SOUTH BAY LANDSCAPING INC | LANDSCAPING SERVICES-OCT 18 | 18,835.00 |
| 196447 | 11/19/2018 | Printed | | 0444 | SPCA LA | ANIMAL SHELTERING SERVICES | 5,800.00 |
| 196448 | 11/19/2018 | Printed | | 1739 | STREET DECOR, INC. | BALANCE-(40) HOLIDAY BANNERS | 3,425.52 |
| 196449 | 11/19/2018 | Printed | | 0462 | TODD PIPE & SUPPLY-HAWTHORNE | PLUMBING SUPPLIES | 88.12 |
| 196450 | 11/19/2018 | Reconciled | | 7059 | VIEN DONG DAILY NEWS | NOTICE OF NOMINEES | 87.50 |
| 196451 | 11/19/2018 | Printed | | 0480 | VISTA PAINT | GRAFFITI SUPPLIES | 297.77 |
| 196452 | 11/19/2018 | Printed | | 7129 | VENUS WALKER | REFUND FEE-RENTAL DEPOSIT | 250.00 |
| 196453 | 11/19/2018 | Printed | | 1727 | WAXIE SANITARY SUPPLY | CUSTODIAL SUPPLIES | 165.55 |
| 196454 | 11/19/2018 | Printed | | 7130 | HUI QING WONG | REFUND FEE-CONST/DEMO DEPOSIT | 1,500.00 |
| 196455 | 11/19/2018 | Printed | | 6697 | DANIEL WOODS | STIPEND - PRSSC COMMISSIONER | 100.00 |
| 196456 | 11/19/2018 | Printed | | 7131 | SYLVIA YOUNG | REFUND FEE-RENTAL DEPOSIT | 750.00 |
| 196457 | 11/19/2018 | Printed | | 1843 | ZEP SALES AND SERVICE | MAINTENANCE SUPPLIES | 1,515.41 |

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CITY OF LAWNDALE

BANK: WELLS FARGO BANK N.A

| Check Number | Check Date | Status | Void/Stop Date | Vendor Number | Vendor Name | Check Description | Amount |
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| 196458 | 11/15/2018 | Printed | | 0246 | FRANCHISE TAX BOARD | CA CORP #1541271/2017 FORM 199 | 10.00 |
| 196459 | 11/15/2018 | Printed | | 0246 | FRANCHISE TAX BOARD | CA CORP #0747927/2017 FORM 199 | 10.00 |
| 196460 | 11/15/2018 | Reconciled | | 0441 | GOLDEN STATE WATER CO. | UTILITIES - WATER | 15,811.71 |
| 196461 | 11/15/2018 | Reconciled | | 5112A | NEOFUNDS BY NEOPOST | POSTAGE REFILL - CITY HALL | 1,060.88 |
| 196462 | 11/15/2018 | Reconciled | | 0439 | SOUTHERN CALIFORNIA EDISON CO. | UTILITIES - ELECTRIC | 3,392.81 |
| 196463 | 11/15/2018 | Printed | | 0440 | SOUTHERN CALIFORNIA GAS CO. | UTILITIES - GAS | 1,249.75 |
| 196464 | 11/15/2018 | Reconciled | | 0346 | SPARKLETT'S | BOTTLED WATER SERVICES | 742.74 |
| 196465 | 11/15/2018 | Reconciled | | 3672-FLEET | U.S. BANK VOYAGER FLEET SYS | VEHICLE FUEL - OCT 2018 | 907.65 |
| 196466 | 11/15/2018 | Reconciled | | 3672-ASD | U.S. BANK | CREDIT ACCOUNT PAYMENT | 809.96 |
| 196467 | 11/15/2018 | Reconciled | | 3672-PWD | U.S. BANK | CREDIT ACCOUNT PAYMENT | 670.04 |
| 196468 | 11/15/2018 | Reconciled | | 3373 | VERIZON WIRELESS | M2M ACCOUNT SHARE DATA LINE | 25.02 |
| 196469 | 11/21/2018 | Printed | | 7124 | SIVANAGA L. AMBATI | REFUND FEE-RENTAL DEPOSIT | 200.95 |
| 196470 | 11/21/2018 | Printed | | 6561 | ARCTIC GLACIER U.S.A. INC | RAMPS/SNOW SLED/10 TONS SNOW | 2,737.50 |
| 196471 | 11/21/2018 | Printed | | 0372C | AT & T - CALNET3 | PHONE CHARGES - NOV 2018 | 38.06 |
| 196472 | 11/21/2018 | Printed | | 0372C | AT & T - CALNET3 | PHONE CHARGES - NOV 2018 | 1,538.31 |
| 196473 | 11/21/2018 | Printed | | 7133 | VARA LAKSHMI BOBBA | REFUND FEE-RENTAL DEPOSIT | 750.00 |
| 196474 | 11/21/2018 | Printed | | 5627 | CHRISTINA BROOME | INSTRUCTOR FEE-SR YOGA | 195.00 |
| 196475 | 11/21/2018 | Printed | | 6565 | TONY DETTORE | ENTERTAINMENT-SR LUNCHEON | 160.00 |
| 196476 | 11/21/2018 | Printed | | 6741 | DUNBAR ARMORED INC | ARMORED TRUCK SERVICES-NOV 18 | 164.79 |
| 196477 | 11/21/2018 | Printed | | 2888 | EDWARD EDWARDS | DJ SERVICES-ANGEL TREE | 500.00 |
| 196478 | 11/21/2018 | Printed | | 0441 | GOLDEN STATE WATER CO. | UTILITIES - WATER | 2,366.22 |
| 196479 | 11/21/2018 | Printed | | 6061 | LAUREN GUEVARA | ADVANCE-TRAVEL DAILY ALLOWANCE | 120.00 |
| 196480 | 11/21/2018 | Printed | | 2862 | MARC SALDANA | INSTRUCTOR FEE-SR TAI CHI | 325.00 |
| 196481 | 11/21/2018 | Printed | | 7132 | SUPER BIRTHDAY INC | MINI EXPRESS TRAIN | 650.00 |
| 196482 | 11/21/2018 | Printed | | 4142 | TIME WARNER CABLE | CABLE BROADCAST-CITY HALL | 183.63 |
| 196483 | 11/21/2018 | Printed | | 4142 | TIME WARNER CABLE | PW-FIBER OPTICS COMM | 96.13 |
| 196484 | 11/21/2018 | Printed | | 4142 | TIME WARNER CABLE | BCF FIBER METRO E/FIBER I-NET | 2,131.90 |
| 196485 | 11/21/2018 | Printed | | 3373 | VERIZON WIRELESS | CELL PHONE SERVICE-NOV 2018 | 375.61 |
| 196486 | 12/03/2018 | Printed | | 2615 | A-THRONE CO., INC | PORTABLE RESTROOM-MCKENZIE GRD | 88.95 |
| 196487 | 12/03/2018 | Printed | | 1541 | ALESHIRE & WYNDRER, LLP | LEGAL SVCS-GENERAL-OCT 2018 | 13,998.97 |
| 196488 | 12/03/2018 | Printed | | 1541A | ALESHIRE & WYNDRER, LLP | LEGAL SVCS-AGENCY-OCT 2018 | 430.50 |
| 196489 | 12/03/2018 | Printed | | 1541C | ALESHIRE & WYNDRER, LLP | LEGAL SV-CD ENFORCEMENT-OCT18 | 12,831.58 |
| 196490 | 12/03/2018 | Printed | | 1541FC | ALESHIRE & WYNDRER, LLP | LEGAL SV-FRANCHISE/CABLE-OCT18 | 533.00 |
| 196491 | 12/03/2018 | Printed | | 1541GL | ALESHIRE & WYNDRER, LLP | LEGAL SVC-GR. LINE METRO-OCT18 | 20.50 |
| 196492 | 12/03/2018 | Printed | | 1541H | ALESHIRE & WYNDRER, LLP | LEGAL SVC-HOUSING-OCT 2018 | 123.00 |
| 196493 | 12/03/2018 | Printed | | 1541I | ALESHIRE & WYNDRER, LLP | LEGAL SV-LITIGATION-OCT 2018 | 143.50 |
| 196494 | 12/03/2018 | Printed | | 1541P | ALESHIRE & WYNDRER, LLP | LEGA SVC-PERSONNEL/LABOR-OCT18 | 2,255.00 |
| 196495 | 12/03/2018 | Printed | | 1541PLNG | ALESHIRE & WYNDRER, LLP | LEGAL SVC-PLANNING-OCT 2018 | 8,105.00 |

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BANK: WELLS FARGO BANK N.A

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| Check Number | Check Date | Status | Void/Stop Date | Vendor Number | Vendor Name | Check Description | Amount |
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| 196496 | 12/03/2018 | Printed | | 1541PWE | ALESHIRE & WYNDER, LLP | LEGAL SVC-PWD/ENGRNG-OCT 2018 | 61.50 |
| 196497 | 12/03/2018 | Printed | | 1541SBM | ALESHIRE & WYNDER, LLP | LEGAL SV-SO. BAY MALL-OCT 2018 | 717.50 |
| 196498 | 12/03/2018 | Printed | | 0112 | ALL CITY MANAGEMENT SERVICES | SCHOOL CROSSING GUARD SVCS | 12,686.80 |
| 196499 | 12/03/2018 | Printed | | 6369 | AM-TEC SECURITY | REPLACE MOTION DETECTOR | 132.71 |
| 196500 | 12/03/2018 | Printed | | 4185-WEST | AMERICAN STRUCTURAL PEST | PEST CONTROL SUPPLIES-CSD | 125.00 |
| 196501 | 12/03/2018 | Printed | | 4185 | AMERICAN STRUCTURAL PEST | PEST CONTROL SV-SO. CITY HALL | 240.00 |
| 196502 | 12/03/2018 | Printed | | 2207 | ASAP SIGN & BANNER | BANNERS | 388.50 |
| 196503 | 12/03/2018 | Printed | | 1056 | AT&T GLOBAL SERVICES, INC. | MAINTENANCE CONTRACT SVC | 865.67 |
| 196504 | 12/03/2018 | Printed | | 7134 | CHINYE AZINGE | REFUND FEE-RENTAL DEPOSIT | 459.47 |
| 196505 | 12/03/2018 | Printed | | 0142 | BOULEVARD FLORIST | ROLL OF RIBBON | 162.39 |
| 196506 | 12/03/2018 | Printed | | 7135 | ARIA BRADLEY | REFUND FEE-RENTAL DEPOSIT | 250.00 |
| 196507 | 12/03/2018 | Printed | | 0163 | CAPITAL OF SOUTH BAY INC. | ELECTRICAL / LIGHTING SUPPLIES | 43.32 |
| 196508 | 12/03/2018 | Printed | | 6459 | CASC ENGINEERING & CONSULTING | NPDES PERMIT COMPLIANCE SVC | 1,740.00 |
| 196509 | 12/03/2018 | Printed | | 6459 | CASC ENGINEERING & CONSULTING | NPDES PERMIT COMPLIANCE SVC | 1,595.00 |
| 196510 | 12/03/2018 | Printed | | 7065 | CIVIL SOURCE, INC | ENGINEERING DESIGN SERVICES | 18,855.00 |
| 196511 | 12/03/2018 | Printed | | 7136 | DONA CONWAY | REFUND FEE-RENTAL DEPOSIT | 250.00 |
| 196512 | 12/03/2018 | Printed | | 0219 | COUNTY OF LA DEPT OF PUBLIC WK | TRAFFIC SIGNAL ACCIDENT REPAIR | 525.72 |
| 196513 | 12/03/2018 | Printed | | 6901 | CRAIN & ASSOCIATES | TRANSPORTATION IMPACT STUDY | 195.00 |
| 196514 | 12/03/2018 | Printed | | 4882 | DAILY BREEZE-PRESS TELEGRAM | DB #10-99-NIB PUB-10/25/18 | 573.50 |
| 196515 | 12/03/2018 | Printed | | 0218 | DEPARTMENT OF JUSTICE | FINGERPRINTING APPLICANTS | 32.00 |
| 196516 | 12/03/2018 | Printed | | 0220 | DEPARTMENT OF TRANSPORTATION | TRAFFIC SIGNAL MAINTENANCE SVC | 955.94 |
| 196517 | 12/03/2018 | Printed | | 7137 | JOANNA DIEGO | REFUND FEE-RENTAL DEPOSIT | 250.00 |
| 196518 | 12/03/2018 | Printed | | 5876 | DUTHIE POWER SERVICES | SEMI-ANNUAL SVC @ CITY HALL | 309.00 |
| 196519 | 12/03/2018 | Printed | | 6886 | EMPIRE CLEANING SUPPLIES | MAINTENANCE SUPPLIES | 906.36 |
| 196520 | 12/03/2018 | Printed | | 7064 | FARHADI AND ASSOCIATES INC | TEMP. STAFFING SVC-ASST ENGR | 15,120.00 |
| 196521 | 12/03/2018 | Printed | | 6981 | DUANE GREEN | REFUND FEE-RENTAL DEPOSIT | 1,250.00 |
| 196522 | 12/03/2018 | Printed | | 6231 | GREENLAND SUPPLY INC. | MAINTENANCE SUPPLIES | 149.59 |
| 196523 | 12/03/2018 | Printed | | 3377 | H F & H CONSULTANTS, LLC | SOLID WASTE PROCUREMENT | 16,290.25 |
| 196524 | 12/03/2018 | Printed | | 3377 | H F & H CONSULTANTS, LLC | SOLID WASTE SERVICES | 7,039.19 |
| 196525 | 12/03/2018 | Printed | | 0283A | HDL COREN & CONE | PROPERTY TAX SVC-3RD QTR 2018 | 745.01 |
| 196526 | 12/03/2018 | Printed | | 6895 | INFRASTRUCTURE ENGINEERS | TEMP. STAFFING SVC-ASSIT. ENGR | 18,050.00 |
| 196527 | 12/03/2018 | Printed | | 0211 | L.A. NEWSPAPER GROUP | DB 10-96-LEGAL ADV-10/26/2018 | 349.90 |
| 196528 | 12/03/2018 | Printed | | 7138 | KATHERINE LIMON | REFUND FEE-RENTAL DEPOSIT | 250.00 |
| 196529 | 12/03/2018 | Printed | | 7139 | MARIE LUNAR | REFUND FEE-RENTAL DEPOSIT | 500.00 |
| 196530 | 12/03/2018 | Printed | | 6144 | IMV TRANSPORTATION INC | LAWNDALE BEAT TRANSIT SV-OCT18 | 36,806.81 |
| 196531 | 12/03/2018 | Printed | | 6809 | NATIONAL TRENCH SAFETY | PERMA PATCH COLD MIX-POTHOLES | 903.37 |
| 196532 | 12/03/2018 | Printed | | 3998A | OVERLAND, PACIFIC & CUTLER LLC | PROPERTY MANAGEMENT | 3,204.50 |
| 196533 | 12/03/2018 | Printed | | 6662 | P2S ENGINEERING INC | ENGINEERING SV-HVAC-CITY HALL | 2,610.00 |

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BANK: WELLS FARGO BANK N.A

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| Check Number | Check Date | Status | Void/Stop Date | Vendor Number | Vendor Name | Check Description | Amount |
|------------------------------------|------------|---------|----------------|---------------|--------------------------------|--------------------------------|----------|
| WELLS FARGO BANK N.A CHECKS | | | | | | | |
| 196534 | 12/03/2018 | Printed | | 7140 | PETERSEN DEAN ROOFING & SOLAR | REFUND FEE-CANCELLED PERMITS | 782.16 |
| 196535 | 12/03/2018 | Printed | | 7047 | PRECISION AUTO CARE, INC | CSD VEHICLE REPAIR SERVICES | 36.75 |
| 196536 | 12/03/2018 | Printed | | 6123 | PRUDENTIAL OVERALL SUPPLY | UNIFORM CLEANING SERVICE | 175.19 |
| 196537 | 12/03/2018 | Printed | | 6193 | RAMCO REFRIGERATION & AIR INC | REPLACE INTELETRAL CONTROLLER | 2,319.11 |
| 196538 | 12/03/2018 | Printed | | 5895 | RICOH USA INC | COPIER LEASE/MAINTENANCE SVC | 1,048.19 |
| 196539 | 12/03/2018 | Printed | | 5895 | RICOH USA INC | COPIER LEASE/MAINTENANCE SVC | 230.22 |
| 196540 | 12/03/2018 | Printed | | 6773 | TANIKA ROUNDTREE | INSTRUCTOR FEE-COOKING CLASS | 262.50 |
| 196541 | 12/03/2018 | Printed | | 4533 | SOUTH BAY LANDSCAPING INC | ELEC. REPAIR-IRRIGATION SYSTEM | 8,360.00 |
| 196542 | 12/03/2018 | Printed | | 7122 | SOUTH BAY WORKFORCE INVESTMENT | YOUTH LABOR SERVICES | 16.79 |
| 196543 | 12/03/2018 | Printed | | 0440 | SOUTHERN CALIFORNIA GAS CO. | CNG FUEL STATION | 71.05 |
| 196544 | 12/03/2018 | Printed | | 2883 | UNDERGROUND SERVICE ALERT SC | (37) DIG ALERT TICKETS | 562.96 |
| 196545 | 12/03/2018 | Printed | | 0480 | VISTA PAINT | PAINT SUPPLIES - MSD | 199.07 |
| 196546 | 12/03/2018 | Printed | | 1727 | WAXIE SANITARY SUPPLY | CUSTODIAL SUPPLIES | 31.47 |
| 196547 | 12/03/2018 | Printed | | 2922 | WESTWOOD BUILDING MATERIALS | PAINT SUPPLIES-ANGEL TREE | 211.85 |
| 196548 | 12/03/2018 | Printed | | 1843 | ZEP SALES AND SERVICE | MAINTENANCE SUPPLIES | |

Total Checks: 168

437,955.55

Total Payments: 168

437,955.55

Total Payments: 168

437,955.55

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| Ref. No. | Vendor Name | Invoice No. | Posting Date | PO Number | Invoice Date | Invoice Description | Invoice Amount |
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| 68712 | ADOBE SYSTEMS INCORPORATED | | 10/01/2018 | 00017060 | 09/17/2018 | ANNUAL SUBSCRIPTION-2018/20 | |
| | | 944580785-ADOBE CREATIVE CLOUD | | | | | 1,919.76 |
| | | | | | | Vendor Total: | 1,919.76 |
| 69034 | DENISE AMEZCUA | | 11/01/2018 | | 10/29/2018 | REFUND FEE-RENTAL DEPOSIT | |
| | | F/69953 | | | | | 500.00 |
| | | | | | | Vendor Total: | 500.00 |
| 69035 | ANIMAL MEDICAL CENTER | | 11/01/2018 | | 05/16/2018 | VETERINARIAN SERVICES-MAY 2 | |
| | | 80958 | | | | | 979.80 |
| 69036 | ANIMAL MEDICAL CENTER | | 11/01/2018 | | 06/01/2018 | VETERINARIAN SERVICES-JUN 2 | |
| | | 81231 | | | | | 960.00 |
| | | | | | | Vendor Total: | 1,939.80 |
| 69037 | JARED CHAVEZ | | 11/01/2018 | | 10/29/2018 | REIMBURSE EXPENSES-MILEAGE | |
| | | 10292018 | | | | | 106.82 |
| | | | | | | Vendor Total: | 106.82 |
| 69038 | CITY OF GARDENA | | 11/01/2018 | 00016981 | 10/03/2018 | CASE MANAGEMENT SVC-AUG 2 | |
| | | 0818 | | | | | 400.00 |
| 69039 | CITY OF GARDENA | | 11/01/2018 | 00016981 | 10/03/2018 | CASE MANAGEMENT SVC-SEP 2 | |
| | | 0918 | | | | | 320.00 |
| | | | | | | Vendor Total: | 720.00 |
| 69040 | FRONTIER COMMUNICATIONS | | 11/01/2018 | | 10/19/2018 | FAX PHONE CHARGES | |
| | | 10/19/2018 | | | | | 79.58 |
| | | | | | | Vendor Total: | 79.58 |
| 69041 | JA'VONDA JONES | | 11/01/2018 | 00016993 | 10/29/2018 | INSTRUCTOR FEE-DANCE/GYM | |
| | | 10-2018 | | | | | 2,070.12 |
| | | | | | | Vendor Total: | 2,070.12 |
| 69042 | LEGACY TRAVEL & TOURS | | 11/01/2018 | 00017035 | 10/26/2018 | BALANCE DUE-SR TRAVEL CLUB | |
| | | B0475 | | | | | 572.00 |
| 69043 | LEGACY TRAVEL & TOURS | | 11/01/2018 | | 10/26/2018 | BALANCE DUE-SR TRAVEL CLUB | |
| | | B0475A | | | | | 2,416.00 |
| 69044 | LEGACY TRAVEL & TOURS | | 11/01/2018 | 00017035 | 10/29/2018 | BALANCE DUE-SR TRAVEL CLUB | |
| | | B0476 | | | | | 1,344.00 |
| 69045 | LEGACY TRAVEL & TOURS | | 11/01/2018 | | 10/29/2018 | BALANCE DUE-SR TRAVEL CLUB | |
| | | B0476A | | | | | 2,744.00 |
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| 69048 | LAYNE NATALE | | 11/01/2018 | 00017007 | 10/31/2018 | INSTRUCTOR FEE-SR FITNESS | |
| | | 10-2018 | | | | | 910.00 |
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| 69053 | OFFICE DEPOT | | 11/01/2018 | | 10/15/2018 | OFFICE SUPPLIES - CMD | |
| | | 216122233001 | | | | | 317.57 |
| 69054 | OFFICE DEPOT | | 11/01/2018 | | 10/15/2018 | OFFICE SUPPLIES - CDD | |
| | | 215815714002 | | | | | 25.28 |
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| 69046 | SEAN M. MOORE | | 11/01/2018 | | 10/29/2018 | REIMBURSE EXPENSES-CONFEE | |
| | | 55798 | | | | | 689.25 |
| 69047 | SEAN M. MOORE | | 11/01/2018 | | 10/29/2018 | REIMBURSE EXPENSES-CONFEE | |
| | | 55799 | | | | | 689.25 |
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| 69050 | U.S. BANK | | 11/01/2018 | | 10/22/2018 | CREDIT ACCOUNT PAYMENT | |
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| Ref. No. | Vendor Name | Invoice No. | Posting Date | PONumber | Invoice Date | Invoice Description | Invoice Amount |
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| | | | | | | Vendor Total: | 2,192.14 |
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| 69051 | U.S. BANK | | 11/01/2018 | | 10/22/2018 | CREDIT ACCOUNT PAYMENT | |
| | | 4246-0445-5572-5039-10/22/18 | | | | | 110.00 |
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Less Credit Memos: 0.00

Net Total: 20,547.26

Less Hand Check Total: 0.00

Outstanding Invoice Total: 20,547.26

Total Invoices: 22

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|----------|-------------------------|--------------|--------------|----------|--------------|------------------------------|----------------|
| 69055 | AT & T | 10/25/2018 | 11/08/2018 | | 10/25/2018 | LONG DISTANCE SVC - OCT 2018 | 14.11 |
| | | | | | | Vendor Total: | 14.11 |
| 69056 | A-THRONE CO., INC | 546526 | 11/08/2018 | 00017084 | 10/10/2018 | PORTABLE RESTROOMS-ADDAM | 331.83 |
| | | | | | | Vendor Total: | 331.83 |
| 69057 | BERICOM IT & DESIGN | 614 | 11/08/2018 | 00017015 | 11/07/2018 | NTWK/COMPUTER SUPPORT-OC | 13,334.96 |
| | | | | | | Vendor Total: | 13,334.96 |
| 69058 | CHRISTINA BROOME | OCT 2018B | 11/08/2018 | 00016979 | 11/06/2018 | INSTRUCTOR FEE-SR YOGA | 325.00 |
| | | | | | | Vendor Total: | 325.00 |
| 69059 | FRONTIER COMMUNICATIONS | 10/28/2018 | 11/08/2018 | | 10/28/2018 | PHONE CHARGES-310-371-6930 | 168.69 |
| | | | | | | Vendor Total: | 168.69 |
| 69060 | SHEILA JEANS | F/67678A | 11/08/2018 | | 11/06/2018 | REFUND FEE-EVENT SECURITY | 119.16 |
| | | | | | | Vendor Total: | 119.16 |
| 69068 | OFFICE DEPOT | 190771506001 | 11/08/2018 | | 08/27/2018 | OFFICE SUPPLIES - CDD | 27.79 |
| 69069 | OFFICE DEPOT | 190784083001 | 11/08/2018 | | 08/27/2018 | OFFICE SUPPLIES - CDD | 26.19 |
| 69070 | OFFICE DEPOT | 198774687001 | 11/08/2018 | | 09/06/2018 | OFFICE SUPPLIES - CCD | 219.19 |
| 69071 | OFFICE DEPOT | 198776212001 | 11/08/2018 | | 09/06/2018 | OFFICE SUPPLIES - CCD | 54.74 |
| 69072 | OFFICE DEPOT | 199520328001 | 11/08/2018 | | 09/07/2018 | OFFICE SUPPLIES - CSD | 316.21 |
| 69073 | OFFICE DEPOT | 199520328002 | 11/08/2018 | | 09/10/2018 | OFFICE SUPPLIES - CSD | 61.28 |
| 69074 | OFFICE DEPOT | 199637357001 | 11/08/2018 | | 09/10/2018 | OFFICE SUPPLIES - CCD | 55.52 |
| 69075 | OFFICE DEPOT | 203936675001 | 11/08/2018 | | 09/17/2018 | OFFICE SUPPLIES - CSD | 42.05 |
| 69076 | OFFICE DEPOT | 206024579001 | 11/08/2018 | | 09/18/2018 | OFFICE SUPPLIES - FIN | 125.37 |
| 69077 | OFFICE DEPOT | 206459657001 | 11/08/2018 | | 09/20/2018 | OFFICE SUPPLIES - CSD | 59.08 |
| 69078 | OFFICE DEPOT | 207422387001 | 11/08/2018 | | 09/24/2018 | OFFICE SUPPLIES - FIN | 220.13 |
| 69079 | OFFICE DEPOT | 207683924001 | 11/08/2018 | | 09/21/2018 | OFFICE SUPPLIES - CSD | 122.55 |
| 69080 | OFFICE DEPOT | 209271525001 | 11/08/2018 | | 09/26/2018 | OFFICE SUPPLIES - PWD | 12.46 |
| 69081 | OFFICE DEPOT | 210624059001 | 11/08/2018 | | 09/26/2018 | OFFICE SUPPLIES - ASD | 39.84 |
| 69082 | OFFICE DEPOT | 219127864001 | 11/08/2018 | | 10/17/2018 | OFFICE SUPPLIES - FIN | 140.80 |
| 69083 | OFFICE DEPOT | 219809560001 | 11/08/2018 | | 10/18/2018 | OFFICE SUPPLIES - CSD | 123.74 |
| 69084 | OFFICE DEPOT | 212681723001 | 11/08/2018 | | 10/03/2018 | OFFICE SUPPLIES - MSD | 102.12 |
| 69085 | OFFICE DEPOT | 212770617001 | 11/08/2018 | | 10/03/2018 | OFFICE SUPPLIES - MSD | 235.67 |
| 69086 | OFFICE DEPOT | 215530362001 | 11/08/2018 | | 10/09/2018 | OFFICE SUPPLIES - CCD | 13.78 |
| | | | | | | Vendor Total: | 1,998.51 |

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| 69065 | TYLER PERRON | F/70430 | 11/08/2018 | | 11/06/2018 | REFUND FEE-BUS. LIC. REVIEW | 139.04 |
| | | | | | | Vendor Total: | 139.04 |
| 69061 | SOUTHERN CALIFORNIA EDISON CO. | NOV 2018 | 11/08/2018 | | 11/06/2018 | UTILITIES - ELECTRIC | 9,228.78 |
| | | | | | | Vendor Total: | 9,228.78 |
| 69062 | THE LEW EDWARDS GROUP | 008-OCT 2018 | 11/08/2018 | | 11/01/2018 | PROFESSIONAL SVCS-OCT 2018 | 5,000.00 |
| | | | | | | Vendor Total: | 5,000.00 |
| 69064 | U.S. BANK VOYAGER FLEET SYS | 86932-2446-10/24/18-CSD | 11/08/2018 | 00017033 | 10/24/2018 | VEHICLE FUEL - CSD | 286.86 |
| 69066 | U.S. BANK VOYAGER FLEET SYS | 86932-2446-10/24/18-PWD | 11/08/2018 | 00016968 | 10/24/2018 | VEHICLE FUEL - PWD | 1,011.50 |
| | | | | | | Vendor Total: | 1,298.36 |
| 69063 | U.S. BANK | 4246-0445-5575-5267-10/22/18 | 11/08/2018 | 00017026 | 10/22/2018 | CREDIT ACCOUNT PAYMENT | 1,776.70 |
| 69067 | U.S. BANK | 4246-0445-5572-5047-10/22/18 | 11/08/2018 | 00017025 | 10/22/2018 | CREDIT ACCOUNT PAYMENT | 1,115.27 |
| 69087 | U.S. BANK | 4246-0445-5572-5047-10/22/18-C | 11/08/2018 | 00017027 | 10/22/2018 | CREDIT ACCOUNT PAYMENT | 3,729.80 |
| | | | | | | Vendor Total: | 6,621.77 |
| Grand Total: | | | | | | | 38,580.21 |
| Less Credit Memos: | | | | | | | 0.00 |
| Net Total: | | | | | | | 38,580.21 |
| Less Hand Check Total: | | | | | | | 0.00 |
| Outstanding Invoice Total: | | | | | | | 38,580.21 |
| <p>Total Invoices: 33</p> | | | | | | | |

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|----------|--------------------------------|----------------|--------------|----------|--------------|-----------------------------|----------------|
| 69088 | ALESHIRE & WYNDER, LLP | 48521 | 11/19/2018 | | 10/17/2018 | LEGAL SV-PERSONNEL/LABOR-S | 1,947.20 |
| | | | | | | Vendor Total: | 1,947.20 |
| 69102 | ALL CITY MANAGEMENT SERVICES | 56900 | 11/19/2018 | 00017068 | 10/12/2018 | SCHOOL CROSSING GUARD SER | 6,440.00 |
| | | | | | | Vendor Total: | 6,440.00 |
| 69129 | SIVANAGA L. AMBATI | F70050 | 11/19/2018 | | 11/07/2018 | REFUND FEE-EVENT SECURITY I | 119.16 |
| | | | | | | Vendor Total: | 119.16 |
| 69103 | SVETLANA AVERBUKH | LN0011 | 11/19/2018 | 00017001 | 11/07/2018 | INSTRUCTOR FEE-SR ZUMBA | 390.00 |
| | | | | | | Vendor Total: | 390.00 |
| 69130 | BOULEVARD FLORIST | 01393776 | 11/19/2018 | | 11/11/2018 | VETERAN'S DAY WREATH | 161.24 |
| | | | | | | Vendor Total: | 161.24 |
| 69104 | CITY CLERK MANAGEMENT SVCS INC | 18-09 | 11/19/2018 | 00016733 | 11/05/2018 | PROFESSIONAL SV-MTG MINUTE | 575.00 |
| 69105 | CITY CLERK MANAGEMENT SVCS INC | 18-09A | 11/19/2018 | 0016733A | 11/05/2018 | PROFESSIONAL SV-MTG MINUTE | 343.75 |
| | | | | | | Vendor Total: | 918.75 |
| 69111 | COUNTY OF LA DEPT OF PUBLIC WK | PW-18100901755 | 11/19/2018 | 00016972 | 10/09/2018 | TRAFFIC/MAINTENANCE SVCS-SI | 4,291.79 |
| 69131 | COUNTY OF LA DEPT OF PUBLIC WK | IN190000224 | 11/19/2018 | 00016938 | 10/23/2018 | BUILDING INSPECTION SVC-AUG | 31,583.86 |
| | | | | | | Vendor Total: | 35,875.65 |
| 69089 | SIRLEY CUEVAS | 10/24/2018 | 11/19/2018 | 00016940 | 10/24/2018 | PLANNING COMMISSION STIPEN | 50.00 |
| | | | | | | Vendor Total: | 50.00 |
| 69132 | STARKEYA DANIELS | F/69832 | 11/19/2018 | | 11/06/2018 | REFUND FEE-RENTAL DEPOSIT | 750.00 |
| | | | | | | Vendor Total: | 750.00 |
| 69090 | DUNCAN, JOSHUA | 7-2018 | 11/19/2018 | 00016991 | 10/22/2018 | INSTRUCTOR FEE-MARTIAL ARTS | 1,492.40 |
| | | | | | | Vendor Total: | 1,492.40 |
| 69106 | KARINA ESTRADA | 09/24/18 | 11/19/2018 | 00016987 | 09/24/2018 | STIPEND - PRSSC COMMISSIONE | 50.00 |
| 69107 | KARINA ESTRADA | 10/22/18 | 11/19/2018 | 00016987 | 10/22/2018 | STIPEND - PRSSC COMMISSIONE | 50.00 |
| | | | | | | Vendor Total: | 100.00 |
| 69091 | FARMER BROTHERS CO. | 68451338 | 11/19/2018 | | 10/23/2018 | COFFEE SERVICE-10/23/2018 | 155.88 |
| | | | | | | Vendor Total: | 155.88 |
| 69092 | AMALEA FISHER | OCT 2018 | 11/19/2018 | 00017008 | 10/25/2018 | INSTRUCTOR FEE-SR FITNESS | 390.00 |
| | | | | | | Vendor Total: | 390.00 |
| 69133 | FUN EXPRESS | 692034975-01 | 11/19/2018 | 00017079 | 09/20/2018 | SUPPLIES-HALLOWEEN HAUNT E | 545.21 |

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| | | | | | | Vendor Total: | 545.21 |
| 69108 | ERICA HARBISON | | 11/19/2018 | 00017000 | 09/24/2018 | STIPEND - PRSSC COMMISSIONE | 50.00 |
| | | 09/24/18 | | | | | |
| 69109 | ERICA HARBISON | | 11/19/2018 | 00017000 | 10/22/2018 | STIPEND - PRSSC COMMISSIONE | 50.00 |
| | | 10/22/18 | | | | | |
| | | | | | | Vendor Total: | 100.00 |
| 69134 | AMBER HARDWELL | | 11/19/2018 | | 11/07/2018 | REFUND FEE-RENTAL DEPOSIT | 250.00 |
| | | F70244 | | | | | |
| | | | | | | Vendor Total: | 250.00 |
| 69093 | LA OPINION | | 11/19/2018 | 00017080 | 10/21/2018 | NOTICE OF NOMINEES | 327.19 |
| | | 17323 | | | | | |
| | | | | | | Vendor Total: | 327.19 |
| 69110 | LAWNDALE ELEM SCH DIST | | 11/19/2018 | 00016936 | 10/16/2018 | BOLLINGER GYMNASIUM USE FE | 5,375.00 |
| | | 3976 | | | | | |
| | | | | | | Vendor Total: | 5,375.00 |
| 69135 | LOS ANGELES COUNTY | | 11/19/2018 | | 10/25/2018 | EVENT SECURITY SERVICE | 180.84 |
| | | 191206CY | | | | | |
| | | | | | | Vendor Total: | 180.84 |
| 69094 | JOHN MARTINEZ | | 11/19/2018 | 00016941 | 10/24/2018 | PLANNING COMMISSION STIPEN | 50.00 |
| | | 10/24/2018 | | | | | |
| | | | | | | Vendor Total: | 50.00 |
| 69112 | MICHAEL BAKER INTL, INC | | 11/19/2018 | 00017038 | 10/28/2018 | CDBG ADMINISTRATIVE CONSUL | 935.00 |
| | | 1030680A | | | | | |
| 69113 | MICHAEL BAKER INTL, INC | | 11/19/2018 | 00017040 | 10/28/2018 | CDBG SENIOR CONSULTING SEF | 1,070.00 |
| | | 1030680B | | | | | |
| | | | | | | Vendor Total: | 2,005.00 |
| 69095 | MINUTEMAN PRESS OF GARDENA | | 11/19/2018 | | 10/29/2018 | 3RD MEASURE L MAILER | 1,566.01 |
| | | 16754 | | | | | |
| 69096 | MINUTEMAN PRESS OF GARDENA | | 11/19/2018 | | 10/29/2018 | 3RD MEASURE L POSTAGE | 1,400.00 |
| | | 16753 | | | | | |
| | | | | | | Vendor Total: | 2,966.01 |
| 69097 | UFFE MOLLER | | 11/19/2018 | 00016942 | 10/24/2018 | PLANNING COMMISSIN STIPEND | 50.00 |
| | | 10/24/18 | | | | | |
| | | | | | | Vendor Total: | 50.00 |
| 69098 | MV TRANSPORTATION INC | | 11/19/2018 | 0016977A | 10/01/2018 | LAWNDALE TRANSIST SVC-SEP | 33,788.70 |
| | | 95687 | | | | | |
| | | | | | | Vendor Total: | 33,788.70 |
| 69136 | OFFICE DEPOT | | 11/19/2018 | | 10/15/2018 | OFFICE SUPPLIES - CCD | 2.99 |
| | | 215530362002 | | | | | |
| 69137 | OFFICE DEPOT | | 11/19/2018 | | 10/11/2018 | OFFICE SUPPLIES - CCD | 16.37 |
| | | 215531286001 | | | | | |
| 69138 | OFFICE DEPOT | | 11/19/2018 | | 10/10/2018 | OFFICE SUPPLIES - CCD | 22.83 |
| | | 215531277001 | | | | | |
| 69139 | OFFICE DEPOT | | 11/19/2018 | | 10/10/2018 | OFFICE SUPPLIES - CDD | 76.40 |
| | | 215815714001 | | | | | |
| 69140 | OFFICE DEPOT | | 11/19/2018 | | 10/04/2018 | OFFICE SUPPLIES - PWD | 17.50 |
| | | 213486312001 | | | | | |
| 69141 | OFFICE DEPOT | | 11/19/2018 | | 10/04/2018 | OFFICE SUPPLIES - PWD | 62.61 |
| | | 213517379001 | | | | | |
| 69142 | OFFICE DEPOT | | 11/19/2018 | | 10/03/2018 | OFFICE SUPPLIES - FIN | 105.99 |
| | | 211846802001 | | | | | |

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| 69143 | OFFICE DEPOT | | 11/19/2018 | | 10/03/2018 | OFFICE SUPPLIES - PWD | |
| | | 212249881001 | | | | | 19.37 |
| 69144 | OFFICE DEPOT | | 11/19/2018 | | 10/01/2018 | OFFICE SUPPLIES - ASD | |
| | | 210624782001 | | | | | 39.06 |
| 69145 | OFFICE DEPOT | | 11/19/2018 | | 10/02/2018 | OFFICE SUPPLIES - FIN | |
| | | 213048623001 | | | | | 51.78 |
| | | | | | | Vendor Total: | 414.90 |
| 69099 | OVERLAND, PACIFIC & CUTLER LLC | | 11/19/2018 | | 10/17/2018 | RELOCATION ASSISTANCE | |
| | | 1809191 | | | | | 1,410.00 |
| 69100 | OVERLAND, PACIFIC & CUTLER LLC | | 11/19/2018 | | 10/17/2018 | PROPERTY MANAGEMENT | |
| | | 1809198 | | | | | 2,254.25 |
| 69101 | OVERLAND, PACIFIC & CUTLER LLC | | 11/19/2018 | | 10/17/2018 | PROPERTY SERVICES FOR SEP : | |
| | | 1809199 | | | | | 810.00 |
| | | | | | | Vendor Total: | 4,474.25 |
| 69114 | PACIFIC TIRE SERVICE | | 11/19/2018 | | 10/29/2018 | TIRE REPAIR - PWD VEH #481 | |
| | | 10413 | | | | | 5.00 |
| 69115 | PACIFIC TIRE SERVICE | | 11/19/2018 | | 10/24/2018 | TIRE REPAIR - PWD VEH #482 | |
| | | 105355 | | | | | 155.00 |
| 69116 | PACIFIC TIRE SERVICE | | 11/19/2018 | | 10/23/2018 | TIRE REPAIR - VEH #466 | |
| | | 104457 | | | | | 10.00 |
| 69117 | PACIFIC TIRE SERVICE | | 11/19/2018 | | 10/18/2018 | REPLACE TIRE-VEH #466 | |
| | | 108206 | | | | | 135.00 |
| | | | | | | Vendor Total: | 305.00 |
| 69118 | PRECISION AUTO CARE, INC | | 11/19/2018 | 00016969 | 10/25/2018 | VEHICLE MAINTENANCE-VEH #48 | |
| | | 0083943 | | | | | 62.95 |
| 69146 | PRECISION AUTO CARE, INC | | 11/19/2018 | 00017028 | 10/01/2018 | VEHICLE MAINTENANCE-CSD BU | |
| | | 0083811 | | | | | 26.22 |
| 69147 | PRECISION AUTO CARE, INC | | 11/19/2018 | 00017028 | 10/30/2018 | VEHICLE MAINTENANCE-CSD VA | |
| | | 0083971 | | | | | 26.34 |
| 69148 | PRECISION AUTO CARE, INC | | 11/19/2018 | 00017028 | 10/30/2018 | VEHICLE MAINTENANCE-CSD SA | |
| | | 0083970 | | | | | 25.17 |
| | | | | | | Vendor Total: | 140.68 |
| 69149 | RAMCO REFRIGERATION & AIR INC | | 11/19/2018 | | 11/06/2018 | RELAY BOX/DISPLAY | |
| | | S16481 | | | | | 206.30 |
| | | | | | | Vendor Total: | 206.30 |
| 69150 | SALVADOR ROSALES | | 11/19/2018 | | 10/27/2018 | REFUND FEE-RENTAL DEPOSIT | |
| | | F/67972 | | | | | 1,250.00 |
| | | | | | | Vendor Total: | 1,250.00 |
| 69119 | SHIRLEY RUDOLPH | | 11/19/2018 | 00016985 | 10/22/2018 | STIPEND - PRSSC COMMISSIONE | |
| | | 10/22/18 | | | | | 50.00 |
| | | | | | | Vendor Total: | 50.00 |
| 69151 | KHAYLA SHERROD | | 11/19/2018 | | 11/07/2018 | REFUND FEE-RENTAL DEPOSIT | |
| | | F/70220 | | | | | 250.00 |
| | | | | | | Vendor Total: | 250.00 |
| 69120 | SHOETERIA | | 11/19/2018 | 00016966 | 10/09/2018 | SAFETY BOOTS-PWD | |
| | | 0133142-IN | | | | | 135.00 |
| | | | | | | Vendor Total: | 135.00 |
| 69121 | MADONNA SITKA | | 11/19/2018 | 00016997 | 09/24/2018 | STIPEND - PRSSC COMMISSIONE | |
| | | 09/24/18 | | | | | 50.00 |
| | | | | | | Vendor Total: | 50.00 |
| 69122 | SMARTSHEET INC | | 11/19/2018 | 00017078 | 10/24/2018 | ANNUAL TEAM SVC SUBSCRIPTI | |
| | | INV07215 | | | | | 745.00 |

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| | | | | | | Vendor Total: | 745.00 |
| 69123 | SCOTT SMITH | 10/24/18 | 11/19/2018 | 00016943 | 10/24/2018 | PLANNING COMMISSION STIPEN | 50.00 |
| | | | | | | Vendor Total: | 50.00 |
| 69125 | SOUTH BAY LANDSCAPING INC | 18552 | 11/19/2018 | 00016982 | 10/31/2018 | LANDSCAPING SERVICES-OCT 1: | 18,835.00 |
| | | | | | | Vendor Total: | 18,835.00 |
| 69124 | SPCA LA | 2018-0831 | 11/19/2018 | 00016931 | 09/04/2018 | ANIMAL SHELTERING SERVICES | 5,800.00 |
| | | | | | | Vendor Total: | 5,800.00 |
| 69126 | STREET DECOR, INC. | 27886 | 11/19/2018 | 00017071 | 10/25/2018 | (40) HOLIDAY BANNERS | 3,400.00 |
| 69127 | STREET DECOR, INC. | 27886B | 11/19/2018 | | 10/25/2018 | BALANCE-(40) HOLIDAY BANNER | 25.52 |
| | | | | | | Vendor Total: | 3,425.52 |
| 69128 | TODD PIPE & SUPPLY-HAWTHORNE | S002929825.001 | 11/19/2018 | 0016959A | 10/15/2018 | PLUMBING SUPPLIES | 88.12 |
| | | | | | | Vendor Total: | 88.12 |
| 69152 | VIEN DONG DAILY NEWS | 34691 | 11/19/2018 | | 10/22/2018 | NOTICE OF NOMINEES | 87.50 |
| | | | | | | Vendor Total: | 87.50 |
| 69153 | VISTA PAINT | 2018-502648-00 | 11/19/2018 | 00016953 | 10/20/2018 | GRAFFITI SUPPLIES | 233.03 |
| 69154 | VISTA PAINT | 2018-517118-00 | 11/19/2018 | 00016953 | 10/27/2018 | GRAFFITI SUPPLIES | 64.74 |
| | | | | | | Vendor Total: | 297.77 |
| 69156 | VENUS WALKER | F/69966 | 11/19/2018 | | 11/03/2018 | REFUND FEE-RENTAL DEPOSIT | 250.00 |
| | | | | | | Vendor Total: | 250.00 |
| 69155 | WAXIE SANITARY SUPPLY | 77795445 | 11/19/2018 | 00016958 | 10/15/2018 | CUSTODIAL SUPPLIES | 165.55 |
| | | | | | | Vendor Total: | 165.55 |
| 69157 | HUI QING WONG | F/69636 | 11/19/2018 | | 10/25/2018 | REFUND FEE-CONST/DEMO DEP: | 1,500.00 |
| | | | | | | Vendor Total: | 1,500.00 |
| 69158 | DANIEL WOODS | 09/24/18 | 11/19/2018 | 00016986 | 09/24/2018 | STIPEND - PRSSC COMMISSIONE | 50.00 |
| 69159 | DANIEL WOODS | 10/22/18 | 11/19/2018 | 00016986 | 10/22/2018 | STIPEND - PRSSC COMMISSIONE | 50.00 |
| | | | | | | Vendor Total: | 100.00 |
| 69160 | SYLVIA YOUNG | F/69623 | 11/19/2018 | | 11/07/2018 | REFUND FEE-RENTAL DEPOSIT | 750.00 |
| | | | | | | Vendor Total: | 750.00 |
| 69161 | ZEP SALES AND SERVICE | 9003728602 | 11/19/2018 | 00016965 | 10/04/2018 | MAINTENANCE SUPPLIES | 1,151.00 |
| 69162 | ZEP SALES AND SERVICE | 9003728602-B | 11/19/2018 | 0016965A | 11/13/2018 | MAINTENANCE SUPPLIES | 364.41 |

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Vendor Total: 1,515.41

Grand Total: 135,314.23

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Net Total: 135,314.23

Less Hand Check Total: 0.00

Outstanding Invoice Total: 135,314.23

Total Invoices: 75

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| 69163 | FRANCHISE TAX BOARD | | 11/15/2018 | | 11/14/2018 | CA CORP #1541271/2017 FORM 1: | | |
| | | 2017-199 CABLE CORP | | | | | 10.00 | |
| 69164 | FRANCHISE TAX BOARD | | 11/15/2018 | | 11/14/2018 | CA CORP #0747927/2017 FORM 1: | | |
| | | 2017-199 LAWNDALIAN | | | | | 10.00 | |
| | | | | | | Vendor Total: | 20.00 | |
| 69165 | GOLDEN STATE WATER CO. | | 11/15/2018 | | 11/13/2018 | UTILITIES - WATER | | |
| | | NOVEMBER 2018 | | | | | 15,811.71 | |
| | | | | | | Vendor Total: | 15,811.71 | |
| 69166 | NEOFUNDS BY NEOPOST | | 11/15/2018 | 0017021A | 10/28/2018 | POSTAGE REFILL - CITY HALL | | |
| | | 7900044080194966-OCT 2018 | | | | | 1,060.88 | |
| | | | | | | Vendor Total: | 1,060.88 | |
| 69167 | SOUTHERN CALIFORNIA EDISON CO. | | 11/15/2018 | | 11/14/2018 | UTILITIES - ELECTRIC | | |
| | | NOV 2018A | | | | | 3,392.81 | |
| | | | | | | Vendor Total: | 3,392.81 | |
| 69168 | SOUTHERN CALIFORNIA GAS CO. | | 11/15/2018 | | 11/13/2018 | UTILITIES - GAS | | |
| | | NOV 2018 | | | | | 1,249.75 | |
| | | | | | | Vendor Total: | 1,249.75 | |
| 69174 | SPARKLETTS | | 11/15/2018 | 00017020 | 11/01/2018 | BOTTLED WATER SERVICES | | |
| | | 4457266110118 | | | | | 742.74 | |
| | | | | | | Vendor Total: | 742.74 | |
| 69172 | U.S. BANK VOYAGER FLEET SYS | | 11/15/2018 | | 10/24/2018 | VEHICLE FUEL - OCT 2018 | | |
| | | 869322446-10/24/18 | | | | | 907.65 | |
| | | | | | | Vendor Total: | 907.65 | |
| 69171 | U.S. BANK | | 11/15/2018 | | 10/22/2018 | CREDIT ACCOUNT PAYMENT | | |
| | | 4246-0445-5575-5259-10/22/18 | | | | | 809.96 | |
| | | | | | | Vendor Total: | 809.96 | |
| 69169 | U.S. BANK | | 11/15/2018 | 00016950 | 10/22/2018 | CREDIT ACCOUNT PAYMENT | | |
| | | 4246-0445-5572-5013-10/22/2018 | | | | | 232.73 | |
| 69170 | U.S. BANK | | 11/15/2018 | | 10/22/2018 | CREDIT ACCOUNT PAYMENT | | |
| | | 4246-0445-5572-5013-10/22/18 | | | | | 437.31 | |
| | | | | | | Vendor Total: | 670.04 | |
| 69173 | VERIZON WIRELESS | | 11/15/2018 | | 11/02/2018 | M2M ACCOUNT SHARE DATA LIN | | |
| | | 9817656648 | | | | | 25.02 | |
| | | | | | | Vendor Total: | 25.02 | |
| | | | | | | | Grand Total: | 24,690.56 |
| | | | | | | | Less Credit Memos: | 0.00 |
| | | | | | | | Net Total: | 24,690.56 |
| | | | | | | | Less Hand Check Total: | 0.00 |
| | | | | | | | Outstanding Invoice Total: | 24,690.56 |
| Total Invoices: 12 | | | | | | | | |

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| Ref. No. | Vendor Name | Invoice No. | Posting Date | PO Number | Invoice Date | Invoice Description | Invoice Amount |
|----------|---------------------------|---------------------------|--------------|-----------|--------------|-------------------------------|----------------|
| 69187 | SIVANAGA L. AMBATI | F70051 | 11/21/2018 | | 11/20/2018 | REFUND FEE-RENTAL DEPOSIT | 200.95 |
| | | | | | | Vendor Total: | 200.95 |
| 69188 | ARCTIC GLACIER U.S.A. INC | 18014 | 11/21/2018 | 00017094 | 08/14/2018 | RAMPS/SNOW SLED/10 TONS SN | 2,737.50 |
| | | | | | | Vendor Total: | 2,737.50 |
| 69175 | AT & T - CALNET3 | 000012180732 | 11/21/2018 | | 11/13/2018 | PHONE CHARGES - NOV 2018 | 1,538.31 |
| 69176 | AT & T - CALNET3 | 000012180712 | 11/21/2018 | | 11/13/2018 | PHONE CHARGES - NOV 2018 | 38.06 |
| | | | | | | Vendor Total: | 1,576.37 |
| 69189 | VARA LAKSHMI BOBBA | F/69700 | 11/21/2018 | | 11/21/2018 | REFUND FEE-RENTAL DEPOSIT | 750.00 |
| | | | | | | Vendor Total: | 750.00 |
| 69177 | CHRISTINA BROOME | NOV 2018A | 11/21/2018 | 00016979 | 11/19/2018 | INSTRUCTOR FEE-SR YOGA | 195.00 |
| | | | | | | Vendor Total: | 195.00 |
| 69178 | TONY DETTORE | 12/12/2018 | 11/21/2018 | | 12/12/2018 | ENTERTAINMENT-SR LUNCHEON | 160.00 |
| | | | | | | Vendor Total: | 160.00 |
| 69179 | DUNBAR ARMORED INC | 4299052 | 11/21/2018 | 00016928 | 11/20/2018 | ARMORED TRUCK SERVICES-NO | 164.79 |
| | | | | | | Vendor Total: | 164.79 |
| 69191 | EDWARD EDWARDS | 75-2018 | 11/21/2018 | 00017074 | 11/20/2018 | DJ SERVICES-ANGEL TREE | 500.00 |
| | | | | | | Vendor Total: | 500.00 |
| 69180 | GOLDEN STATE WATER CO. | NOV 2018 | 11/21/2018 | | 11/19/2018 | UTILITIES - WATER | 2,366.22 |
| | | | | | | Vendor Total: | 2,366.22 |
| 69181 | LAUREN GUEVARA | 01/02/19-01/04/19 | 11/21/2018 | | 11/15/2018 | ADVANCE-TRAVEL DAILY ALLOW | 120.00 |
| | | | | | | Vendor Total: | 120.00 |
| 69186 | MARC SALDANA | OCT 2018 | 11/21/2018 | 00016978 | 11/20/2018 | INSTRUCTOR FEE-SR TAI CHI | 325.00 |
| | | | | | | Vendor Total: | 325.00 |
| 69190 | SUPER BIRTHDAY INC | 20404 | 11/21/2018 | 00017095 | 11/20/2018 | MINI EXPRESS TRAIN | 650.00 |
| | | | | | | Vendor Total: | 650.00 |
| 69182 | TIME WARNER CABLE | 8448300040033083-NOV 2018 | 11/21/2018 | | 11/10/2018 | PW-FIBER OPTICS COMM | 96.13 |
| 69183 | TIME WARNER CABLE | 8448300040004993-NOV 2018 | 11/21/2018 | | 11/10/2018 | CABLE BROADCAST-CITY HALL | 183.63 |
| 69184 | TIME WARNER CABLE | 8448300040234046-DEC 2018 | 11/21/2018 | | 11/14/2018 | BCF FIBER METRO E/FIBER I-NE1 | 2,131.90 |
| | | | | | | Vendor Total: | 2,411.66 |
| 69185 | VERIZON WIRELESS | 9817708402 | 11/21/2018 | | 11/03/2018 | CELL PHONE SERVICE-NOV 2018 | 375.61 |

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|---------------|-------------|-------------|--------------|----------|--------------|---------------------|----------------|
| Vendor Total: | | | | | | | 375.61 |

Grand Total: 12,533.10

Less Credit Memos: 0.00

Net Total: 12,533.10

Less Hand Check Total: 0.00

Outstanding Invoice Total: 12,533.10

Total Invoices: 17

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| Ref. No. | Vendor Name | Invoice No. | Posting Date | PO Number | Invoice Date | Invoice Description | Invoice Amount |
|----------|------------------------------|-------------|--------------|-----------|--------------|------------------------------------|----------------|
| 69192 | ALESHIRE & WYNDER, LLP | 48875 | 12/03/2018 | | 11/07/2018 | LEGAL SVCS-GENERAL-OCT 2018 | 13,998.97 |
| | | | | | | Vendor Total: | 13,998.97 |
| 69193 | ALESHIRE & WYNDER, LLP | 48881 | 12/03/2018 | | 11/07/2018 | LEGAL SVCS-AGENCY-OCT 2018 | 430.50 |
| | | | | | | Vendor Total: | 430.50 |
| 69194 | ALESHIRE & WYNDER, LLP | 48880 | 12/03/2018 | | 11/07/2018 | LEGAL SV-CD ENFORCEMENT-OCT 2018 | 12,831.58 |
| | | | | | | Vendor Total: | 12,831.58 |
| 69195 | ALESHIRE & WYNDER, LLP | 48883 | 12/03/2018 | | 11/07/2018 | LEGAL SV-FRANCHISE/CABLE-OCT 2018 | 533.00 |
| | | | | | | Vendor Total: | 533.00 |
| 69196 | ALESHIRE & WYNDER, LLP | 48884 | 12/03/2018 | | 11/07/2018 | LEGAL SVC-GR. LINE METRO-OCT 2018 | 20.50 |
| | | | | | | Vendor Total: | 20.50 |
| 69197 | ALESHIRE & WYNDER, LLP | 48882 | 12/03/2018 | | 11/07/2018 | LEGAL SVC-HOUSING-OCT 2018 | 123.00 |
| | | | | | | Vendor Total: | 123.00 |
| 69198 | ALESHIRE & WYNDER, LLP | 48876 | 12/03/2018 | | 11/07/2018 | LEGAL SV-LITIGATION-OCT 2018 | 143.50 |
| | | | | | | Vendor Total: | 143.50 |
| 69199 | ALESHIRE & WYNDER, LLP | 48877 | 12/03/2018 | | 11/07/2018 | LEGAL SVC-PERSONNEL/LABOR-OCT 2018 | 2,255.00 |
| | | | | | | Vendor Total: | 2,255.00 |
| 69200 | ALESHIRE & WYNDER, LLP | 48878 | 12/03/2018 | | 11/07/2018 | LEGAL SVC-PLANNING-OCT 2018 | 8,105.00 |
| | | | | | | Vendor Total: | 8,105.00 |
| 69201 | ALESHIRE & WYNDER, LLP | 48879 | 12/03/2018 | | 11/07/2018 | LEGAL SVC-PWD/ENGRNG-OCT 2018 | 61.50 |
| | | | | | | Vendor Total: | 61.50 |
| 69202 | ALESHIRE & WYNDER, LLP | 48885 | 12/03/2018 | | 11/07/2018 | LEGAL SV-SO. BAY MALL-OCT 2018 | 717.50 |
| | | | | | | Vendor Total: | 717.50 |
| 69243 | ALL CITY MANAGEMENT SERVICES | 57172 | 12/03/2018 | 00017068 | 10/25/2018 | SCHOOL CROSSING GUARD SVC | 6,246.80 |
| 69244 | ALL CITY MANAGEMENT SERVICES | 57412 | 12/03/2018 | 00017068 | 11/08/2018 | SCHOOL CROSSING GUARD SVC | 6,440.00 |
| | | | | | | Vendor Total: | 12,686.80 |
| 69203 | AMERICAN STRUCTURAL PEST | 50024 | 12/03/2018 | | 11/07/2018 | PEST CONTROL SERVICE-CITY HAI | 45.00 |
| 69204 | AMERICAN STRUCTURAL PEST | 50090 | 12/03/2018 | | 11/07/2018 | PEST CONTROL SV-SO. CITY HAI | 195.00 |
| | | | | | | Vendor Total: | 240.00 |
| 69245 | AMERICAN STRUCTURAL PEST | 50025 | 12/03/2018 | 00017006 | 11/07/2018 | PEST CONTROL SUPPLIES-CSD | 125.00 |
| | | | | | | Vendor Total: | 125.00 |

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|----------|--------------------------------|----------------------------|--------------|-----------|--------------|-------------------------------|----------------|
| 69205 | AM-TEC SECURITY | 597928 | 12/03/2018 | | 11/01/2018 | REPLACE MOTION DETECTOR | 132.71 |
| | | | | | | Vendor Total: | 132.71 |
| 69246 | ASAP SIGN & BANNER | 17767 | 12/03/2018 | 00017043 | 11/13/2018 | BANNERS | 328.50 |
| 69247 | ASAP SIGN & BANNER | 17736 | 12/03/2018 | 00017043 | 11/30/2018 | BANNERS | 60.00 |
| | | | | | | Vendor Total: | 388.50 |
| 69206 | AT&T GLOBAL SERVICES, INC. | SB102147 | 12/03/2018 | 00017013 | 11/07/2018 | MAINTENANCE CONTRACT SVC | 865.67 |
| | | | | | | Vendor Total: | 865.67 |
| 69248 | A-THRONE CO., INC | 550743 | 12/03/2018 | 00017017 | 11/07/2018 | PORTABLE RESTROOM-MCKENZ | 88.95 |
| | | | | | | Vendor Total: | 88.95 |
| 69249 | CHINYE AZINGE | F/70112 | 12/03/2018 | | 11/20/2018 | REFUND FEE-RENTAL DEPOSIT | 459.47 |
| | | | | | | Vendor Total: | 459.47 |
| 69207 | BOULEVARD FLORIST | 01393775 | 12/03/2018 | | 10/02/2018 | MEMORIAL WREATH-9/11 | 151.11 |
| 69208 | BOULEVARD FLORIST | 01398060 | 12/03/2018 | | 10/02/2018 | ROLL OF RIBBON | 11.28 |
| | | | | | | Vendor Total: | 162.39 |
| 69250 | ARIA BRADLEY | F/70635 | 12/03/2018 | | 11/20/2018 | REFUND FEE-RENTAL DEPOSIT | 250.00 |
| | | | | | | Vendor Total: | 250.00 |
| 69209 | CAPITAL OF SOUTH BAY INC. | 405009 | 12/03/2018 | 00016967 | 11/07/2018 | ELECTRICAL / LIGHTING SUPPLIE | 43.32 |
| | | | | | | Vendor Total: | 43.32 |
| 69210 | CASC ENGINEERING & CONSULTING | 39877 | 12/03/2018 | 00016973 | 09/30/2018 | NPDES PERMIT COMPLIANCE SV | 1,595.00 |
| 69251 | CASC ENGINEERING & CONSULTING | 39966 | 12/03/2018 | 00016973 | 10/31/2018 | NPDES PERMIT COMPLIANCE SV | 1,740.00 |
| | | | | | | Vendor Total: | 3,335.00 |
| 69253 | CIVIL SOURCE, INC | 104617 | 12/03/2018 | 00017041 | 11/14/2018 | ENGINEERING DESIGN SERVICE: | 18,855.00 |
| | | | | | | Vendor Total: | 18,855.00 |
| 69252 | DONA CONWAY | F/70218 | 12/03/2018 | | 11/20/2018 | REFUND FEE-RENTAL DEPOSIT | 250.00 |
| | | | | | | Vendor Total: | 250.00 |
| 69225 | COUNTY OF LA DEPT OF PUBLIC WK | IN90000278 | 12/03/2018 | 00017083 | 10/17/2018 | TRAFFIC SIGNAL ACCIDENT REP | 525.72 |
| | | | | | | Vendor Total: | 525.72 |
| 69211 | CRAIN & ASSOCIATES | N26687 | 12/03/2018 | 00017037 | 10/24/2018 | TRANSPORTATION IMPACT STUI | 195.00 |
| | | | | | | Vendor Total: | 195.00 |
| 69214 | DAILY BREEZE-PRESS TELEGRAM | | 12/03/2018 | | 10/25/2018 | DB 10-97-NIB PUB-10/25/18 | 269.75 |
| | | AD #0011192726-5007751-CDD | | | | | 269.75 |

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|----------|------------------------------|----------------------------|--------------|-----------|--------------|-------------------------------|----------------|
| 69215 | DAILY BREEZE-PRESS TELEGRAM | | 12/03/2018 | | 10/25/2018 | DB #10-99-NIB PUB-10/25/18 | |
| | | AD #0011192741-5007751-CDD | | | | | 303.75 |
| | | | | | | Vendor Total: | 573.50 |
| 69216 | DEPARTMENT OF JUSTICE | | 12/03/2018 | 00017012 | 11/05/2018 | FINGERPRINTING APPLICANTS | |
| | | 338111 | | | | | 32.00 |
| | | | | | | Vendor Total: | 32.00 |
| 69217 | DEPARTMENT OF TRANSPORTATION | | 12/03/2018 | 00017082 | 11/16/2018 | TRAFFIC SIGNAL MAINTENANCE | |
| | | SL190185 | | | | | 955.94 |
| | | | | | | Vendor Total: | 955.94 |
| 69255 | JOANNA DIEGO | | 12/03/2018 | | 11/20/2018 | REFUND FEE-RENTAL DEPOSIT | |
| | | F/70234 | | | | | 250.00 |
| | | | | | | Vendor Total: | 250.00 |
| 69218 | DUTHIE POWER SERVICES | | 12/03/2018 | 00017085 | 10/23/2018 | SEMI-ANNUAL SVC @ CITY HALL | |
| | | A58422-BACK-UP GENERATORS | | | | | 309.00 |
| | | | | | | Vendor Total: | 309.00 |
| 69219 | EMPIRE CLEANING SUPPLIES | | 12/03/2018 | 00016956 | 11/05/2018 | MAINTENANCE CLEANING SUPPLI | |
| | | 1076613 | | | | | 191.38 |
| 69220 | EMPIRE CLEANING SUPPLIES | | 12/03/2018 | 00016956 | 10/25/2018 | MAINTENANCE SUPPLIES | |
| | | 1074496 | | | | | 714.98 |
| | | | | | | Vendor Total: | 906.36 |
| 69256 | FARHADI AND ASSOCIATES INC | | 12/03/2018 | 00017036 | 11/10/2018 | TEMP. STAFFING SVC-ASST ENG | |
| | | 18-1034 | | | | | 12,600.00 |
| 69257 | FARHADI AND ASSOCIATES INC | | 12/03/2018 | 0017036A | 10/15/2018 | TEMP. STAFFING SVC-ASST ENG | |
| | | 18-1034A | | | | | 2,520.00 |
| | | | | | | Vendor Total: | 15,120.00 |
| 69258 | DUANE GREEN | | 12/03/2018 | | 11/20/2018 | REFUND FEE-RENTAL DEPOSIT | |
| | | F/69265 | | | | | 1,250.00 |
| | | | | | | Vendor Total: | 1,250.00 |
| 69221 | GREENLAND SUPPLY INC. | | 12/03/2018 | | 10/25/2018 | MAINTENANCE SUPPLIES | |
| | | 231297 | | | | | 149.59 |
| | | | | | | Vendor Total: | 149.59 |
| 69223 | H F & H CONSULTANTS, LLC | | 12/03/2018 | 0016907A | 11/13/2018 | SOLID WASTE PROCUREMENT | |
| | | 9715905 | | | | | 16,290.25 |
| 69224 | H F & H CONSULTANTS, LLC | | 12/03/2018 | 00016952 | 11/02/2018 | SOLID WASTE SERVICES | |
| | | 9715914 | | | | | 7,039.19 |
| | | | | | | Vendor Total: | 23,329.44 |
| 69222 | HDL COREN & CONE | | 12/03/2018 | | 11/05/2018 | PROPERTY TAX SVC-3RD QTR 20 | |
| | | 0025943-IN | | | | | 745.01 |
| | | | | | | Vendor Total: | 745.01 |
| 69259 | INFRASTRUCTURE ENGINEERS | | 12/03/2018 | 0016908A | 10/31/2018 | TEMP. STAFFING SVC-ASSIT. EN | |
| | | 23590 | | | | | 18,050.00 |
| | | | | | | Vendor Total: | 18,050.00 |
| 69212 | L.A. NEWSPAPER GROUP | | 12/03/2018 | 00016944 | 10/12/2018 | DB 10-54-LEGAL ADV-10/12/2018 | |
| | | AD #0011186569-5007749-CDD | | | | | 174.95 |
| 69213 | L.A. NEWSPAPER GROUP | | 12/03/2018 | 00016944 | 10/26/2018 | DB 10-96-LEGAL ADV-10/26/2018 | |
| | | AD #0011192585-5007749-CDD | | | | | 174.95 |
| | | | | | | Vendor Total: | 349.90 |

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|----------|--------------------------------|-------------|--------------|-----------|--------------|------------------------------|----------------|
| 69260 | KATHERINE LIMON | F/69668 | 12/03/2018 | | 11/20/2018 | REFUND FEE-RENTAL DEPOSIT | 250.00 |
| | | | | | | Vendor Total: | 250.00 |
| 69261 | MARIE LUNAR | F/69968 | 12/03/2018 | | 11/20/2018 | REFUND FEE-RENTAL DEPOSIT | 500.00 |
| | | | | | | Vendor Total: | 500.00 |
| 69262 | MV TRANSPORTATION INC | 96316 | 12/03/2018 | 0016977A | 11/04/2018 | LAWNDALE BEAT TRANSIT SV-OI | 36,806.81 |
| | | | | | | Vendor Total: | 36,806.81 |
| 69226 | NATIONAL TRENCH SAFETY | 0729836 | 12/03/2018 | 00017086 | 10/11/2018 | PERMA PATCH COLD MIX-POTHC | 903.37 |
| | | | | | | Vendor Total: | 903.37 |
| 69263 | OVERLAND, PACIFIC & CUTLER LLC | 1810149 | 12/03/2018 | | 10/31/2018 | RELOCATION/PROPERTY MGMT | 1,866.50 |
| 69264 | OVERLAND, PACIFIC & CUTLER LLC | 1810150 | 12/03/2018 | | 10/31/2018 | PROPERTY MANAGEMENT | 1,338.00 |
| | | | | | | Vendor Total: | 3,204.50 |
| 69227 | P2S ENGINEERING INC | 201824639 | 12/03/2018 | 0016297C | 11/08/2018 | ENGINEERING SV-HVAC-CITY HA | 2,610.00 |
| | | | | | | Vendor Total: | 2,610.00 |
| 69265 | PETERSEN DEAN ROOFING & SOLAR | F70388 | 12/03/2018 | | 11/13/2018 | REFUND FEE-CANCELLED PERM | 782.16 |
| | | | | | | Vendor Total: | 782.16 |
| 69266 | PRECISION AUTO CARE, INC | 84072 | 12/03/2018 | 00017028 | 11/15/2018 | CSD VEHICLE REPAIR SERVICES | 36.75 |
| | | | | | | Vendor Total: | 36.75 |
| 69228 | PRUDENTIAL OVERALL SUPPLY | 41026675 | 12/03/2018 | | 11/14/2018 | PERFORMANCE DUST MOPS | 36.00 |
| 69229 | PRUDENTIAL OVERALL SUPPLY | 42347243 | 12/03/2018 | 00016961 | 11/14/2018 | UNIFORM CLEANING SERVICE | 37.06 |
| 69230 | PRUDENTIAL OVERALL SUPPLY | 42344683 | 12/03/2018 | 00016961 | 11/14/2018 | UNIFORM CLEANING SERVICE | 37.06 |
| 69231 | PRUDENTIAL OVERALL SUPPLY | 42342669 | 12/03/2018 | 00016961 | 11/14/2018 | UNIFORM CLEANING SERVICE | 34.75 |
| 69232 | PRUDENTIAL OVERALL SUPPLY | 42340250 | 12/03/2018 | 00016961 | 11/14/2018 | UNIFORM CLEANING SERVICE | 30.32 |
| | | | | | | Vendor Total: | 175.19 |
| 69267 | RAMCO REFRIGERATION & AIR INC | S16480 | 12/03/2018 | 00017087 | 11/20/2018 | REPLACE INTELLETRAL CONTRC | 2,319.11 |
| | | | | | | Vendor Total: | 2,319.11 |
| 69233 | RICOH USA INC | 5054939367 | 12/03/2018 | 00017023 | 11/01/2018 | COPIER LEASE/MAINTENANCE S | 1,048.19 |
| 69234 | RICOH USA INC | 5054940063 | 12/03/2018 | | 11/01/2018 | COPIER LEAVE/MAINTENANCE S | 230.22 |
| | | | | | | Vendor Total: | 1,278.41 |
| 69254 | TANIKA ROUNTREE | 10-2018 | 12/03/2018 | | 11/20/2018 | INSTRUCTOR FEE-COOKING CLA | 262.50 |
| | | | | | | Vendor Total: | 262.50 |
| 69268 | SOUTH BAY LANDSCAPING INC | 18551 | 12/03/2018 | 00017089 | 10/23/2018 | ELEC. REPAIR-IRRIGATION SYST | 8,360.00 |

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|--------------------|--------------------------------|----------------|--------------|----------|--------------|---------------------------|----------------------------|------------|
| | | | | | | Vendor Total: | 8,360.00 | |
| 69269 | SOUTH BAY WORKFORCE INVESTMENT | 2018DCFS#16 | 12/03/2018 | 00017090 | 09/19/2018 | YOUTH LABOR SERVICES | 7,863.88 | |
| | | | | | | Vendor Total: | 7,863.88 | |
| 69235 | SOUTHERN CALIFORNIA GAS CO. | | 12/03/2018 | | 10/11/2018 | CNG FUEL STATION | 16.79 | |
| | | OCT 2018A | | | | Vendor Total: | 16.79 | |
| 69236 | UNDERGROUND SERVICE ALERT SC | 1020180403 | 12/03/2018 | 00016948 | 11/01/2018 | (37) DIG ALERT TICKETS | 71.05 | |
| | | | | | | Vendor Total: | 71.05 | |
| 69237 | VISTA PAINT | 2018-546138-00 | 12/03/2018 | 00016953 | 11/10/2018 | GRAFFITI SUPPLIES | 108.26 | |
| 69238 | VISTA PAINT | 2018-533903-00 | 12/03/2018 | 00016953 | 11/05/2018 | GRAFFITI SUPPLIES | 159.32 | |
| 69239 | VISTA PAINT | 2018-512570-00 | 12/03/2018 | | 10/25/2018 | PAINT SUPPLIES - MSD | 295.38 | |
| | | | | | | Vendor Total: | 562.96 | |
| 69240 | WAXIE SANITARY SUPPLY | 77828301 | 12/03/2018 | 00016958 | 10/30/2018 | CUSTODIAL SUPPLIES | 199.07 | |
| | | | | | | Vendor Total: | 199.07 | |
| 69241 | WESTWOOD BUILDING MATERIALS | 1811-269806 | 12/03/2018 | | 11/07/2018 | PAINT SUPPLIES-ANGEL TREE | 31.47 | |
| | | | | | | Vendor Total: | 31.47 | |
| 69242 | ZEP SALES AND SERVICE | 9003750139 | 12/03/2018 | 0016965A | 10/12/2018 | MAINTENANCE SUPPLIES | 211.85 | |
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| | | | | | | | Less Hand Check Total: | 0.00 |
| | | | | | | | Outstanding Invoice Total: | 206,290.19 |
| Total Invoices: 78 | | | | | | | | |

INVOICE APPROVAL LIST BY FUND REPORT

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|--------------------------------|--|--|--|--|--|--|---|
| Fund: 100 General Fund | | | | | | | |
| Dept: 000 | | | | | | | |
| 100-000-421.101 | Planning BL Review Fee PERRON/TYLER// | F70430 | REFUND FEE-BUS. LIC. REVIEW | 196402 | 11/08/2018 | 11/08/2018 | 139.04 |
| | | | | | | | 139.04 |
| 100-000-422.100 | Building Permit Fees PETERSEN DEAN ROOFING & SOLAR | F70388 | REFUND FEE-CANCELLED PERMITS | 196534 | 12/03/2018 | 12/03/2018 | 781.16 |
| | | | | | | | 781.16 |
| 100-000-425.101 | Community Center Rental Fees AMBATI/SIVANAGA L.// AMBATI/SIVANAGA L.// AZINGE/CHINYE// JEANS/SHEILA// | F70051 F70051 F70112 F/67678A | REFUND FEE-RENTAL DEPOSIT REFUND FEE-RENTAL DEPOSIT REFUND FEE-RENTAL DEPOSIT REFUND FEE-EVENT SECURITY SVC | 196469 196469 196504 196400 | 11/21/2018 11/21/2018 12/03/2018 11/08/2018 | 11/21/2018 11/21/2018 12/03/2018 11/08/2018 | -154.10 -144.95 -40.53 119.16 -220.42 |
| | | | | | | | 699.78 |
| Dept: 110 City Council | | | | | | | |
| 100-110-510.100 | Office Supplies BOULEVARD FLORIST BOULEVARD FLORIST BOULEVARD FLORIST U.S. BANK// U.S. BANK// U.S. BANK// | 01393776 01393775 01398060 4246-0445-5575-9426-10/22/18 4246-0445-5575-9426-10/22/18 4246-0445-5575-9426-10/22/18 | VETERAN'S DAY WREATH MEMORIAL WREATH-9/11 ROLL OF RIBBON CREDIT ACCOUNT PAYMENT CREDIT ACCOUNT PAYMENT CREDIT ACCOUNT PAYMENT | 196412 196505 196505 196393 196393 196393 | 11/19/2018 12/03/2018 12/03/2018 11/01/2018 11/01/2018 11/01/2018 | 11/19/2018 12/03/2018 12/03/2018 11/01/2018 11/01/2018 11/01/2018 | 161.24 151.11 11.28 11.74 22.48 55.08 412.93 |
| | | | | | | | 699.78 |
| Dept: 120 City Attorney | | | | | | | |
| 100-120-530.300 | Legal Services ALESHIRE & WYNDER, LLP ALESHIRE & WYNDER, LLP | 48521 48875 48880 48883 48884 48876 48877 48878 48879 | LEGAL SV-PERSONNEL/LABOR-SEP18 LEGAL SVCS-GENERAL-OCT 2018 LEGAL SV-CD ENFORCEMENT-OCT18 LEGAL SV-FRANCHISE/CABLE-OCT18 LEGAL SVC-GR. LINE METRO-OCT18 LEGAL SV-LITIGATION-OCT 2018 LEGA SVC-PERSONNEL/LABOR-OCT18 LEGAL SVC-PLANNING-OCT 2018 LEGAL SVC-PWD/ENGRNG-OCT 2018 | 196408 196487 196489 196490 196491 196493 196494 196495 196496 | 11/19/2018 12/03/2018 12/03/2018 12/03/2018 12/03/2018 12/03/2018 12/03/2018 12/03/2018 12/03/2018 12/03/2018 | 11/19/2018 12/03/2018 12/03/2018 12/03/2018 12/03/2018 12/03/2018 12/03/2018 12/03/2018 12/03/2018 12/03/2018 | 1,947.20 13,998.97 12,831.58 533.00 20.50 143.50 2,255.00 8,105.00 61.50 412.93 |
| | | | | | | | 412.93 |

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| | ALESHIRE & WYNDR, LLP | 48885 | LEGAL SV-SO. BAY MALL-OCT 2018 | 196497 | 12/03/2018 | 12/03/2018 | 717.50 |
| Dept: 130 | City Clerk | | | | | | 40,613.75 |
| 100-130-510.100 | Office Supplies | | | | | | |
| | OFFICE DEPOT | 198774687001 | OFFICE SUPPLIES - CCD | 196401 | 11/08/2018 | 11/08/2018 | 219.19 |
| | OFFICE DEPOT | 198776212001 | OFFICE SUPPLIES - CCD | 196401 | 11/08/2018 | 11/08/2018 | 54.74 |
| | OFFICE DEPOT | 215530362001 | OFFICE SUPPLIES - CCD | 196401 | 11/08/2018 | 11/08/2018 | 13.78 |
| | OFFICE DEPOT | 215530362002 | OFFICE SUPPLIES - CCD | 196434 | 11/19/2018 | 11/19/2018 | 2.99 |
| | OFFICE DEPOT | 215531286001 | OFFICE SUPPLIES - CCD | 196434 | 11/19/2018 | 11/19/2018 | 16.37 |
| | OFFICE DEPOT | 215531277001 | OFFICE SUPPLIES - CCD | 196434 | 11/19/2018 | 11/19/2018 | 22.83 |
| | | | | | | | 329.90 |
| 100-130-510.600 | Staff Training & Development | | | | | | |
| | U.S. BANK/// | 4246-0445-5575-9426-10/22/18 | CREDIT ACCOUNT PAYMENT | 196393 | 11/01/2018 | 11/01/2018 | 475.00 |
| | | | | | | | 475.00 |
| 100-130-510.620 | Travel/Meetings | | | | | | |
| | U.S. BANK/// | 4246-0445-5575-9426-10/22/18 | CREDIT ACCOUNT PAYMENT | 196393 | 11/01/2018 | 11/01/2018 | 144.40 |
| | U.S. BANK/// | 4246-0445-5575-9426-10/22/18 | CREDIT ACCOUNT PAYMENT | 196393 | 11/01/2018 | 11/01/2018 | 384.75 |
| | | | | | | | 529.15 |
| 100-130-530.100 | Contract Services | | | | | | |
| | CITY CLERK MANAGEMENT SVCS INC | 18-09 | PROFESSIONAL SV-MTG MINUTES | 196413 | 11/19/2018 | 11/19/2018 | 575.00 |
| | CITY CLERK MANAGEMENT SVCS INC | 18-09A | PROFESSIONAL SV-MTG MINUTES | 196413 | 11/19/2018 | 11/19/2018 | 343.75 |
| | | | | | | | 918.75 |
| 100-130-530.400 | Election Expenses | | | | | | |
| | LA OPINION | 17323 | NOTICE OF NOMINEES | 196425 | 11/19/2018 | 11/19/2018 | 327.19 |
| | OFFICE DEPOT | 199637357001 | OFFICE SUPPLIES - CCD | 196401 | 11/08/2018 | 11/08/2018 | 55.52 |
| | VIEN DONG DAILY NEWS/// | 34691 | NOTICE OF NOMINEES | 196450 | 11/19/2018 | 11/19/2018 | 87.50 |
| | | | | | | | 470.21 |
| | | | | | | | 2,723.01 |
| Dept: 140 | City Manager | | | | | | |
| 100-140-510.100 | Office Supplies | | | | | | |
| | OFFICE DEPOT | 216178059001 | OFFICE SUPPLIES - CMD | 196390 | 11/01/2018 | 11/01/2018 | 108.24 |
| | OFFICE DEPOT | 216122233001 | OFFICE SUPPLIES - CMD | 196390 | 11/01/2018 | 11/01/2018 | 317.57 |
| | | | | | | | 425.81 |

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| Dept: 150 Administrative Svcs | | | | | | | |
| 100-150-510.100 | Office Supplies | 210624059001 | OFFICE SUPPLIES - ASD | 196401 | 11/08/2018 | 11/08/2018 | 39.84 |
| | OFFICE DEPOT | 210624782001 | OFFICE SUPPLIES - ASD | 196434 | 11/19/2018 | 11/19/2018 | 39.06 |
| | | | | | | | 78.90 |
| 100-150-510.605 City-wide Staff Dev | | | | | | | |
| | U.S. BANK/// | 4246-0445-5575-5259-10/22/18 | CREDIT ACCOUNT PAYMENT | 196466 | 11/15/2018 | 11/15/2018 | 15.68 |
| | U.S. BANK/// | 4246-0445-5575-5259-10/22/18 | CREDIT ACCOUNT PAYMENT | 196466 | 11/15/2018 | 11/15/2018 | 274.28 |
| | | | | | | | 289.96 |
| 100-150-510.800 Recruitment | | | | | | | |
| | DEPARTMENT OF JUSTICE | 338111 | FINGERPRINTING APPLICANTS | 196515 | 12/03/2018 | 12/03/2018 | 32.00 |
| | U.S. BANK/// | 4246-0445-5575-5259-10/22/18 | CREDIT ACCOUNT PAYMENT | 196466 | 11/15/2018 | 11/15/2018 | 275.00 |
| | U.S. BANK/// | 4246-0445-5575-5259-10/22/18 | CREDIT ACCOUNT PAYMENT | 196466 | 11/15/2018 | 11/15/2018 | 225.00 |
| | | | | | | | 532.00 |
| Dept: 160 General Operations | | | | | | | |
| 100-160-510.100 | Office Supplies | 68451338 | COFFEE SERVICE-10/23/2018 | 196420 | 11/19/2018 | 11/19/2018 | 155.88 |
| | FARMER BROTHERS CO./// | | | | | | 155.88 |
| 100-160-510.300 Postage | | | | | | | |
| | NEOFUNDS BY NEOPOST | 7900044080194966-OCT 2018 | POSTAGE REFILL - CITY HALL | 196461 | 11/15/2018 | 11/15/2018 | 1,060.88 |
| | | | | | | | 1,060.88 |
| 100-160-515.100 Telecommunications | | | | | | | |
| | AT & T | 10/25/2018 | LONG DISTANCE SVC - OCT 2018 | 196396 | 11/08/2018 | 11/08/2018 | 14.11 |
| | AT & T - CALNET3 | 000012180732 | PHONE CHARGES - NOV 2018 | 196472 | 11/21/2018 | 11/21/2018 | 1,538.31 |
| | AT & T - CALNET3 | 000012180712 | PHONE CHARGES - NOV 2018 | 196471 | 11/21/2018 | 11/21/2018 | 38.06 |
| | AT&T GLOBAL SERVICES, INC. | SB102147 | MAINTENANCE CONTRACT SVC | 196503 | 12/03/2018 | 12/03/2018 | 865.67 |
| | FRONTIER COMMUNICATIONS | 10/19/2018 | FAX PHONE CHARGES | 196386 | 11/01/2018 | 11/01/2018 | 79.58 |
| | FRONTIER COMMUNICATIONS | 10/28/2018 | PHONE CHARGES-310-371-6930 | 196399 | 11/08/2018 | 11/08/2018 | 168.69 |
| | TIME WARNER CABLE | 8448300040033083-NOV 2018 | PW-FIBER OPTICS COMM | 196483 | 11/21/2018 | 11/21/2018 | 96.13 |
| | TIME WARNER CABLE | 8448300040004993-NOV 2018 | CABLE BROADCAST-CITY HALL | 196482 | 11/21/2018 | 11/21/2018 | 183.63 |
| | TIME WARNER CABLE | 8448300040234046-DEC 2018 | BCF FIBER METRO E/FIBER I-NET | 196484 | 11/21/2018 | 11/21/2018 | 2,131.90 |
| | VERIZON WIRELESS | 9817656648 | M2M ACCOUNT SHARE DATA LINE | 196468 | 11/15/2018 | 11/15/2018 | 25.02 |
| | VERIZON WIRELESS | 9817708402 | CELL PHONE SERVICE-NOV 2018 | 196485 | 11/21/2018 | 11/21/2018 | 337.60 |
| | | | | | | | 900.86 |
| Total Dept. Administrative Svcs: | | | | | | | |
| | | | | | | | 900.86 |
| Total Dept. City Manager: | | | | | | | |
| | | | | | | | 425.81 |

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| 100-160-515.200 | Electricity SOUTHERN CALIFORNIA EDISON CO. | NOV 2018 | UTILITIES - ELECTRIC | 196403 | 11/08/2018 | 11/08/2018 | 5,478.70 |
| 100-160-515.300 | Natural Gas SOUTHERN CALIFORNIA GAS CO. | NOV 2018 | UTILITIES - GAS | 196463 | 11/15/2018 | 11/15/2018 | 413.39 |
| 100-160-515.400 | Water GOLDEN STATE WATER CO. SPARKLETTS | NOVEMBER 2018 4457266110118 | UTILITIES - WATER BOTTLED WATER SERVICES | 196460 196464 | 11/15/2018 11/15/2018 | 11/15/2018 11/15/2018 | 373.48 742.74 1,116.22 |
| 100-160-520.500 | Equipment Rental RICOH USA INC RICOH USA INC | 5054939367 5054940063 | COPIER LEASE/MAINTENANCE SVC COPIER LEASE/MAINTENANCE SVC | 196538 196539 | 12/03/2018 12/03/2018 | 12/03/2018 12/03/2018 | 1,048.19 230.22 1,278.41 |
| 100-160-530.800 | Medical & Health Testing U.S. BANK// | 4246-0445-5575-5259-10/22/18 | CREDIT ACCOUNT PAYMENT | 196466 | 11/15/2018 | 11/15/2018 | 20.00 20.00 |
| Dept: 170 Cable Television | | | | | | | 9,783.57 |
| 100-170-530.100 | Contract Services ADOBE SYSTEMS INCORPORATED 944580785-ADOBE CREATIVE CLOUD | | ANNUAL SUBSCRIPTION-2018/2018 | 196381 | 11/01/2018 | 10/01/2018 | 1,919.76 1,919.76 |
| Dept: 180 Information Systems | | | | | | | 1,919.76 |
| 100-180-530.100 | Contract Services BERICOM IT & DESIGN | 614 | NTWK/COMPUTER SUPPORT-OCT 2018 | 196397 | 11/08/2018 | 11/08/2018 | 13,334.96 13,334.96 |
| Dept: 190 Finance | | | | | | | 13,334.96 |
| 100-190-510.100 | Office Supplies OFFICE DEPOT | 206024579001 | OFFICE SUPPLIES - FIN | 196401 | 11/08/2018 | 11/08/2018 | 125.37 |
| Total Dept. General Operations: | | | | | | | 9,783.57 |
| Total Dept. Cable Television: | | | | | | | 1,919.76 |
| Total Dept. Information Systems: | | | | | | | 13,334.96 |

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| 100-190-510.610 | Memberships/Dues U.S. BANK// | 4246-0445-5572-5039-10/22/18 | CREDIT ACCOUNT PAYMENT | 196394 | 11/01/2018 | 11/01/2018 | 110.00 | |
| 100-190-530.100 | Contract Services DUNBAR ARMORED INC HDL COREN & CONE// | 4299052 0025943-IN | ARMORED TRUCK SERVICES-NOV 18 PROPERTY TAX SVC-3RD QTR 2018 | 196476 196525 | 11/21/2018 12/03/2018 | 11/21/2018 12/03/2018 | 164.79 745.01 909.80 | |
| 100-190-530.200 | Professional Services MINUTEMAN PRESS OF GARDENA// MINUTEMAN PRESS OF GARDENA// THE LEW EDWARDS GROUP | 16754 16753 008-OCT 2018 | 3RD MEASURE L MAILER 3RD MEASURE L POSTAGE PROFESSIONAL SVCS-OCT 2018 | 196431 196431 196404 | 11/19/2018 11/19/2018 11/08/2018 | 11/19/2018 11/19/2018 11/08/2018 | 1,566.01 1,400.00 5,000.00 7,966.01 | |
| Dept: 300 Municipal Services | | | | | | | Total Dept. Finance: | 9,629.88 |
| 100-300-510.100 | Office Supplies OFFICE DEPOT OFFICE DEPOT | 212681723001 212770617001 | OFFICE SUPPLIES - MSD OFFICE SUPPLIES - MSD | 196401 196401 | 11/08/2018 11/08/2018 | 11/08/2018 11/08/2018 | 102.12 235.67 337.79 | |
| 100-300-520.610 | Vehicle Fuel U.S. BANK VOYAGER FLEET SYS// | 869322446-10/24/18 | VEHICLE FUEL - OCT 2018 | 196465 | 11/15/2018 | 11/15/2018 | 907.65 907.65 | |
| 100-300-530.100 | Contract Services ANIMAL MEDICAL CENTER ANIMAL MEDICAL CENTER SPCA LA | 80958 81231 2018-0831 | VETERINARIAN SERVICES-MAY 2018 VETERINARIAN SERVICES-JUN 2018 ANIMAL SHELTERING SERVICES | 196383 196383 196447 | 11/01/2018 11/01/2018 11/19/2018 | 11/01/2018 11/01/2018 11/19/2018 | 979.80 960.00 5,800.00 7,739.80 | |
| Dept: 310 Public Works Admin. | | | | | | | Total Dept. Municipal Services: | 8,985.24 |

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| 100-310-510.100 | Office Supplies | 209271525001 | OFFICE SUPPLIES - PWD | 196401 | 11/08/2018 | 11/08/2018 | 12.46 |
| | OFFICE DEPOT | 213486312001 | OFFICE SUPPLIES - PWD | 196434 | 11/19/2018 | 11/19/2018 | 17.50 |
| | OFFICE DEPOT | 213517379001 | OFFICE SUPPLIES - PWD | 196434 | 11/19/2018 | 11/19/2018 | 62.61 |
| | OFFICE DEPOT | 212249881001 | OFFICE SUPPLIES - PWD | 196434 | 11/19/2018 | 11/19/2018 | 19.37 |
| | | | | | | | 111.94 |
| 100-310-530.100 | Contract Services | INV07215 | ANNUAL TEAM SVC SUBSCRIPTION | 196444 | 11/19/2018 | 11/19/2018 | 745.00 |
| | SMARTSHEET INC | | | | | | 745.00 |
| 100-310-530.200 | Professional Services | 9715905 | SOLID WASTE PROCUREMENT | 196523 | 12/03/2018 | 12/03/2018 | 16,290.25 |
| | H F & H CONSULTANTS, LLC | 9715914 | SOLID WASTE SERVICES | 196524 | 12/03/2018 | 12/03/2018 | 7,039.19 |
| | H F & H CONSULTANTS, LLC | | | | | | 23,329.44 |
| 100-310-540.200 | Special Expenses | OCT 2018A | CNG FUEL STATION | 196543 | 12/03/2018 | 12/03/2018 | 16.79 |
| | SOUTHERN CALIFORNIA GAS CO. | | | | | | 16.79 |
| Dept: 320 | Grounds Maintenance | | | | | Total Dept. Public Works Admin.: | 24,203.17 |
| 100-320-510.500 | Uniforms | 42347243 | UNIFORM CLEANING SERVICE | 196536 | 12/03/2018 | 12/03/2018 | 37.06 |
| | PRUDENTIAL OVERALL SUPPLY | 42344683 | UNIFORM CLEANING SERVICE | 196536 | 12/03/2018 | 12/03/2018 | 37.06 |
| | PRUDENTIAL OVERALL SUPPLY | 42342669 | UNIFORM CLEANING SERVICE | 196536 | 12/03/2018 | 12/03/2018 | 34.75 |
| | PRUDENTIAL OVERALL SUPPLY | 42340250 | UNIFORM CLEANING SERVICE | 196536 | 12/03/2018 | 12/03/2018 | 30.32 |
| | SHOETERIA | 0133142-IN | SAFETY BOOTS-PWD | 196442 | 11/19/2018 | 11/19/2018 | 135.00 |
| | | | | | | | 274.19 |
| 100-320-510.600 | Staff Training & Development | 4246-0445-5572-5013-10/22/18 | CREDIT ACCOUNT PAYMENT | 196467 | 11/15/2018 | 11/15/2018 | 315.00 |
| | U.S. BANK// | | | | | | 315.00 |
| 100-320-515.200 | Electricity | NOV 2018 | UTILITIES - ELECTRIC | 196403 | 11/08/2018 | 11/08/2018 | 5,620.15 |
| | SOUTHERN CALIFORNIA EDISON CO. | NOV 2018 | UTILITIES - ELECTRIC | 196403 | 11/08/2018 | 11/08/2018 | 1,603.53 |
| | SOUTHERN CALIFORNIA EDISON CO. | NOV 2018A | UTILITIES - ELECTRIC | 196462 | 11/15/2018 | 11/15/2018 | 2,101.15 |
| | SOUTHERN CALIFORNIA EDISON CO. | | | | | | 9,324.83 |
| 100-320-515.300 | Natural Gas | | | | | | |

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| 100-320-515.400 | SOUTHERN CALIFORNIA GAS CO. Water | NOV 2018 | UTILITIES - GAS | 196463 | 11/15/2018 | 11/15/2018 | 989.66 989.66 |
| 100-320-515.400 | GOLDEN STATE WATER CO. | NOVEMBER 2018 | UTILITIES - WATER | 196460 | 11/15/2018 | 11/15/2018 | 1,100.03 |
| | GOLDEN STATE WATER CO. | NOVEMBER 2018 | UTILITIES - WATER | 196460 | 11/15/2018 | 11/15/2018 | 4,407.66 |
| | GOLDEN STATE WATER CO. | NOV 2018 | UTILITIES - WATER | 196478 | 11/21/2018 | 11/21/2018 | 1,543.93 7,051.62 |
| 100-320-520.100 | Maintenance Supplies | | | | | | |
| | EMPIRE CLEANING SUPPLIES/// | 1076613 | MAINTENANCE CLEANING SUPPLIES | 196519 | 12/03/2018 | 12/03/2018 | 191.38 |
| | EMPIRE CLEANING SUPPLIES/// | 1074496 | MAINTENANCE SUPPLIES | 196519 | 12/03/2018 | 12/03/2018 | 714.98 |
| | PRUDENTIAL OVERALL SUPPLY | 41026675 | PERFORMANCE DUST MOPS | 196536 | 12/03/2018 | 12/03/2018 | 36.00 |
| | TODD PIPE & SUPPLY-HAWTHORNE | S002929825.001 | PLUMBING SUPPLIES | 196449 | 11/19/2018 | 11/19/2018 | 88.12 |
| | U.S. BANK/// | 4246-0445-5572-5013-10/22/2018 | CREDIT ACCOUNT PAYMENT | 196467 | 11/15/2018 | 11/15/2018 | 12.45 |
| | U.S. BANK/// | 4246-0445-5572-5013-10/22/2018 | CREDIT ACCOUNT PAYMENT | 196467 | 11/15/2018 | 11/15/2018 | 96.59 |
| | U.S. BANK/// | 4246-0445-5572-5013-10/22/2018 | CREDIT ACCOUNT PAYMENT | 196467 | 11/15/2018 | 11/15/2018 | 54.73 |
| | U.S. BANK/// | 4246-0445-5572-5013-10/22/2018 | CREDIT ACCOUNT PAYMENT | 196467 | 11/15/2018 | 11/15/2018 | 4.75 |
| | WAXIE SANITARY SUPPLY | 77795445 | CUSTODIAL SUPPLIES | 196453 | 11/19/2018 | 11/19/2018 | 165.55 |
| | WAXIE SANITARY SUPPLY | 77828301 | CUSTODIAL SUPPLIES | 196546 | 12/03/2018 | 12/03/2018 | 199.07 |
| | WESTWOOD BUILDING MATERIALS | 1811-269806 | PAINT SUPPLIES-ANGEL TREE | 196547 | 12/03/2018 | 12/03/2018 | 31.47 |
| | ZEP SALES AND SERVICE | 9003728602 | MAINTENANCE SUPPLIES | 196457 | 11/19/2018 | 11/19/2018 | 1,151.00 |
| | ZEP SALES AND SERVICE | 9003728602-B | MAINTENANCE SUPPLIES | 196457 | 11/19/2018 | 11/19/2018 | 364.41 |
| | ZEP SALES AND SERVICE | 9003750139 | MAINTENANCE SUPPLIES | 196548 | 12/03/2018 | 12/03/2018 | 211.85 3,322.35 |
| 100-320-520.120 | Building Equipment Maintenance | | | | | | |
| | U.S. BANK/// | 4246-0445-5572-5013-10/22/18 | CREDIT ACCOUNT PAYMENT | 196467 | 11/15/2018 | 11/15/2018 | -124.48 |
| | U.S. BANK/// | 4246-0445-5572-5013-10/22/18 | CREDIT ACCOUNT PAYMENT | 196467 | 11/15/2018 | 11/15/2018 | 124.48 |
| | U.S. BANK/// | 4246-0445-5572-5013-10/22/18 | CREDIT ACCOUNT PAYMENT | 196467 | 11/15/2018 | 11/15/2018 | 122.31 122.31 |
| 100-320-520.300 | Grounds Maintenance | | | | | | |
| | CAPITAL OF SOUTH BAY INC. | 405009 | ELECTRICAL / LIGHTING SUPPLIES | 196507 | 12/03/2018 | 12/03/2018 | 43.32 |
| | GREENLAND SUPPLY INC./// | 231297 | MAINTENANCE SUPPLIES | 196522 | 12/03/2018 | 12/03/2018 | 149.59 |
| | U.S. BANK/// | 4246-0445-5572-5013-10/22/2018 | CREDIT ACCOUNT PAYMENT | 196467 | 11/15/2018 | 11/15/2018 | 10.99 |
| | VISTA PAINT | 2018-512570-00 | PAINT SUPPLIES - MSD | 196545 | 12/03/2018 | 12/03/2018 | 295.38 499.28 |
| 100-320-520.500 | Equipment Rental | | | | | | |
| | VERIZON WIRELESS | 9817708402 | CELL PHONE SERVICE-NOV 2018 | 196485 | 11/21/2018 | 11/21/2018 | 38.01 |

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| 100-320-520.510 | Equipment Maintenance DUTHIE POWER SERVICES | A58422-BACK-UP GENERATORS | SEMI-ANNUAL SVC @ CITY HALL | 196518 | 12/03/2018 | 12/03/2018 | 309.00 |
| | | | | | | | 309.00 |
| 100-320-520.600 | Vehicle Maintenance PACIFIC TIRE SERVICE | 10413 | TIRE REPAIR - PWD VEH #481 | 196436 | 11/19/2018 | 11/19/2018 | 5.00 |
| | PACIFIC TIRE SERVICE | 105355 | TIRE REPAIR - PWD VEH #482 | 196436 | 11/19/2018 | 11/19/2018 | 155.00 |
| | PACIFIC TIRE SERVICE | 104457 | TIRE REPAIR - VEH #466 | 196436 | 11/19/2018 | 11/19/2018 | 10.00 |
| | PACIFIC TIRE SERVICE | 108206 | REPLACE TIRE-VEH #466 | 196436 | 11/19/2018 | 11/19/2018 | 135.00 |
| | | | | | | | 305.00 |
| 100-320-530.100 | Contract Services AM-TEC SECURITY | 597928 | REPLACE MOTION DETECTOR | 196499 | 12/03/2018 | 12/03/2018 | 132.71 |
| | P2S ENGINEERING INC | 201824639 | ENGINEERING SV-HVAC-CITY HALL | 196533 | 12/03/2018 | 12/03/2018 | 2,610.00 |
| | SOUTH BAY LANDSCAPING INC | 18552 | LANDSCAPING SERVICES-OCT 18 | 196446 | 11/19/2018 | 11/19/2018 | 11,188.00 |
| | | | | | | | 13,910.71 |
| 100-320-540.200 | Special Expenses AMERICAN STRUCTURAL PEST/// | 50024 | PEST CONTROL SERVICE-CITY HALL | 196501 | 12/03/2018 | 12/03/2018 | 45.00 |
| | AMERICAN STRUCTURAL PEST/// | 50090 | PEST CONTROL SV-SO. CITY HALL | 196501 | 12/03/2018 | 12/03/2018 | 195.00 |
| | | | | | | | 240.00 |
| Dept: 330 | Street Maintenance | | | | | | 36,701.96 |
| 100-330-520.320 | Landscape Maintenance SOUTH BAY LANDSCAPING INC | 18552 | LANDSCAPING SERVICES-OCT 18 | 196446 | 11/19/2018 | 11/19/2018 | 7,667.00 |
| | | | | | | | 7,667.00 |
| 100-330-530.100 | Contract Services SOUTH BAY LANDSCAPING INC | 18551 | ELEC. REPAIR-IRRIGATION SYSTEM | 196541 | 12/03/2018 | 12/03/2018 | 8,360.00 |
| | UNDERGROUND SERVICE ALERT SC | 1020180403 | (37) DIG ALERT TICKETS | 196544 | 12/03/2018 | 12/03/2018 | 71.05 |
| | | | | | | | 8,431.05 |
| 100-330-540.200 | Special Expenses U.S. BANK/// | 4246-0445-5572-5013-10/22/2018 | CREDIT ACCOUNT PAYMENT | 196467 | 11/15/2018 | 11/15/2018 | 19.74 |
| | U.S. BANK/// | 4246-0445-5572-5013-10/22/2018 | CREDIT ACCOUNT PAYMENT | 196467 | 11/15/2018 | 11/15/2018 | 16.74 |
| | U.S. BANK/// | 4246-0445-5572-5013-10/22/2018 | CREDIT ACCOUNT PAYMENT | 196467 | 11/15/2018 | 11/15/2018 | 16.74 |
| | | | | | | | 53.22 |

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| Dept: 340 Engineering | | | | | | | |
| 100-340-530.200 | Professional Services | | | | | | |
| | INFRASTRUCTURE ENGINEERS | 23590 | TEMP. STAFFING SVC-ASSIT. ENGR | 196526 | 12/03/2018 | 12/03/2018 | 18,050.00 |
| | | | | | | | 18,050.00 |
| Dept: 410 Planning/Building Admin | | | | | | | |
| 100-410-501.200 | Salaries - Elected /Appointed | | | | | | |
| | CUEVAS/SIRLEY// | 10/24/2018 | PLANNING COMMISSION STIPEND | 196416 | 11/19/2018 | 11/19/2018 | 50.00 |
| | MARTINEZ/JOHN// | 10/24/2018 | PLANNING COMMISSION STIPEND | 196428 | 11/19/2018 | 11/19/2018 | 50.00 |
| | MOLLER/UJFFE// | 10/24/18 | PLANNING COMMISSION STIPEND | 196432 | 11/19/2018 | 11/19/2018 | 50.00 |
| | SMITH/SCOTT// | 10/24/18 | PLANNING COMMISSION STIPEND | 196445 | 11/19/2018 | 11/19/2018 | 50.00 |
| | | | | | | | 200.00 |
| 100-410-510.100 Office Supplies | | | | | | | |
| | OFFICE DEPOT | 215815714002 | OFFICE SUPPLIES - CDD | 196390 | 11/01/2018 | 11/01/2018 | 25.28 |
| | OFFICE DEPOT | 190771506001 | OFFICE SUPPLIES - CDD | 196401 | 11/08/2018 | 11/08/2018 | 27.79 |
| | OFFICE DEPOT | 190784083001 | OFFICE SUPPLIES - CDD | 196401 | 11/08/2018 | 11/08/2018 | 26.19 |
| | OFFICE DEPOT | 215815714001 | OFFICE SUPPLIES - CDD | 196434 | 11/19/2018 | 11/19/2018 | 76.40 |
| | | | | | | | 155.66 |
| 100-410-510.600 Staff Training & Development | | | | | | | |
| | SEAN M. MOORE | 55798 | REIMBURSE EXPENSES-CONFERENCE | 196391 | 11/01/2018 | 11/01/2018 | 689.25 |
| | | | | | | | 689.25 |
| 100-410-510.620 Travel/Meetings | | | | | | | |
| | SEAN M. MOORE | 55799 | REIMBURSE EXPENSES-CONFERENCE | 196391 | 11/01/2018 | 11/01/2018 | 689.25 |
| | | | | | | | 689.25 |
| 100-410-510.650 Mileage Reimbursement | | | | | | | |
| | CHAVEZ/JARED// | 10292018 | REIMBURSE EXPENSES-MILEAGE | 196384 | 11/01/2018 | 11/01/2018 | 106.82 |
| | | | | | | | 106.82 |
| 100-410-530.500 Legal Ads | | | | | | | |
| | L.A. NEWSPAPER GROUP | AD #0011186569-5007749-CDD | DB 10-54-LEGAL ADV-10/12/2018 | 196527 | 12/03/2018 | 12/03/2018 | 174.95 |
| | L.A. NEWSPAPER GROUP | AD #0011192585-5007749-CDD | DB 10-96-LEGAL ADV-10/26/2018 | 196527 | 12/03/2018 | 12/03/2018 | 174.95 |
| | U.S. BANK// | 4246-0445-5565-0484-10/22/18 | CREDIT ACCOUNT PAYMENT | 196392 | 11/01/2018 | 11/01/2018 | 2,192.14 |
| | | | | | | | 2,542.04 |

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| 100-410-530.600 | Building Safety Services COUNTY OF LA DEPT OF PUBLIC WK | IN190000224 | BUILDING INSPECTION SVC-AUG 18 | 196415 | 11/19/2018 | 11/19/2018 | 31,583.86 |
| Dept: 510 Community Services Programs | | | | | | | 31,583.86 |
| 100-510-501.200 | Salaries - Elected /Appointed ESTRADA/KARINA// | 09/24/18 | STIPEND - PRSSC COMMISSIONER | 196419 | 11/19/2018 | 11/19/2018 | 50.00 |
| | ESTRADA/KARINA// | 10/22/18 | STIPEND - PRSSC COMMISSIONER | 196419 | 11/19/2018 | 11/19/2018 | 50.00 |
| | HARBISON/ERICA// | 09/24/18 | STIPEND - PRSSC COMMISSIONER | 196423 | 11/19/2018 | 11/19/2018 | 50.00 |
| | HARBISON/ERICA// | 10/22/18 | STIPEND - PRSSC COMMISSIONER | 196423 | 11/19/2018 | 11/19/2018 | 50.00 |
| | RUDOLPH/SHIRLEY// | 10/22/18 | STIPEND - PRSSC COMMISSIONER | 196440 | 11/19/2018 | 11/19/2018 | 50.00 |
| | SITKA/MADONNA// | 09/24/18 | STIPEND - PRSSC COMMISSIONER | 196443 | 11/19/2018 | 11/19/2018 | 50.00 |
| | WOODS/DANIEL// | 09/24/18 | STIPEND - PRSSC COMMISSIONER | 196455 | 11/19/2018 | 11/19/2018 | 50.00 |
| | WOODS/DANIEL// | 10/22/18 | STIPEND - PRSSC COMMISSIONER | 196455 | 11/19/2018 | 11/19/2018 | 50.00 |
| Total Dept. Planning/Building Admin: | | | | | | | 400.00 |

| | | | | | | | |
|-----------------|---------------------------------|--------------|-----------------------|--------|------------|------------|---------------|
| 100-510-510.100 | Office Supplies OFFICE DEPOT | 199520328001 | OFFICE SUPPLIES - CSD | 196401 | 11/08/2018 | 11/08/2018 | 316.21 |
| | OFFICE DEPOT | 199520328002 | OFFICE SUPPLIES - CSD | 196401 | 11/08/2018 | 11/08/2018 | 61.28 |
| | OFFICE DEPOT | 203936675001 | OFFICE SUPPLIES - CSD | 196401 | 11/08/2018 | 11/08/2018 | 42.05 |
| | OFFICE DEPOT | 206459657001 | OFFICE SUPPLIES - CSD | 196401 | 11/08/2018 | 11/08/2018 | 59.08 |
| | OFFICE DEPOT | 207683924001 | OFFICE SUPPLIES - CSD | 196401 | 11/08/2018 | 11/08/2018 | 122.55 |
| | OFFICE DEPOT | 219809560001 | OFFICE SUPPLIES - CSD | 196401 | 11/08/2018 | 11/08/2018 | 123.74 |
| | | | | | | | 724.91 |

| | | | | | | | |
|-----------------|--------------------------------------|---------------------|--------------------------------|--------|------------|------------|--------------|
| 100-510-510.200 | Reprographics FRANCHISE TAX BOARD | 2017-199 LAWNDALIAN | CA CORP #0747927/2017 FORM 199 | 196459 | 11/15/2018 | 11/15/2018 | 10.00 |
| | | | | | | | 10.00 |

| | | | | | | | |
|-----------------|---------------------------------|---------------|-------------------|--------|------------|------------|---------------|
| 100-510-515.400 | Water GOLDEN STATE WATER CO. | NOVEMBER 2018 | UTILITIES - WATER | 196460 | 11/15/2018 | 11/15/2018 | 262.85 |
| | GOLDEN STATE WATER CO. | NOV 2018 | UTILITIES - WATER | 196478 | 11/21/2018 | 11/21/2018 | 270.76 |
| | | | | | | | 533.61 |

| | | | | | | | |
|-----------------|--|--------|--------------------------------|--------|------------|------------|-----------------|
| 100-510-520.510 | Equipment Maintenance RAMCO REFRIGERATION & AIR INC | S16481 | RELAY BOX/DISPLAY | 196438 | 11/19/2018 | 11/19/2018 | 206.30 |
| | RAMCO REFRIGERATION & AIR INC | S16480 | REPLACE INTELLETRAL CONTROLLER | 196537 | 12/03/2018 | 12/03/2018 | 2,319.11 |
| | | | | | | | 2,525.41 |

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| 100-510-530.100 | Contract Services | | | | | | |
| ALL CITY MANAGEMENT SERVICES | | 56900 | SCHOOL CROSSING GUARD SERVICES | 196409 | 11/19/2018 | 11/19/2018 | 6,440.00 |
| ALL CITY MANAGEMENT SERVICES | | 57172 | SCHOOL CROSSING GUARD SVCS | 196498 | 12/03/2018 | 12/03/2018 | 6,246.80 |
| ALL CITY MANAGEMENT SERVICES | | 57412 | SCHOOL CROSSING GUARD SVCS | 196498 | 12/03/2018 | 12/03/2018 | 6,440.00 |
| AMERICAN STRUCTURAL PEST | | 50025 | PEST CONTROL SUPPLIES-CSD | 196500 | 12/03/2018 | 12/03/2018 | 125.00 |
| A-THRONE CO., INC | | 550743 | PORTABLE RESTROOM-MCKENZIE GRD | 196486 | 12/03/2018 | 12/03/2018 | 88.95 |
| AVERBUKH/SVETLANA/ | | LN0011 | INSTRUCTOR FEE-SR ZUMBA | 196411 | 11/19/2018 | 11/19/2018 | 390.00 |
| BROOME/CHRISTINA/ | | OCT 2018B | INSTRUCTOR FEE-SR YOGA | 196398 | 11/08/2018 | 11/08/2018 | 325.00 |
| BROOME/CHRISTINA/ | | NOV 2018A | INSTRUCTOR FEE-SR YOGA | 196474 | 11/21/2018 | 11/21/2018 | 195.00 |
| DUNCAN, JOSHUA | | 7-2018 | INSTRUCTOR FEE-MARTIAL ARTS | 196418 | 11/19/2018 | 11/19/2018 | 1,492.40 |
| FISHER/AMALEA/ | | OCT 2018 | INSTRUCTOR FEE-SR FITNESS | 196421 | 11/19/2018 | 11/19/2018 | 390.00 |
| JONES/JA'VONDA/ | | 10-2018 | INSTRUCTOR FEE-DANCE/GYM | 196387 | 11/01/2018 | 11/01/2018 | 2,070.12 |
| LAWNDALE ELEM SCH DIST/// | | 3976 | BOLLINGER GYMNASIUM USE FEES | 196426 | 11/19/2018 | 11/19/2018 | 5,375.00 |
| LEGACY TRAVEL & TOURS/// | | B0475 | BALANCE DUE-SR TRAVEL CLUB | 196388 | 11/01/2018 | 11/01/2018 | 572.00 |
| LEGACY TRAVEL & TOURS/// | | B0476 | BALANCE DUE-SR TRAVEL CLUB | 196388 | 11/01/2018 | 11/01/2018 | 1,344.00 |
| NATALE/LAYNE// | | 10-2018 | INSTRUCTOR FEE-SR FITNESS | 196389 | 11/01/2018 | 11/01/2018 | 910.00 |
| ROUNTREE/TANIKA// | | 10-2018 | INSTRUCTOR FEE-COOKING CLASS | 196540 | 12/03/2018 | 12/03/2018 | 262.50 |
| SALDANA/MARC// | | OCT 2018 | INSTRUCTOR FEE-SR TAI CHI | 196480 | 11/21/2018 | 11/21/2018 | 325.00 |
| SOUTH BAY WORKFORCE INVESTMENT | | 2018DCFS#16 | YOUTH LABOR SERVICES | 196542 | 12/03/2018 | 12/03/2018 | 7,863.88 |
| | | | | | | | 40,855.65 |
| 100-510-540.100 | Community Events | | | | | | |
| ARCTIC GLACIER U.S.A. INC | | 18014 | RAMPS/SNOW SLED/10 TONS SNOW | 196470 | 11/21/2018 | 11/21/2018 | 2,737.50 |
| ASAP SIGN & BANNER | | 17767 | BANNERS | 196502 | 12/03/2018 | 12/03/2018 | 328.50 |
| ASAP SIGN & BANNER | | 17736 | BANNERS | 196502 | 12/03/2018 | 12/03/2018 | 60.00 |
| A-THRONE CO., INC | | 546526 | PORTABLE RESTROOMS-ADDAMS PK | 196395 | 11/08/2018 | 11/08/2018 | 331.83 |
| EDWARDS/EDWARD// | | 75-2018 | DJ SERVICES-ANGEL TREE | 196477 | 11/21/2018 | 11/21/2018 | 500.00 |
| FUN EXPRESS | | 692034975-01 | SUPPLIES-HALLOWEEN HAUNT EVENT | 196422 | 11/19/2018 | 11/19/2018 | 545.21 |
| STREET DECOR, INC. | | 27886 | (40) HOLIDAY BANNERS | 196448 | 11/19/2018 | 11/19/2018 | 3,400.00 |
| STREET DECOR, INC. | | 27886B | BALANCE-(40) HOLIDAY BANNERS | 196448 | 11/19/2018 | 11/19/2018 | 25.52 |
| SUPER BIRTHDAY INC | | 20404 | MINI EXPRESS TRAIN | 196481 | 11/21/2018 | 11/21/2018 | 650.00 |
| U.S. BANK// | | 4246-0445-5572-5047-10/22/18-C | CREDIT ACCOUNT PAYMENT | 196406 | 11/08/2018 | 11/08/2018 | 1,806.75 |
| U.S. BANK// | | 4246-0445-5572-5047-10/22/18-C | CREDIT ACCOUNT PAYMENT | 196406 | 11/08/2018 | 11/08/2018 | -56.16 |
| U.S. BANK// | | 4246-0445-5572-5047-10/22/18-C | CREDIT ACCOUNT PAYMENT | 196406 | 11/08/2018 | 11/08/2018 | 929.90 |
| U.S. BANK// | | 4246-0445-5572-5047-10/22/18-C | CREDIT ACCOUNT PAYMENT | 196406 | 11/08/2018 | 11/08/2018 | 171.26 |
| U.S. BANK// | | 4246-0445-5572-5047-10/22/18-C | CREDIT ACCOUNT PAYMENT | 196406 | 11/08/2018 | 11/08/2018 | 62.54 |
| U.S. BANK// | | 4246-0445-5572-5047-10/22/18-C | CREDIT ACCOUNT PAYMENT | 196406 | 11/08/2018 | 11/08/2018 | 25.99 |
| U.S. BANK// | | 4246-0445-5572-5047-10/22/18-C | CREDIT ACCOUNT PAYMENT | 196406 | 11/08/2018 | 11/08/2018 | 339.21 |
| U.S. BANK// | | 4246-0445-5572-5047-10/22/18-C | CREDIT ACCOUNT PAYMENT | 196406 | 11/08/2018 | 11/08/2018 | 375.30 |
| U.S. BANK// | | 4246-0445-5572-5047-10/22/18-C | CREDIT ACCOUNT PAYMENT | 196406 | 11/08/2018 | 11/08/2018 | 75.01 |

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| 100-510-540.120 | Recreation Activities | | | | | | 12,308.36 |
| U.S. BANK// | | 4246-0445-5575-5267-10/22/18 | CREDIT ACCOUNT PAYMENT | 196407 | 11/08/2018 | 11/08/2018 | 4.38 |
| U.S. BANK// | | 4246-0445-5575-5267-10/22/18 | CREDIT ACCOUNT PAYMENT | 196407 | 11/08/2018 | 11/08/2018 | 479.09 |
| U.S. BANK// | | 4246-0445-5575-5267-10/22/18 | CREDIT ACCOUNT PAYMENT | 196407 | 11/08/2018 | 11/08/2018 | 103.71 |
| U.S. BANK// | | 4246-0445-5575-5267-10/22/18 | CREDIT ACCOUNT PAYMENT | 196407 | 11/08/2018 | 11/08/2018 | 55.57 |
| U.S. BANK// | | 4246-0445-5575-5267-10/22/18 | CREDIT ACCOUNT PAYMENT | 196407 | 11/08/2018 | 11/08/2018 | 37.88 |
| U.S. BANK// | | 4246-0445-5575-5267-10/22/18 | CREDIT ACCOUNT PAYMENT | 196407 | 11/08/2018 | 11/08/2018 | 37.80 |
| U.S. BANK// | | 4246-0445-5575-5267-10/22/18 | CREDIT ACCOUNT PAYMENT | 196407 | 11/08/2018 | 11/08/2018 | 588.32 |
| U.S. BANK// | | 4246-0445-5575-5267-10/22/18 | CREDIT ACCOUNT PAYMENT | 196407 | 11/08/2018 | 11/08/2018 | 18.84 |
| U.S. BANK// | | 4246-0445-5575-5267-10/22/18 | CREDIT ACCOUNT PAYMENT | 196407 | 11/08/2018 | 11/08/2018 | 300.00 |
| U.S. BANK// | | 4246-0445-5575-5267-10/22/18 | CREDIT ACCOUNT PAYMENT | 196407 | 11/08/2018 | 11/08/2018 | 151.11 |
| | | | | | | | 1,776.70 |
| 100-510-540.410 | Senior Activities | | | | | | |
| CITY OF GARDENA | | 0818 | CASE MANAGEMENT SVC-AUG 2018 | 196385 | 11/01/2018 | 11/01/2018 | 400.00 |
| CITY OF GARDENA | | 0918 | CASE MANAGEMENT SVC-SEP 2018 | 196385 | 11/01/2018 | 11/01/2018 | 320.00 |
| DETTORE/TONY// | | 12/12/2018 | ENTERTAINMENT-SR LUNCHEON | 196475 | 11/21/2018 | 11/21/2018 | 160.00 |
| GUEVARA/LAUREN// | | 01/02/19-01/04/19 | ADVANCE-TRAVEL DAILY ALLOWANCE | 196479 | 11/21/2018 | 11/21/2018 | 120.00 |
| U.S. BANK// | | 4246-0445-5572-5047-10/22/18 | CREDIT ACCOUNT PAYMENT | 196406 | 11/08/2018 | 11/08/2018 | 30.90 |
| U.S. BANK// | | 4246-0445-5572-5047-10/22/18 | CREDIT ACCOUNT PAYMENT | 196406 | 11/08/2018 | 11/08/2018 | 336.31 |
| U.S. BANK// | | 4246-0445-5572-5047-10/22/18 | CREDIT ACCOUNT PAYMENT | 196406 | 11/08/2018 | 11/08/2018 | 390.74 |
| U.S. BANK// | | 4246-0445-5572-5047-10/22/18 | CREDIT ACCOUNT PAYMENT | 196406 | 11/08/2018 | 11/08/2018 | 98.73 |
| U.S. BANK// | | 4246-0445-5572-5047-10/22/18 | CREDIT ACCOUNT PAYMENT | 196406 | 11/08/2018 | 11/08/2018 | 158.60 |
| U.S. BANK// | | 4246-0445-5572-5047-10/22/18 | CREDIT ACCOUNT PAYMENT | 196406 | 11/08/2018 | 11/08/2018 | 99.99 |
| | | | | | | | 2,115.27 |
| Fund: 201 | Gas Tax Fund | | | | | | |
| Dept: 330 | Street Maintenance | | | | | | 61,249.91 |
| 201-330-515.200 | Electricity | | | | | | 281,752.74 |
| SOUTHERN CALIFORNIA EDISON CO. | | NOV 2018 | UTILITIES - ELECTRIC | 196403 | 11/08/2018 | 11/08/2018 | 637.73 |
| SOUTHERN CALIFORNIA EDISON CO. | | NOV 2018A | UTILITIES - ELECTRIC | 196462 | 11/15/2018 | 11/15/2018 | 684.13 |
| | | | | | | | 1,321.86 |
| 201-330-520.400 | Street Maintenance | | | | | | |
| NATIONAL TRENCH SAFETY | | 0729836 | PERMA PATCH COLD MIX-POTHOLES | 196531 | 12/03/2018 | 12/03/2018 | 903.37 |
| Total Dept. Community Services Programs: | | | | | | | 61,249.91 |
| Total Fund General Fund: | | | | | | | 281,752.74 |

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| 201-330-520.600 | Vehicle Maintenance PRECISION AUTO CARE, INC | 0083943 | VEHICLE MAINTENANCE-VEH #481 | 196437 | 11/18/2018 | 11/19/2018 | 62.95 62.95 |
| 201-330-520.610 | Vehicle Fuel U.S. BANK VOYAGER FLEET SYS/// U.S. BANK VOYAGER FLEET SYS/// | 86932-2446-10/24/18-PWD 86932-2446-10/24/18-PWD | VEHICLE FUEL - PWD VEHICLE FUEL - PWD | 196405 196405 | 11/08/2018 11/08/2018 | 11/08/2018 11/08/2018 | -6.82 1,018.32 1,011.50 |
| 201-330-530.100 | Contract Services COUNTY OF LA DEPT OF PUBLIC WK COUNTY OF LA DEPT OF PUBLIC WK COUNTY OF LA DEPT OF PUBLIC WK DEPARTMENT OF TRANSPORTATION | PW-18100901755 PW-18100901755 IN90000278 SL190185 | TRAFFIC/MAINTENANCE SVCS-SEP18 TRAFFIC/MAINTENANCE SVCS-SEP18 TRAFFIC SIGNAL ACCIDENT REPAIR TRAFFIC SIGNAL MAINTENANCE SVC | 196414 196414 196512 196516 | 11/19/2018 11/19/2018 12/03/2018 12/03/2018 | 11/19/2018 11/19/2018 12/03/2018 12/03/2018 | 3,301.38 990.41 525.72 955.94 5,773.45 |
| Total Dept. Street Maintenance: | | | | | | | 9,638.48 |
| Total Fund Gas Tax Fund: | | | | | | | 9,638.48 |
| Fund: 206 | Prop A - Local Transit Program | | | | | | |
| Dept: 510 | Community Services Programs | | | | | | |
| 206-510-520.600 | Vehicle Maintenance PRECISION AUTO CARE, INC PRECISION AUTO CARE, INC PRECISION AUTO CARE, INC PRECISION AUTO CARE, INC | 0083811 0083971 0083970 84072 | VEHICLE MAINTENANCE-CSD BUS VEHICLE MAINTENANCE-CSD VAN VEHICLE MAINTENANCE-CSD SATURN CSD VEHICLE REPAIR SERVICES | 196437 196437 196437 196535 | 11/19/2018 11/19/2018 11/19/2018 12/03/2018 | 11/19/2018 11/19/2018 11/19/2018 12/03/2018 | 26.22 26.34 25.17 36.75 114.48 |
| 206-510-520.610 | Vehicle Fuel U.S. BANK VOYAGER FLEET SYS/// U.S. BANK VOYAGER FLEET SYS/// | 86932-2446-10/24/18-CSD 86932-2446-10/24/18-CSD | VEHICLE FUEL - CSD VEHICLE FUEL - CSD | 196405 196405 | 11/08/2018 11/08/2018 | 11/08/2018 11/08/2018 | -14.03 300.89 286.86 |
| 206-510-530.100 | Contract Services | | | | | | |

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| MV TRANSPORTATION INC | | 95687 | LAWNDALE TRANSIST SVC-SEP 18 | 196433 | 11/19/2018 | 11/19/2018 | 33,788.70 |
| MV TRANSPORTATION INC | | 96316 | LAWNDALE BEAT TRANSIT SV-OCT18 | 196530 | 12/03/2018 | 12/03/2018 | 36,806.81 |
| Total Dept. Community Services Programs: | | | | | | | 70,595.51 |
| Total Fund Prop A - Local Transit Program: | | | | | | | 70,996.85 |
| | | | | | | | |
| Fund: 207 | Prop C - Local Transit Assist | | | | | | |
| Dept: 310 | Public Works Admin. | | | | | | |
| 207-310-530.200 | Professional Services | | | | | | |
| | CRAIN & ASSOCIATES | N26687 | TRANSPORTATION IMPACT STUDY | 196513 | 12/03/2018 | 12/03/2018 | 195.00 |
| | FARHADI AND ASSOCIATES INC | 18-1034 | TEMP. STAFFING SVC-ASST ENGR | 196520 | 12/03/2018 | 12/03/2018 | 1,890.00 |
| | FARHADI AND ASSOCIATES INC | 18-1034A | TEMP. STAFFING SVC-ASST ENGR | 196520 | 12/03/2018 | 12/03/2018 | 2,520.00 |
| Total Dept. Public Works Admin.: | | | | | | | 4,605.00 |
| Total Fund Prop C - Local Transit Assist: | | | | | | | 4,605.00 |
| | | | | | | | |
| Fund: 214 | Community Development Block Gr | | | | | | |
| Dept: 423 | CDBG-Senior Activities | | | | | | |
| 214-423-530.200 | Professional Services | | | | | | |
| | MICHAEL BAKER INTL, INC/// | 10306680B | CDBG SENIOR CONSULTING SERVICE | 196430 | 11/19/2018 | 11/19/2018 | 1,070.00 |
| Total Dept. CDBG-Senior Activities: | | | | | | | 1,070.00 |
| | | | | | | | |
| Dept: 438 | Grevillea Ave Resurfacing | | | | | | |
| 214-438-530.200 | Professional Services | | | | | | |
| | MICHAEL BAKER INTL, INC/// | 10306680A | CDBG ADMINISTRATIVE CONSULTING | 196429 | 11/19/2018 | 11/19/2018 | 935.00 |
| Total Dept. Grevillea Ave Resurfacing: | | | | | | | 935.00 |
| Total Fund Community Development Block Gr: | | | | | | | 2,005.00 |
| | | | | | | | |
| Fund: 215 | Restricted Urban Development | | | | | | |
| Dept: 310 | Public Works Admin. | | | | | | |
| 215-310-530.200 | Professional Services | | | | | | |
| | CASC ENGINEERING & CONSULTING | 39877 | NPDES PERMIT COMPLIANCE SVC | 196509 | 12/03/2018 | 12/03/2018 | 1,595.00 |
| | CASC ENGINEERING & CONSULTING | 39966 | NPDES PERMIT COMPLIANCE SVC | 196508 | 12/03/2018 | 12/03/2018 | 1,740.00 |

INVOICE APPROVAL LIST BY FUND REPORT

Date: 11/26/2018
 Time: 7:43 pm
 Page: 16

CITY OF LAWRENDALE

| Fund/Dept/Acct | Vendor Name | Invoice # | Invoice Description | Check # | Due Date | Posting Date | Amount |
|--|--|---------------------------|--------------------------------|---------|------------|--------------|------------------|
| 307-610-530.200 | ALESHIRE & WYNDER, LLP | 48882 | LEGAL SVC-HOUSING-OCT 2018 | 196492 | 12/03/2018 | 12/03/2018 | 123.00 |
| Total Dept. Redevelopment: | | | | | | | 123.00 |
| Total Fund Succ Agency Projects Fund: | | | | | | | 553.50 |
| | | | | | | | |
| Fund: 307 | 2009 TABS | | | | | | |
| Dept: 610 | Redevelopment | | | | | | |
| 307-610-530.200 | Professional Services FARHADI AND ASSOCIATES INC | 18-1034 | TEMP. STAFFING SVC-ASST ENGR | 196520 | 12/03/2018 | 12/03/2018 | 1,890.00 |
| 307-610-700.146 | Street Improvements CIVIL SOURCE, INC | 104617 | ENGINEERING DESIGN SERVICES | 196510 | 12/03/2018 | 12/03/2018 | 1,890.00 |
| 307-610-700.149 | Pavement/Curb/Gutter Improv DAILY BREEZE-PRESS TELEGRAM | AD #001192726-5007751-CDD | DB 10-97-NIB PUB-10/25/18 | 196514 | 12/03/2018 | 12/03/2018 | 269.75 |
| 307-610-700.221 | Closure of Mobile Home Park OVERLAND, PACIFIC & CUTLER LLC | 1809191 | RELOCATION ASSISTANCE | 196435 | 11/19/2018 | 11/19/2018 | 1,410.00 |
| | OVERLAND, PACIFIC & CUTLER LLC | 1809198 | PROPERTY MANAGEMENT | 196435 | 11/19/2018 | 11/19/2018 | 2,254.25 |
| | OVERLAND, PACIFIC & CUTLER LLC | 1809199 | PROPERTY SERVICES FOR SEP 2018 | 196435 | 11/19/2018 | 11/19/2018 | 810.00 |
| | OVERLAND, PACIFIC & CUTLER LLC | 1810149 | RELOCATION/PROPERTY MGMT | 196532 | 12/03/2018 | 12/03/2018 | 1,866.50 |
| | OVERLAND, PACIFIC & CUTLER LLC | 1810150 | PROPERTY MANAGEMENT | 196532 | 12/03/2018 | 12/03/2018 | 1,338.00 |
| 307-610-700.265 | Burin House Demo/Wall Parking DAILY BREEZE-PRESS TELEGRAM | AD #001192741-5007751-CDD | DB #10-99-NIB PUB-10/25/18 | 196514 | 12/03/2018 | 12/03/2018 | 303.75 |
| 307-610-700.270 | RM&R Various Streets FARHADI AND ASSOCIATES INC | 18-1034 | TEMP. STAFFING SVC-ASST ENGR | 196520 | 12/03/2018 | 12/03/2018 | 8,820.00 |
| Total Dept. Redevelopment: | | | | | | | 37,817.25 |
| Total Fund 2009 TABS: | | | | | | | 37,817.25 |

Fund: 501 Deposit/Donations
 Dept: 000

INVOICE APPROVAL LIST BY FUND REPORT

Date: 11/26/2018
 Time: 7:43 pm
 Page: 17

CITY OF LAWNDALE

| Fund/Dept/Acct | Vendor Name | Invoice # | Invoice Description | Check # | Due Date | Posting Date | Amount |
|-----------------|-------------------------------|-----------|-------------------------------|---------|------------|--------------|-------------------|
| 501-000-200.303 | Travel Club | | | | | | |
| | LEGACY TRAVEL & TOURS/// | B0475A | BALANCE DUE-SR TRAVEL CLUB | 196388 | 11/01/2018 | 11/01/2018 | 2,416.00 |
| | LEGACY TRAVEL & TOURS/// | B0476A | BALANCE DUE-SR TRAVEL CLUB | 196388 | 11/01/2018 | 11/01/2018 | 2,744.00 |
| | | | | | | | 5,160.00 |
| 501-000-200.307 | Community Center Deposits | | | | | | |
| | AMBATTI/SIVANAGA L// | F70050 | REFUND FEE-EVENT SECURITY BAL | 196410 | 11/19/2018 | 11/19/2018 | 119.16 |
| | AMBATTI/SIVANAGA L// | F70051 | REFUND FEE-RENTAL DEPOSIT | 196469 | 11/21/2018 | 11/21/2018 | 500.00 |
| | AMEZCUAJDENISE// | F/69953 | REFUND FEE-RENTAL DEPOSIT | 196382 | 11/01/2018 | 11/01/2018 | 500.00 |
| | AZINGE/CHINYE// | F70112 | REFUND FEE-RENTAL DEPOSIT | 196504 | 12/03/2018 | 12/03/2018 | 500.00 |
| | BOBBANVARA LAKSHMI// | F/69700 | REFUND FEE-RENTAL DEPOSIT | 196473 | 11/21/2018 | 11/21/2018 | 750.00 |
| | BRADLEY/ARIA// | F70635 | REFUND FEE-RENTAL DEPOSIT | 196506 | 12/03/2018 | 12/03/2018 | 250.00 |
| | CONWAY/DONAI// | F70218 | REFUND FEE-RENTAL DEPOSIT | 196511 | 12/03/2018 | 12/03/2018 | 250.00 |
| | DANIELS/STARKEYA// | F/69832 | REFUND FEE-RENTAL DEPOSIT | 196417 | 11/19/2018 | 11/19/2018 | 750.00 |
| | DIEGO/JOANNA// | F70234 | REFUND FEE-RENTAL DEPOSIT | 196517 | 12/03/2018 | 12/03/2018 | 250.00 |
| | GREEN/DUANE// | F/69265 | REFUND FEE-RENTAL DEPOSIT | 196521 | 12/03/2018 | 12/03/2018 | 1,250.00 |
| | HARDWELL/AMBER// | F70244 | REFUND FEE-RENTAL DEPOSIT | 196424 | 11/19/2018 | 11/19/2018 | 250.00 |
| | LIMON/KATHERINE// | F/69668 | REFUND FEE-RENTAL DEPOSIT | 196528 | 12/03/2018 | 12/03/2018 | 250.00 |
| | LOS ANGELES COUNTY | 191206CY | EVENT SECURITY SERVICE | 196427 | 11/19/2018 | 11/19/2018 | 180.84 |
| | LUNAR/MARIE// | F/69968 | REFUND FEE-RENTAL DEPOSIT | 196529 | 12/03/2018 | 12/03/2018 | 500.00 |
| | ROSALES/SALVADOR// | F/67972 | REFUND FEE-RENTAL DEPOSIT | 196439 | 11/19/2018 | 11/19/2018 | 1,250.00 |
| | SHERROD/KHAYLA// | F70220 | REFUND FEE-RENTAL DEPOSIT | 196441 | 11/19/2018 | 11/19/2018 | 250.00 |
| | WALKER/VENUS// | F/69966 | REFUND FEE-RENTAL DEPOSIT | 196452 | 11/19/2018 | 11/19/2018 | 250.00 |
| | YOUNG/SYLVA// | F/69623 | REFUND FEE-RENTAL DEPOSIT | 196456 | 11/19/2018 | 11/19/2018 | 750.00 |
| | | | | | | | 8,800.00 |
| 501-000-200.314 | Const Demo Debris Permit | | | | | | |
| | WONG/HUI QING// | F/69636 | REFUND FEE-CONST/DEMO DEPOSIT | 196454 | 11/19/2018 | 11/19/2018 | 1,500.00 |
| | | | | | | | 1,500.00 |
| 501-000-200.315 | Green Bldg Standards Fee | | | | | | |
| | PETERSEN DEAN ROOFING & SOLAR | F70388 | REFUND FEE-CANCELLED PERMITS | 196534 | 12/03/2018 | 12/03/2018 | 1.00 |
| | | | | | | | 1.00 |
| | | | | | | | 15,461.00 |
| | | | | | | | 15,461.00 |
| | | | | | | | 437,955.55 |

**MINUTES OF THE
LAWDALE CITY COUNCIL REGULAR MEETING
November 5, 2018**

- A. **CALL TO ORDER AND ROLL CALL** – Mayor Pullen-Miles called the meeting to order at 6:31 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 15 audience members

B. **CEREMONIALS**

Mayor Pro-Tem Reid led the flag salute and Pastor George Magdalany, Hope Chapel Hawthorne, provided the inspiration.

There being no objection by City Council, item F-1 was taken out of order and the regular order of business was taken thereafter.

F. **PRESENTATIONS**

1. **Caroline Bustillos - Volunteer with the South Bay Cities Council of Governments and the South Bay Environmental Services Center**

Mayor Pullen-Miles read the certificate of appreciation, City Council presented the certificate to Caroline Bustillos.

C. **PUBLIC SAFETY REPORT**

Captain Tardy summarized recent law enforcement activities.

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

- Lyda Truick, Interim Library Director, briefly spoke about the following library programs: smarty-pants story time; baby story time; “make-mo” activities related to steam; and the slime program.
- Mike Donn, South Bay Bicycle Coalition, spoke about the bicycle diversion program to mitigate bad riding behavior and teaching good bicycle etiquette.
- Carrie and Jim Holland, One Legacy Ambassadors, spoke about the First Look Event of the *Donate Life* float for the Rose Parade.

- Chuck Rundle, Resident, traffic situation on Hawthorne Boulevard and Manhattan Beach Boulevard. He also reminded the audience to get out and vote.
- Randal Abram, spoke about agendas and the current posting process and commended the City for adding the full agenda packets online. He went on to suggest the City add or live stream the video of the meeting online and further digitize the meeting process.
- Jose Padilla, Resident, spoke about wanting a fair opportunity to develop the corner of Manhattan Beach and Hawthorn Boulevard.
- Marge Hinemann, Resident, provided a commentary on voting.

E. COMMENTS FROM COUNCIL

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

G. CONSENT CALENDAR

2. **Motion to read ordinance by title only** (Recommendation: that the City Council read by title only and waive further reading of all ordinances listed on the agenda.)
3. **Status of City Investments** (Recommendation: that the City Council receive and file the Quarterly Investment Report for the quarter ended September 30, 2018.)
4. **Memorandum of Understanding between the City and American Federation of the State, County and Municipal Employees (AFSCME)** (Recommendation: that the City Council adopt Resolution No. CC-1811-048, approving the 2017-2019 Memorandum of Understanding between the City of Lawndale and American Federation of State, County and Municipal Employees, Local 1895, Council 36.)
5. **Accounts Payable Register** (Recommendation: that the City Council adopt Resolution No. CC-1811-045, authorizing the payment of certain claims and demands in the amount of \$738,011.88.)
6. **Minutes of the Lawndale City Council Regular Meeting – October 15, 2018** (Recommendation: that City Council approve.)

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

H. ADMINISTRATION

7. **Appointment to the Beautification Committee** (Recommendation: that: (1) Mayor Pullen-Miles appoints Ms. Karen Escamilla to the Beautification Committee, and (2) that the City Council confirms the appointment by adopting Resolution No. CC-1811-047.)

City Manager Stephen Mandoki reported on the proposed appointment.

A motion by Mayor Pullen-Miles to approve the appointment of Ms. Karen Escamilla to the Beautification Committee by adopting Resolution No. CC-1811-047 was seconded by Councilmember Osborne and carried by a vote of 5-0.

8. **Updated Purchasing Policy** (Recommendation: that the City Council adopt: (1) Resolution No. CC-1811-046, adopting an updated version of Council Policy No. 53-00, and (2) approve the first reading of Ordinance No. 1148-18, amending the City Purchasing Ordinance to replace Chapter 3.08 of the Lawndale Municipal Code.)

Finance Director Ken Louie reported on the proposed update to the City Purchasing Policy.

Councilmember Osborne asked for clarification regarding the Public Works thresholds being changed in this policy update. Staff explained that this policy would only be for City purchases excluding Public Works.

Councilmember Suarez inquired about the “local preference” purchasing provision being effected by the upcoming Ballot Measure. Staff clarified that it would remain the same.

City Attorney Tiffany Israel read of the title of Ordinance No. 1148-18.

A motion by Mayor Pullen-Miles to adopt Resolution No. CC-1811-046 and approve the first reading of Ordinance No. 1148-18 was seconded by Councilmember Osborne and carried by a vote of 5-0.

9. **Updating the Use of Urban Development Action Grant Funds** (Recommendation: that the City Council approve the first reading of Ordinance No. 1149-18, updating Chapter 3.30 of the Lawndale Municipal Code regarding the use of Urban Development Action Grant Funds.)

Finance Director Ken Louie reported on the proposed update on the use of Urban Development Action Grant Funds.

City Attorney Israel read of the title of Ordinance No. 1149-18.

A motion by Councilmember Suarez to approve the first reading of Ordinance No. 1149-18 was seconded by Councilmember Reid and carried by a vote of 5-0

I. CITY MANAGER'S REPORT

City Manager Stephen Mandoki reported on the following: Election Results posted online, City Hall being closed for Veterans Day, upcoming Angel Tree and Field of Honor Events.

J. ITEMS FROM COUNCILMEMBERS

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

Councilmember Kearny spoke about the Field of Honor event and Veteran’s Day.

Councilmember Suarez attended the City's Halloween Haunt event and the South Bay Workforce Investment Board annual dinner.

Councilmember Osborne attended a Southern California Association of Governments meeting and encouraged people to vote.

Mayor Pro Tem Reid attended the City's Halloween Haunt event and spoke about Veteran's Day. He also urged the community to be aware of the stress the holidays might cause on people.

Mayor Pullen-Miles attended the City's Halloween Haunt event and the South Bay Workforce Investment Board annual dinner. The Mayor wished everyone a happy Veteran's Day and Thanksgiving.

K. CLOSED SESSION

At 7:18 p.m. the City Council entered into closed session.

11. Conference with Labor Negotiator

The City Council will conduct a closed session, pursuant to Government Code section 54957.6, with the city attorney, the City's negotiator, regarding labor negotiations with an unrepresented employee, the city manager.

At 7:22 p.m. the City Council entered back into open session.

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

L. ADJOURNMENT

There being no further business to conduct, the Mayor adjourned the meeting at 7:23 p.m.

Robert Pullen-Miles, Mayor

ATTEST:

Rhonda Hofmann Gorman, City Clerk

Approved: ____/____



CITY OF LAWDALE

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

DATE: December 3, 2018
TO: City Council
FROM: Robert Pullen-Miles, Mayor
PREPARED BY: Matthew Ceballos, Assistant City Clerk *MC*
SUBJECT: Advisory Body Appointments – Youth Advisory Committee

BACKGROUND

Pursuant to Council Policy No. 94-09, the Youth Advisory Committee is “an advisory body to the City Council on matters relating to youth and teen programs and activities.” When requested by the City Council, the Committee shall identify the needs of youth and teens and propose new programs intended to meet those needs. The Committee shall periodically review existing programs and shall report its conclusions and recommend actions by the City Council." Committee members serve a two-year term of office that ends on September 30 of each even-numbered year.

STAFF REVIEW

The seven members of the Youth Advisory Committee must be Lawndale residents in grades six through 12, and no older than 18 years of age. Applicants must submit an application for appointment to the City Clerk Department and, if the applicant is a minor, a parent or legal guardian must sign the application.

The City received six applications for appointment to the committee. The committee's liaison, Community Services Supervisor, Sabina Almeida, has reviewed the applications and confirmed that all are qualified.

The following applicants have been reviewed by Mayor Pullen-Miles and have been selected for appointment:

| | | |
|------------------|--------------|---------------|
| Andrew Espindola | Anyelin Lima | April Owens |
| Kaleb Hafner | Katie Barios | Soraya Whaley |

Anticipating that the City Council would approve the Mayor’s appointments, staff has prepared Resolution No. CC-1812-052 for your consideration.

LEGAL REVIEW

City Attorney Tiffany Israel reviewed the resolution and approved it as to form.

FISCAL IMPACT

There are no expenses associated with this action. Therefore, no additional funding is requested.

RECOMMENDATION

Staff recommends that: a) the City Council 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.

Attachments: Applications for appointment (personal contact information redacted)
Resolution No. CC-1812-052

cc: Mike Estes, Director of Community Services Director



CITY OF LAWDALE
APPLICATION FOR APPOINTMENT TO THE
YOUTH ADVISORY COMMITTEE

'18 SEP 20 3:33PM

Applicant's name: Katie Barrios Daytime phone: [REDACTED]
 Parent/guardian's name: Claudia Barrios Daytime phone: [REDACTED]
 Home address: [REDACTED] City: Lawndale Zip: 90260
 E-mail address: [REDACTED] Are you 18 years of age or less? Yes No
 School: Leuzinger High School Grade in school: 11

Do you wish to mention any school activities, community service, church, clubs, or scholastic involvements or achievements?
Band, Key Club.

What special talents, hobbies or characteristics do you have that you can bring to the Youth Advisory Committee?
I am very organized. I am good at coming up with new ideas and very hard working.

What do you think are the greatest needs of Lawndale youth today?
The greatest needs of Lawndale youth are that the youth needs to be more involved with the city.

What qualities do you believe make a good role model for Lawndale youth?
Organized, outgoing, good speaker, and hard working.

State specifically why you wish to serve and why you believe you are qualified for the position. (Use additional paper, if necessary.)
I wish to serve because I feel that I am right for the position and I can really help the community.

References, such as teachers, principals, mentors, school counselors. (Use a separate sheet of paper for additional references.)

Name: Cristina Ulloa Relationship: teacher Daytime Phone: [REDACTED]
 Name: Maichi Tran Relationship: teacher Daytime Phone: [REDACTED]

I hereby certify that this application is complete and true in all respects and understand that any falsification or omission may be cause for disqualification. I understand that references listed may be contacted and understand that information pertaining to my qualifications to serve on the Youth Advisory Committee may be verified. Additionally, I understand that the personal contact information provided on this application is considered confidential but that the remainder of the application may be considered a public record.

Applicant Signature: [REDACTED] Date: 9/19/18

I give permission for my son/daughter to serve as a member of the City of Lawndale Youth Advisory Committee. I understand that the personal contact information provided on this application is considered confidential but that the remainder of the application may be considered a public record.

Parent/Guardian Signature: [REDACTED] Date: 9/19/18

The City of Lawndale does not discriminate on the basis of race, color, religion, national origin, sex, age or handicap status in providing its services, programs, benefits and employment.

For information about the committee, call the Community Services Department (310) 973-3270
RETURN THIS FORM TO:
 CITY CLERK, CITY OF LAWDALE, 14717 BURIN AVENUE, LAWDALE, CA. 90260



**CITY OF LAWDALE
APPLICATION FOR APPOINTMENT TO THE
YOUTH ADVISORY COMMITTEE**

Applicant's name: Andrew Espindola Daytime phone: [REDACTED]
 Parent/guardian's name: Claudia Espindola Daytime phone: [REDACTED]
 Home address: [REDACTED] City: Lawndale Zip: 90260
 E-mail address: [REDACTED] Are you 18 years of age or less? Yes No
 School: Da Vinci Design Grade in school: 11

Do you wish to mention any school activities, community service, church, clubs, or scholastic involvements or achievements?
I am enrolled in Ghetto Film school, have a 3.6 GPA for UC's.

What special talents, hobbies or characteristics do you have that you can bring to the Youth Advisory Committee?

I have leader qualities, am well known among my peers and put forth my best effort, I am witty, I bring humor when needed and one of the most trustworthy people you'll meet.

What do you think are the greatest needs of Lawndale youth today?

We need to have greater involvement in the community, we have so much to offer but no one knows. We need to change that and make our city thrive.

What qualities do you believe make a good role model for Lawndale youth?

good qualities include being outgoing, passionate, fearless and trustworthy as those 4 all tie into one other, making them a must have.

State specifically why you wish to serve and why you believe you are qualified for the position. (Use additional paper, if necessary.)

I am qualified because I have served a term already, I put forth my time into helping and participating and with the right ~~team~~ we can get YAC to become well known in our community.

References, such as teachers, principals, mentors, school counselors. (Use a separate sheet of paper for additional references.)

Name: Eric How Daytime Phone: [REDACTED]
 Name: Mantea Robinson Daytime Phone: [REDACTED]

I hereby certify that this application is complete and true in all respects and understand that any falsification or omission may be cause for disqualification. I understand that references listed may be contacted and understand that information pertaining to my qualifications to serve on the Youth Advisory Committee may be verified. Additionally, I understand that the personal contact information provided on this application is considered confidential but that the remainder of the application may be considered a public record.

Applicant Signature: [REDACTED] Date: 10-26-18

I give permission for my son/daughter to serve as a member of the City of Lawndale Youth Advisory Committee. I understand that the personal contact information provided on this application is considered confidential but that the remainder of the application may be considered a public record.

Parent/Guardian Signature: [REDACTED] Date: 10-26-18

The City of Lawndale does not discriminate on the basis of race, color, religion, national origin, sex, age or handicap status in providing its services, programs, benefits and employment.

For information about the committee, call the Community Services Department (310) 973-3270
RETURN THIS FORM TO:
 CITY CLERK, CITY OF LAWDALE, 14717 BURIN AVENUE, LAWDALE, CA. 90260



CITY OF LAWNDALE
APPLICATION FOR APPOINTMENT TO THE
YOUTH ADVISORY COMMITTEE

18 SEP 18 3:44PM

Applicant's name: Kaleb Hafner
 Parent/guardian's name: Ryan Hafner
 Home address: [REDACTED]
 E-mail address: [REDACTED]
 School: Environmental Charter School

Daytime phone: [REDACTED]
 Daytime phone: [REDACTED]
 City: Lawndale Zip: 90260
 Are you 18 years of age or less? Yes No
 Grade in school: 10

Do you wish to mention any school activities, community service, church, clubs, or scholastic involvements or achievements?

Please see attached document

What special talents, hobbies or characteristics do you have that you can bring to the Youth Advisory Committee?

Please see attached document

What do you think are the greatest needs of Lawndale youth today?

Please see attached document

What qualities do you believe make a good role model for Lawndale youth?

Please see Attached document

State specifically why you wish to serve and why you believe you are qualified for the position. (Use additional paper, if necessary.)

Please See Attached document

References, such as teachers, principals, mentors, school counselors. (Use a separate sheet of paper for additional references.)

Name: _____ Relationship: _____ Daytime Phone: _____

Name: _____ Relationship: _____ Daytime Phone: _____

I hereby certify that this application is complete and true in all respects and understand that any falsification or omission may be cause for disqualification. I understand that references listed may be contacted and understand that information pertaining to my qualifications to serve on the Youth Advisory Committee may be verified. Additionally, I understand that the personal contact information provided on this application is considered confidential but that the remainder of the application may be considered a public record.

Applicant Signature: [REDACTED] Date: 9/11/18

I give permission for my son/daughter to serve as a member of the City of Lawndale Youth Advisory Committee. I understand that the personal contact information provided on this application is considered confidential but that the remainder of the application may be considered a public record.

Parent/Guardian Signature: [REDACTED] Date: 9/11/2018

The City of Lawndale does not discriminate on the basis of race, color, religion, national origin, sex, age or handicap status in providing its services, programs, benefits and employment.

For information about the committee, call the Community Services Department (310) 973-3270
RETURN THIS FORM TO:
 CITY CLERK, CITY OF LAWNDALE, 14717 BURIN AVENUE, LAWNDALE, CA. 90260

Kaleb Hafner



September 11, 2018

City of Lawndale – Application for Appointment to the Youth Advisory Committee

Do you wish to mention any school activities, community service, church, clubs, or scholastic involvement or achievements?

I was Peer Mediator for three years at Ramona Elementary. I signed up for Peer Mediator because I like to help people and give advice on how to handle confrontations. I was enrolled in Realizing Amazing Potential, RAP It's an after-school program. In RAP, I helped the staff on special projects, help keep the school clean, and organized. I was also in my school band for two year and we won twelve trophies the last two years. For state testing I received two medals for scoring proficient. Also, in the 8th grade I got honor Roll for the whole school year. I'm currently going to Environmental Charter High School (ECHS) where I have 48 hours of community service for helping the city of Lawndale and my school this past year and helping my teachers with school events. Also, during my last school year three others and myself presented a green space concept to my fellow classmates, teachers, parents, and for the mayor of Gardena that was very well liked by everyone who saw the green space concept that my group did.

What special talents, hobbies or characteristics do you have that you can bring to the Youth Advisory Committee?

I currently play soccer and karate. I like to read action/fiction books. What characteristics I could bring to the Youth Advisory Committee – YAC is the willingness to help people when they are in need or helping Lawndale when they do their special events and also putting on our own special events for the community of Lawndale.

What do you think are the greatest needs of Lawndale youth today?

The greatest needs for the Lawndale youth today is to have a place where they can hang out with friends besides school, the mall, and or the park they should have a place where they can be their selves without any adults or teachers around them watching them. Also, I believe that kids of Lawndale should have a place to get homework help or other kind of school work help outside of schools.

What qualities do you believe make a good role model for Lawndale?

What qualities make a good role model for Lawndale is a person who likes to be involved in school, their community, and who likes to help people out who need help even when they don't say they need the help.

State specifically why you wish to serve and why you believe you are qualified for the position.

I want to serve because I like to help people. I have served on the Youth Advisory Committee, YAC for four years. I have helped serve my Community in the special events that Lawndale has done for the past four years. I would like to continue to serve my Community and to continue to participate in the YAC Committee.

References, such as teachers, principals, mentors and school counselors.

Name: Rhonda Gorman
Name: Rob Surlano

Relationship: Mentor
Relationship: Neighbor



9/11/18



CITY OF LAWNSDALE APPLICATION FOR APPOINTMENT TO THE YOUTH ADVISORY COMMITTEE

Applicant's name: Ayelin Lima

Daytime phone: [REDACTED]

Parent/guardian's name: Jose Lima

Daytime phone: [REDACTED]

Home address: [REDACTED]

City: Lawndale Zip: 90260

E-mail address: [REDACTED]

Are you 18 years of age or less? Yes No
less

School: Lawndale Highschool

Grade in school: 11th

Do you wish to mention any school activities, community service, church, clubs, or scholastic involvements or achievements?

What special talents, hobbies or characteristics do you have that you can bring to the Youth Advisory Committee?

What do you think are the greatest needs of Lawndale youth today?

What qualities do you believe make a good role model for Lawndale youth?

State specifically why you wish to serve and why you believe you are qualified for the position. (Use additional paper, if necessary.)

References, such as teachers, principals, mentors, school counselors. (Use a separate sheet of paper for additional references.)

Name: Hitalo

Daytime Phone: [REDACTED]

Name: Vivian

Daytime Phone: [REDACTED]

I hereby certify that this application is complete and true in all respects and understand that any falsification or omission may be cause for disqualification. I understand that references listed may be contacted and understand that information pertaining to my qualifications to serve on the Youth Advisory Committee may be verified. Additionally, I understand that the personal contact information provided on this application is considered confidential but that the remainder of the application may be considered a public record.

Applicant Signature: [REDACTED]

Date: 10/17/18

I give permission for my son/daughter to serve as a member of the City of Lawndale Youth Advisory Committee. I understand that the personal contact information provided on this application is considered confidential but that the remainder of the application may be considered a public record.

Parent/Guardian Signature: [REDACTED]

Date: 10/17/18

The City of Lawndale does not discriminate on the basis of race, color, religion, national origin, sex, age or handicap status in providing its services, programs, benefits and employment.

For information about the committee, call the Community Services Department (310) 973-3270
RETURN THIS FORM TO:
CITY CLERK, CITY OF LAWNSDALE, 14717 BURIN AVENUE, LAWNSDALE, CA. 90260

I feel like I qualify to be part of the youth committee because I have a lot of experience when it comes to working with other people especially teenagers my age. I attend church regularly and I have helped plan and create many activities for our youth group like retreats and services for them. I have also helped decorate and set up events like mother day and father day. I also participate in dramas that our church puts together or sometimes I create and put together one of my own. I have also participated in feeding the homeless in many occasions for Thanksgiving and Christmas. I have also taught the kids at our church for a little while but now I due to my busy schedule.

I have also been part of the choir group in our church for 4 years and I have really enjoyed it. I have practiced every tuesday and also every sunday at 7:00 am. We sing every weekend and once a month for the youth services. I have also been part of the dance group in our church for about 3 years now. We have practices every saturday and We come up with dances for weddings or fifteens that people want us to participate in. We also do a dance every new years and dance every two weeks on a sunday. I love to dance because it teaches me discipline and hard work because I have to be committed to going to practice every saturday and to putting into effort into memorizing and learning every step that they teach us. I also had to learn how to work with different instrument so that I could be able to do different types of dances which are either praise dances our upbeat ones. I have also created my own dances to take out as specials in my church and have also preached on various occasions. I am very committed to every activity that I do because I like to put my 100% into everything that I do. I really like helping others and I am also a very creative person. So I enjoy creating events where I can express myself through decoration and putting new ideas into reality.

I also participate in clubs at school. I am currently part of the Red cross club and friendship club. I decided to join this clubs because I really wanted to give back to the community and I would be able to do that through the Red cross club because I will be able to help people who are in need and who have suffered tragedies. I would be able to put a little positivity into the world by showing people that they are not alone and that they are people who care for them. Also being part of friendship club has been an incredible experience. Being able to work with a special needs person has really opened my eyes and made me realize that we need to be more accepting of them because their incredible people who are just like us. I love working with my buddy Andrew who's face lights up everytime I talk to him and seeing him laugh while we play duck duck goose has been an amazing experience for me and I really hope that I make his day better every time he's around me. I was also part of the wrestling team at Lawndale for about two years and it was also a really nice experienced. It taught me a lot of commitment and discipline. Having to discipline myself to eat healthy and to cut weight, and having to be there after school everyday was really tough but also very rewarding once i stepped on the matt. I loved having the opportunity to show that girls are as tough if not tougher than guys. It showed me that just because I'm a girl doesn't mean that I can't do a sport that is dominated by men. It taught me a lot and I hope to one day in the future practice wrestling again.

I think what Lawndale Youth really needs is a safe place where they feel comfortable to express themselves with others. Also a support system that not only supports them in an educational way but also in an emotional way. To be able to have events where it can be focused on things they enjoy like sports, movies, plays, books, ect. Also teaming up with other companies to plan activities such as obstacle course, a water park just things were the youth could take a break from their crazy schedules, and enjoy themselves and be among other people. I feel like I possessed all the requirements necessary to be part of something this big. I am responsible and committed to giving my 100% into anything that we do. To always bring the best ideas and to always contribute to the well-being of our youth. I just think that this would be an incredible experience that will help me prepare for the future and learn a lot about myself and others. I really hope you consider me to be part of your committee it would be an honor of me to give back to my community and the people in it.



**CITY OF LAWNDALE
APPLICATION FOR APPOINTMENT TO THE
YOUTH ADVISORY COMMITTEE**

Applicant's name: April Owens
 Parent/guardian's name: Annette Owens
 Home address: [Redacted]
 E-mail address: [Redacted]
 School: Da Vinci Science High School

Daytime phone: [Redacted]
 Daytime phone: [Redacted]
 City: Lawndale Zip: 90260
 Are you 18 years of age or less? Yes No
 Grade in school: 11

Do you wish to mention any school activities, community service, church, clubs, or scholastic involvements or achievements?

- Da Vinci Science High School High Honors (2018)
- Da Vinci Youth Government
- Lula Washington Youth Dance Ensemble, Advanced Tap Dance Company
- Society of Women Engineers
- Holy Nativity (acolyte)

What special talents, hobbies or characteristics do you have that you can bring to the Youth Advisory Committee?

I love to write and I consider myself an effective communicator. I have lots of connections within my community that I can use to improve/provide resources for Lawndale.

What do you think are the greatest needs of Lawndale youth today?

I think Lawndale youth need better, more personalized educations. Kids often end up feeling lost or ignored in school which hinders their education.

What qualities do you believe make a good role model for Lawndale youth?

Someone who is curious, passionate, and cares about their education and their community.

State specifically why you wish to serve and why you believe you are qualified for the position. (Use additional paper, if necessary.)

I believe that YAC is the best way for me to be civically engaged, which is very important to me. I take on multiple leadership roles in my school and my neighborhood because I want to do everything I can to be involved.

References, such as teachers, principals, mentors, school counselors. (Use a separate sheet of paper for additional references.)

Name: Tamica Washington Relationship: Dance Director Daytime Phone: [Redacted]

Name: Reverend Peter H. Road Relationship: Pastor Daytime Phone: [Redacted]

I hereby certify that this application is complete and true in all respects and understand that any falsification or omission may be cause for disqualification. I understand that references listed may be contacted and understand that information pertaining to my qualifications to serve on the Youth Advisory Committee may be verified. Additionally, I understand that the personal contact information provided on this application is considered confidential but that the remainder of the application may be considered a public record.

Applicant Signature: [Redacted]

Date: 9/11/18

I give permission for my son/daughter to serve as a member of the City of Lawndale Youth Advisory Committee. I understand that the personal contact information provided on this application is considered confidential but that the remainder of the application may be considered a public record.

Parent/Guardian Signature: [Redacted]

Date: 9/11/18

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For information about the committee, call the Community Services Department (310) 973-3270

RETURN THIS FORM TO:

CITY CLERK, CITY OF LAWNDALE, 14717 BURIN AVENUE, LAWNDALE, CA. 90260



CITY OF LAWNDALE APPLICATION FOR APPOINTMENT TO THE YOUTH ADVISORY COMMITTEE

Applicant's name: Soraya Whaley Daytime phone: [REDACTED]
 Parent/guardian's name: Adelaida Castillo Daytime phone: [REDACTED]
 Home address: [REDACTED] City: Lawndale Zip: 90260
 E-mail address: [REDACTED] Are you 18 years of age or less? Yes No
 School: Jane Addams Middle School Grade in school: 6

Do you wish to mention any school activities, community service, church, clubs, or scholastic involvements or achievements?
 I am in cheer at JAMS and I play in a community basketball league.

What special talents, hobbies or characteristics do you have that you can bring to the Youth Advisory Committee?
 Some of my talents are that I am creative, I know things that will attract the youth, and I am not shy. It is easy for me to make new friends.

What do you think are the greatest needs of Lawndale youth today?
 I think the greatest needs of the lawndale youth is to be well rounded and have more weekend opportunities, like a local/community swimming pool for all ages to take swimming lessons.

What qualities do you believe make a good role model for Lawndale youth?
 I am a leader, smart, brave, not afraid to share my opinion, and I listen to other peoples ideas and perspectives.

State specifically why you wish to serve and why you believe you are qualified for the position. (Use additional paper, if necessary.)

I wish to serve because I believe in change for the better and want to get more involved with the youth in our community. I want to begin volunteering more and I have experince helping with a family reunion. My qualifications include leadership skills such as, can get the word out, enjoy meeting new people, and like giving back.

References, such as teachers, principals, mentors, school counselors. (Use a separate sheet of paper for additional references.)

Name: Mrs. Welch Relationship: Teacher Daytime Phone: [REDACTED]
 Name: Mr. Chaisema Relationship: Cheer coach Daytime Phone: [REDACTED]

I hereby certify that this application is complete and true in all respects and understand that any falsification or omission may be cause for disqualification. I understand that references listed may be contacted and understand that information pertaining to my qualifications to serve on the Youth Advisory Committee may be verified. Additionally, I understand that the personal contact information provided on this application is considered confidential but that the remainder of the application may be considered a public record.

Applicant Signature: [REDACTED] Date: 11/19/18

I give permission for my son/daughter to serve as a member of the City of Lawndale Youth Advisory Committee. I understand that the personal contact information provided on this application is considered confidential but that the remainder of the application may be considered a public record.

Parent/Guardian Signature: [REDACTED] Date: 11/19/18

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For information about the committee, call the Community Services Department (310) 973-3270
RETURN THIS FORM TO:
 CITY CLERK, CITY OF LAWNDALE, 14717 BURIN AVENUE, LAWNDALE, CA. 90260

RESOLUTION NO. CC-1812-052

**A RESOLUTION OF THE CITY COUNCIL
OF THE CITY OF LAWNSDALE, CALIFORNIA
CONFIRMING APPOINTMENTS TO THE LAWNSDALE
YOUTH ADVISORY COMMITTEE**

WHEREAS, the City Council established the Youth Advisory Committee on October 7, 2013, by adopting Resolution No. CC-1310-048 and amending Council Policy No. 94-09; and

WHEREAS, the Youth Advisory Committee shall be made of up to seven Lawnsdale residents in grades six through twelve and who are 18 years old or younger; and

WHEREAS, pursuant to LMC Section 2.40.230, Youth Advisory Committee members serve a two-year term beginning October 1st of each even-numbered year and ending September 30th of the succeeding even-numbered year; and

WHEREAS, the City Clerk Department has received applications for appointment to the Youth Advisory Committee; and

WHEREAS, the Community Services Department staff has reviewed the applications and determined that the applicants are qualified for appointment; and

WHEREAS, pursuant to LMC Section 2.40.030, Youth Advisory Committee members are appointed by the mayor, with the approval of the City Council; and

WHEREAS, the applications were reviewed by the mayor and City Council; and

WHEREAS, the mayor desires to appoint applicants to the Youth Advisory Committee, and the City Council desires to confirm the appointments.

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

SECTION 1. The City Council approves the mayor's appointment of the following as members of the Lawnsdale Youth Advisory Committee:

SECTION 2. The Youth Advisory Committee members shall serve a term commencing immediately and expiring on September 30, 2020, unless earlier removed.

PASSED, APPROVED AND ADOPTED this 3rd 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-1812-052 at a regular meeting of said Council held on the 3rd 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



CITY OF LAWDALE

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

DATE: December 3, 2018

TO: Honorable Mayor and City Council

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

PREPARED BY: Raylette Felton, Assistant to the City Manager/ Human Resources Director *RF*

SUBJECT: APPROVAL OF THE SCHEDULE OF SALARIES AND BENEFITS FOR DESIGNATED CENTRAL MANAGEMENT EMPLOYEES AND THE THIRD AMENDMENT TO CITY MANAGER AGREEMENT

BACKGROUND

The City of Lawndale's Central Management Team (CMT) employee's terms of employment, salaries and benefits are approved and adopted by City Council by resolution. On September 2, 2014, City Council approved Resolution No. CC-1409-048, which amended and restated the CMT resolution. Since then, the CMT resolution was amended in July 2016 to update/ modify the salary schedule and add the Director of Municipal Services position to the CMT classification plan. The Central Management Team (CMT) and City Manager engaged in discussions to replace and update the existing resolution for City Council's consideration.

In April 2011, the City of Lawndale entered into an agreement with Stephen N. Mandoki to serve as the City Manager. This agreement outlined the terms and conditions of the City Manager's continued employment with the City, to include salary and benefits. Since then, the City Manager's agreement was amended in September 2011 and September 2014 to make necessary changes with respect to salary, pension reform, and state legislation concerning employment contracts between local agencies.

As a result of the recent benefit changes that occurred during the negotiations between the City and AFSCME represented employees, the City now desires to update, replace and/or make changes to the both the CMT resolution and City Manager's agreement, which have been agreed to by CMT and the City Manager.

STAFF REVIEW

Upon discussions with the City Manager and CMT, City Council has decided to modify the CMT resolution and amend the agreement with the City Manager to clarify the terms and conditions of employment afforded to CMT employees to maintain consistency with current City policy and changes made with the AFSCME memorandum of understanding, which covers the City's represented employees. The following is a summary of the updated items in the new CMT Resolution and the City Manager's agreement:

- Termination: modify language to clarify/define termination for cause and change the severance amount to three (3) months for terminations without cause for employees covered under the CMT Resolution.
- Holidays: add language to clarify floating holiday accruals, use and payment upon separation for employees covered under the CMT Resolution.
- Bereavement Leave: modify and clarify language to redefine immediate family members and remove language that provides bereavement leave for medical emergencies of family members for employees covered under the CMT Resolution.
- Administrative Leave: modify and change Administrative Leave to Executive Leave; add a separate provision regarding leave accruals, usage and payment upon separation for employees covered under the CMT Resolution.
- Flexible Benefits: reduce the City's Flexible Benefit contribution by \$100 to maintain compliance with Section 125 Cafeteria Plan requirements; modify language to eliminate the cash out of the City's Flexible Benefit Contribution for new employees hired after City Council approval of resolution; modify language regarding allocation of flex benefits for deferred compensation for employees covered under the CMT Resolution and the City Manager's agreement.
- Automobile Allowance: modify/transfer the \$100 Flexible Benefit contribution to the automobile allowance for employees covered under the CMT Resolution.
- Deferred Compensation: modify/transfer the \$100 Flexible Benefit contribution to the deferred compensation match program for the City Manager's agreement.

With the pending retirement of the Director of Finance/ City Treasurer in December 2018, the current special compensation assigned to the position, as approved by City Council in July 2010, will be eliminated and the salary range of \$9,909 – \$12,044 per month, which is commensurate with the other director-level positions, will be reinstated.

Additionally, minor language changes and formatting adjustments were made throughout the new CMT Resolution.

COMMISSION REVIEW

N/A

LEGAL REVIEW

The City Attorney's Office has provided input on the attached CMT Resolution and Third Amendment to the City Manager's agreement and approves as to form.

FUNDING

There are no additional costs associated with this agreement, as there are no increases in salary or benefits. The \$100 per month increase in automobile allowance for employees covered under the CMT resolution and the deferred compensation match for the City Manager's agreement is currently budgeted under the Flexible Benefits Contribution and will be transferred from the Flexible Benefit Contribution to the automobile allowance and deferred compensation line items to accommodate this change.

RECOMMENDATION

Staff recommends that the City Council 1) adopt Resolution No. CC-1812-050, approving the Resolution for Salary and Benefits for the Central Management Team; and 2) approve the Third Amendment to the City Manager Agreement.

Attachment (s): 1). Resolution No. CC-1812-050 Adoption of Salary and Benefits for CMT employees
2). Third Amendment to the City Manager's Agreement

ATTACHMENT 1

Resolution No. CC-1802-050

**Resolution of the City Council of the City of Lawndale,
California Adopting the Schedule of Salaries and Benefits for
Designated Central Management Employees effective
December 3, 2018**

RESOLUTION NO. CC-1812-050

**A RESOLUTION OF THE CITY COUNCIL
OF THE CITY OF LAWNSDALE, CALIFORNIA
ADOPTING THE SCHEDULE OF SALARIES AND
BENEFITS FOR DESIGNATED CENTRAL MANAGEMENT
EMPLOYEES EFFECTIVE DECEMBER 3, 2018**

WHEREAS, Section 36506 of the California Government Code requires that the city council fix the compensation of all appointive officers and employees by resolution or ordinance; and

WHEREAS, Section 2.12.030 of the City of Lawndale ("City") Municipal Code similarly requires that the salaries and compensation of officers and employees of the City shall be as established by resolution of the City Council; and

WHEREAS, the City Council has historically adopted a resolution known as the "Schedule of Salaries and Benefits for Central Management Employees" to memorialize the salaries and benefits to be provided to certain designated central management employees, the City's department directors, as distinguished from mid-management, classified, part-time and/or other City employees; and

WHEREAS, after discussions between the City Council, City Manager and affected central management employees regarding updating the pre-existing Schedule of Salaries and Benefits for Central Management Employees, the City Council now desires to adopt an updated resolution of salaries, compensation and benefits for certain central management employees, which supersedes any and all pre-existing salary and compensation resolutions for Central Management Employees, including, but not limited to Resolution Nos. CC-0711-076, CC-0807-040, CC-0809-058, CC-0906-039, CC-1007-038, CC-1106-049, CC-1110-074, CC-1207-052, CC-1409-048, and CC-1606-039.

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

SECTION 1. That the "City of Lawndale Schedule of Salaries and Benefits for Central Management Employees Effective December 3, 2018," a copy of which is attached hereto and incorporated herein, is approved.

PASSED, APPROVED AND ADOPTED this 3rd 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-1812-050 at a regular meeting of said Council held on the 3rd 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

CITY OF LAWNSDALE
SCHEDULE OF SALARY AND BENEFITS FOR
CENTRAL MANAGEMENT EMPLOYEES
EFFECTIVE DECEMBER 3, 2018

ARTICLE I **INTRODUCTION**

Section 01. **AFFECTED EMPLOYEES.** This Schedule of Salary and Benefits for Central Management Employees (the "CME Compensation Schedule") shall be in force and effect for the following classifications of central management employees with the City of Lawndale ("City"), hereinafter referred to as the "Affected Employee(s)":

- Assistant City Clerk
- Assistant to the City Manager/HR Director
- Director of Community Services
- Director of Municipal Services
- Director of Community Development
- Director of Finance/City Treasurer
- Director of Public Works/ City Engineer

ARTICLE II **SALARY**

Section 01. **BASIC COMPENSATION PLAN.** There is hereby maintained and restated a basic compensation plan for the Affected Employees who are now employed, or will in the future be employed, in any of the designated positions of employment set forth in Article I, Section 01 above. The salary and wage schedule set forth below shall constitute the basic compensation plan for these Affected Employees consisting of a range of pay available and identified by position.

Section 02. **SALARY AND WAGE SCHEDULE.** The Affected Employees shall have the following monthly pay ranges, which shall become effective upon passage of a resolution by City Council. The salary tables shall be effective as indicated below:

Effective December 3, 2018:

| Position | A | B | C | D | E |
|---|--------|--------|--------|--------|--------|
| Assistant City Clerk | 8,559 | 8,987 | 9,437 | 9,909 | 10,404 |
| Assistant to the City Manager/HR Director | 8,559 | 8,987 | 9,437 | 9,909 | 10,404 |
| Director of Community Services | 8,559 | 8,987 | 9,437 | 9,909 | 10,404 |
| Director of Municipal Services | 8,559 | 8,987 | 9,437 | 9,909 | 10,404 |
| Director of Community Development | 9,909 | 10,405 | 10,925 | 11,471 | 12,044 |
| Director of Finance/City Treasurer | 10,922 | 11,468 | 12,041 | 12,643 | 13,275 |
| Director of Public Works/ City Engineer | 9,909 | 10,405 | 10,925 | 11,471 | 12,044 |

Effective January 1, 2019:

| Position | A | B | C | D | E |
|---|-------|--------|--------|--------|--------|
| Assistant City Clerk | 8,559 | 8,987 | 9,437 | 9,909 | 10,404 |
| Assistant to the City Manager/HR Director | 8,559 | 8,987 | 9,437 | 9,909 | 10,404 |
| Director of Community Services | 8,559 | 8,987 | 9,437 | 9,909 | 10,404 |
| Director of Municipal Services | 8,559 | 8,987 | 9,437 | 9,909 | 10,404 |
| Director of Community Development | 9,909 | 10,405 | 10,925 | 11,471 | 12,044 |
| Director of Finance/City Treasurer | 9,909 | 10,405 | 10,925 | 11,471 | 12,044 |
| Director of Public Works/ City Engineer | 9,909 | 10,405 | 10,925 | 11,471 | 12,044 |

For the purpose of calculating hourly wages as they pertain to payment of accrued leaves specifically provided for in this CME Compensation Schedule or for any other required or necessary hourly rate determination, the hourly rate of pay shall be the monthly rate multiplied by twelve (12) and divided by 2080 rounded to the nearest cent.

Effective July 6, 2010, the salary of incumbent Director of Finance/City Treasurer, Ken Louie, was established at \$138,776 annually (\$11,565 / mo.), a 7% salary increase pursuant to Resolution No. CC-1007-038. With the 4% salary increase due to offsetting cost related to employee CalPERS member contributions pursuant to Resolution No. CC-1110-074 and a 1% salary increase, Ken Louie's salary was \$144,327 annually (\$12,027 / mo.). Effective July 1, 2013, Ken Louie received a 3% salary increase, bringing his salary to \$148,656 annually (\$12,388 / mo.). Ken Louie shall be entitled to those salary increases provided to other employees covered by this CME Compensation Schedule, i.e. a 1% salary increase to be effective January 1, 2015 (salary of \$12,513 / mo.), a 3% salary increase effective July 1, 2015 (salary of \$12,888 / mo.), and a 3% salary increase effective July 1, 2016 (salary of \$13,275 / mo.). These salaries are outside the established range for the Director of Finance/City Treasurer, and have been approved by the City Council for Ken Louie only. Future hires will revert back to the range listed in the table above (effective January 1, 2019).

Section 03. **LEVEL OF COMPENSATION.** The compensation of all Affected Employees shall be determined on a merit basis, and said employees shall initially be placed, at time of appointment by the City Manager, at a pay step within the applicable pay ranges as herein established.

Section 04. **WORK SCHEDULES.** For the Affected Employees, the workweek shall be that specified in Rule 6.05 of the City's Personnel Rules and Regulations. The City is currently operating under a 4/10 work schedule. Said 4/10 schedule shall consist of ten (10) hours per day, four (4) days per week, Monday through Thursday. The established work hours for all Affected Employees are 7:00 a.m. to 6:00 p.m., Monday through Thursday.

Section 05. **FLSA EXEMPT STATUS.** The City designates the Affected Employees as exempt from overtime for purposes of the Fair Labor Standards Act ("FLSA"). The City shall comply with all applicable state and federal standards, regulations and laws relative to its designations of these employees as exempt for FLSA purposes.

Section 06. **SERVICE.** The word "service," as used in this CME Compensation Schedule, shall be defined to mean continuous, full-time service in the Affected Employee's present classification,

service in a higher classification, or service in a classification allocated to the same salary range and having generally similar duties and requirements. A lapse of service by an Affected Employee for a period of time longer than thirty (30) calendar days by reason of resignation or discharge shall serve to terminate and eliminate the accumulated length of service time of such employee for the purpose of compensation eligibility and leave accrual under this CME Compensation Schedule. Such employee reentering the service of the City shall be considered as a new employee, except that the employee may be re-employed within one (1) year and placed in the same salary range in the appropriate position as the employee was at the time of the termination of employment, at the discretion of the City Manager.

Section 07. **ADVANCEMENT WITHIN SCHEDULE.** An Affected Employee shall be considered for advancement within the steps of the Salary and Wage Schedule set forth above at the discretion of the City Manager. The City Manager shall evaluate all Affected Employees on an annual basis as determined by the initial hire date. If it is determined that an Affected Employee is eligible for an advancement, the effective date of the advancement shall be the first payroll period following the City Manager's approval unless otherwise specified by the City Manager. Advancements within the salary range may be granted, based on merit, if an Affected Employee demonstrates exceptional ability and proficiency in the performance of the employee's duties as determined by the City Manager.

Section 08. **EMPLOYMENT STATUS.** All Affected Employees are deemed to be "at-will" employees serving solely at the pleasure of the City Manager and are subject to dismissal without notice and without cause whatsoever; and without any right of due process hearing, including any so-called "Skelly" pre-disciplinary notice and response or post-termination appeal hearing. In the event of such voluntary or involuntary termination, the sole and entire right of any Affected Employee shall be to receive compensation, if any, which vested prior to the date of the termination, and those severance benefits, if any, as provided for herein under Article IV, Sections 1 and 2.

ARTICLE III **OTHER COMPENSATION**

Section 01. **LONGEVITY PAY.** All Affected Employees who have completed five (5) full years of service with the City shall receive a longevity bonus in the form of an annual lump sum payment of one hundred and fifty dollars (\$150). Those who have completed ten (10) full years of service shall receive an annual lump sum payment of four hundred dollars (\$400). Said payments shall be paid on the first payroll following the Affected Employee's anniversary date of hire.

Section 02. **CAREER DEVELOPMENT PROGRAM.** Affected Employees receiving prior written approval from the City Manager shall be eligible to receive tuition reimbursement pursuant to this CME Compensation Schedule for course work leading to or as a prerequisite for a degree or certification which is directly related to the Affected Employee's position and duties with the City.

The City shall reimburse an Affected Employee's costs for required school fees such as tuition, registration fees, books and parking costs, subject to the limits set forth in this Article. Other fees such as mileage, activity cards and other optional fees and lab fees shall not be reimbursed. The following rules shall apply for reimbursement:

- A. Courses, degrees and certifications must relate to the Affected Employee's position or be directly related to the employee's potential development with the City.

- B. Course work taken only at institutions accredited by nationally recognized accrediting agencies that the federal Secretary of Education has determined to be reliable authorities as to the quality of such education or training offered shall be considered for reimbursement. Correspondence courses shall not be eligible. Reimbursement for course work taken at a non-accredited institution shall be subject to the sole discretion of the City Manager.
- C. Affected Employees shall only receive tuition reimbursement if they satisfactorily complete the approved course with a "pass" or grade of "C" or better.
- D. In the event an Affected Employee receives assistance under federal or state government legislation or other student aid program for education charges for an approved course, only the difference, if any, between such assistance and the education charges an employee actually incurs, shall be eligible for reimbursement under this program.
- E. Upon completion of each course, an Affected Employee shall be responsible for reporting grades received to the Personnel Department for recording purposes and for supplying a copy of the grade receipt for the employee's personnel file.

Reimbursement for books and registration fees shall be paid upon proof of payment by the Affected Employee. Tuition costs shall be reimbursed following completion of the course and submittal of proof for the successful completion of the course as required by this Article. If the City requires the employee to withdraw from the course, the City shall reimburse the employee for the cost of tuition. All payments shall be made as part of the regular City warrant.

Failure on the part of an Affected Employee to provide any information required to determine eligibility for reimbursement, or providing false information for reimbursement requests, shall result in the employee being ineligible for any future tuition reimbursements, and may result in disciplinary action.

Section 03. **LIMITATIONS ON TUITION REIMBURSEMENT.** No Affected Employee shall be reimbursed for any individual course in an amount greater nine hundred dollars (\$900) per semester. In no case shall the total amount of tuition reimbursement for individual courses provided to an Affected Employee in a given fiscal year exceed one thousand eight hundred dollars (\$1,800).

ARTICLE IV **TERMINATION**

Section 01. **SEVERANCE BENEFITS.** In the event an Affected Employee is terminated for any reason other than for cause, and if the Affected Employee does not challenge such termination, including but not limited by means of a civil or administrative claim, then the City shall pay the Affected Employee severance in amount equivalent to the employee's monthly base salary then in effect multiplied by three (3) months ("severance benefit"), less applicable deductions and excluding the value of deferred compensation and the value any other benefits. Prior to such termination, in order to be eligible for severance as provided in this Article, an Affected Employee must have worked for the City a minimum of six (6) months. Any and all severance benefits are conditioned upon and in consideration for execution of a standard agreement of separation, severance, and general release in a form approved by the City Attorney.

Section 02. **SOLE AND ENTIRE BENEFITS.** The foregoing Article IV, Section 1, shall be the sole and entire obligation of the City upon the termination of any Affected Employee. Nothing herein is intended to grant any Affected Employee a property interest or other due process right or entitlement in his/her employment with the City, nor provide any right to a due process hearing prior to termination.

Section 03. **TERMINATION FOR CAUSE.** In the event an Affected Employee is terminated for cause as defined in Article IV, Section 1, the employee shall not be entitled to any severance benefit as provided for in Article IV, Section 1. Should an Affected Employee resign or otherwise initiate termination of his or her employment with the City, then the City shall have no obligation to pay the severance provided for above.

For the purposes of this Resolution, “cause” for termination shall include, but not be limited to, the following: (1) willful or persistent material breach of duties or inattention to duties, (2) résumé fraud or other acts of material dishonesty, (3) unauthorized or excessive absence or leave, (4) conviction of a misdemeanor involving moral turpitude (i.e., offenses contrary to justice, honesty, or morality), (5) conviction of a felony under California law, (6) violation of the City’s anti-harassment policies and/or a finding that legally prohibited personal acts of harassment against a City official or employee or legally prohibited personal acts of discrimination against a City official or employee has occurred, (7) violation of state law or the City’s Municipal Code, ordinances, rules, and regulations, (8) use or possession of illegal drugs in violation of state law, (9) engaging in conduct tending to bring embarrassment or disrepute to the City, (10) any illegal or unethical act involving personal gain, including conviction of theft or attempted theft, (11) significant mismanagement of City finances, (12) any pattern of repeated, willful and intentional failure to carry out materially significant and legally constituted directions or policy decisions of the City Council or City Manager, (13) gross misfeasance or gross malfeasance, or (14) any similar cause. For any of the foregoing, the City may, in its discretion, place Employee on paid or unpaid administrative leave until resolution.

ARTICLE V **STAFF DEVELOPMENT**

Section 01. **TRAINING AND DEVELOPMENT.** Affected Employees may attend conferences, workshops, education classes and other programs for the purpose of professional development within the employee's scope of work provided that such attendance has been approved by the City Manager in advance and in writing ("approved conferences") pursuant to the City's Travel Policy.

Section 02. **AUTOMOBILE ALLOWANCE.** Affected Employees shall receive two hundred twenty-five dollars (\$225) per month in automobile allowance. This allowance will be in lieu of expense claims for the use of private automobiles on City business. However, if an Affected Employee uses his/her personal automobile in the course of special meetings and conferences, and travels over one hundred (100) miles in any one trip, that employee shall be reimbursed for mileage exceeding one hundred (100) miles at the then-current rate as established by the Internal Revenue Service.

Section 03. **REGISTRATION AND LODGING.** The City shall pay the registration fee for any approved conference. Said fee shall be paid directly by the City on the appropriate registration form with the prior written approval of the City Manager. The City shall pay the reasonable cost of

lodging for any approved conference(s) which are located at such a distance as to make commuting impractical. The City may provide advance payment for lodging, payable to the hotel, upon approval by the City Manager pursuant to the City's Travel Policy.

Section 04. **MEALS.** The City shall reimburse an Affected Employee the cost of meals at any approved conference provided such reimbursement does not exceed per diem amounts pursuant to the City's Travel Policy No. 42-97. The employee may receive an advance for daily meal costs. Receipts shall be provided by the employee indicating the actual cost of meals and either tendering a refund to the City or seeking additional payment to such employee based on final receipts.

Section 05. **REIMBURSEMENT SCHEDULE.** The foregoing advances and/or reimbursements for travel and meeting expenses shall be made on the City's regular warrant and shall be made only one (1) time per month.

ARTICLE VI **VACATION LEAVE**

Section 01. **VACATION ACCRUAL.** Affected Employees shall accrue vacation leave in accordance with the following formula:

- A. 6.7 hours for each month through the first (1st) year of employment (80.4 hours annually).
- B. 10.0 hours for each month during the second (2nd) through fifth (5th) year of employment (120.0 hours annually).
- C. 13.3 hours for each month during the sixth (6th) through ninth (9th) year of employment (159.60 hours annually).
- D. 15.0 hours for each month beginning with the tenth (10th) and subsequent years of employment (180.0 hours annually).

Vacation leave shall be deemed as having been accrued by an Affected Employee only at the end of the month in which the employee was in the service of the City. If an Affected Employee's first day of employment occurs prior to the sixteenth (16th) of any calendar month, then vacation leave shall be accrued for that month. If an Affected Employee's first day of employment occurs on or after the sixteenth (16th) of the month, then vacation leave shall be accrued beginning with the first (1st) day of the following month. If termination occurs prior to the sixteenth (16th) day of the month, then no vacation leave shall be accrued for that month.

Accrual at the next highest incremental rate shall begin on the employee's anniversary date of original employment with the City, regardless of any promotions or demotions. If the anniversary date is prior to the sixteenth (16th) day of the month, then the higher rate shall be credited for that month. If the anniversary date after the sixteenth (16th) day of the month, then the higher rate shall begin with the first (1st) day of the following month.

Section 02. **MAXIMUM VACATION ACCRUAL.** An Affected Employee may accrue up to a maximum of four hundred seventy (470) hours of vacation leave. When an Affected Employee has reached this maximum accrual, then the employee shall cease to accrue vacation leave until the balance

of accrued vacation leave has fallen below this maximum accrual, at which time such employee shall resume accrual at the rate provided for herein.

The City Manager shall be empowered to authorize an employee to accrue vacation leave in excess of the maximum established herein if special circumstances, as determined by the City Manager, so warrant.

Section 03. **UTILIZATION OF VACATION LEAVE.** Utilization of vacation leave shall be scheduled through the City Manager, who shall, in his sole discretion, determine when and whether to permit such leave. In making a determination when and whether to permit utilization of vacation leave, the City Manager may consider such factors as the preferences of the Affected Employee, the availability of staff to assume the duties of the employee, the impact of the leave on overall City service or pending projects, and the overall staffing and other needs of the City.

No Affected Employee shall be eligible to utilize accrued vacation leave during the first six (6) months of initial full-time service with the City.

Section 04. **VACATION PAYMENT AT SEPARATION.** Affected Employees who voluntarily or involuntarily separate from employment with the City shall be paid in a lump sum for all accrued vacation leave earned to the effective date of the separation, up to the maximum prescribed in this Article. No payment upon separation shall be made for such leave unless it is deemed accrued in accordance with this Article VI, Section 01. Payment shall be at the same hourly rate of pay as was authorized for the Affected Employee at the effective date of termination.

In the event of the death of an Affected Employee, payment for accrued and unused vacation leave shall be paid to the beneficiary designated by the employee. Such designation shall have been in writing, signed by the employee and filed with the Personnel Department. In the event an employee has not designated a beneficiary, the payment shall be made to the estate of the employee.

Payment for accrued and unused vacation leave shall be dispersed at the next regular City payroll, but within thirty (30) days following the final date of employment with the City, except for involuntary separations where payment for accrued vacation leave shall be made on the next regular payroll following the effective date of the separation.

ARTICLE VII **HOLIDAYS**

Section 01. **HOLIDAY DATES.** All Affected Employees shall have the same legal holidays and the same schedule of holidays as are afforded mid-management employees, either by City's past practice or as presently listed in the current memorandum of understanding governing those employees.

Section 02. **HOLIDAY ON AUTHORIZED LEAVE DAY.** Should one of the regularly scheduled holidays fall during an Affected Employee's vacation period, or while such employee is lawfully absent with pay, the employee shall be credited for the holiday and no charge shall be made against the employee's accrued vacation or other authorized leave time.

In order to be eligible to receive holiday pay, an Affected Employee must have worked, or be deemed to have worked as provided above, such employee's regular scheduled day both before and after the holiday.

Section 03. FLOATING HOLIDAY LEAVE.

- A. Amount of Leave Provided. The number of New Floating Holidays (Floaters) varies annually as employees are credited with a floating holiday when an observed City holiday falls on a Saturday and/or when Christmas Eve, Christmas Day, New Year's Eve, or New Year's Day falls on a regularly scheduled day off. If a City holiday falls on a regularly scheduled day off for an employee working a "staggered" 4/10 schedule only, then he or she is credited with a Floater. Use of Holiday Leave Time in the form of Floaters is subject to the approval of the City Manager and to be coordinated within each department to ensure adequate staffing at all times.
- B. Accrual Cap. An Affected Employee shall be allowed to accrue up to a maximum of two hundred (200) hours of combined Executive Leave and Floating Holiday Leave.
- C. Use. When an Affected Employee is absent from work for a full day or any portion thereof, including arriving to work late or leaving work early, the employee is to use the appropriate and available leave time, such as Floating Holiday Leave, Executive Leave, or Vacation to cover the period of absent time from normal working hours (i.e. 7 a.m. through 6:00 p.m., Monday through Thursday). Use of accrued Floating Holiday Leave is subject to City Manager approval prior to use. Requests for use of Floating Holiday Leave shall be in minimum increments of one half hour. However, where such request has not been made and approved by the City Manager in advance, Floating Holiday Leave may be deducted from accruals on a minute by minute basis for time missed from normal work hours which for purposes of this section are currently 7 a.m. through 6:00 p.m., Monday through Thursday.
- D. Payment At Separation. Affected Employees who voluntarily or involuntarily separate from employment with the City shall be paid in a lump sum for combined accrued Floating Holiday and earned Executive leave that has been unused to the effective date of the separation, up to a maximum of 200 hours. No payment upon separation for such leave shall be made unless it is deemed accrued. Payment shall be at the same hourly rate of pay as was authorized for the Affected Employee at the effective date of termination.

In the event of the death of an Affected Employee, payment for accrued and unused Floating Holiday and Executive leave shall be paid to the beneficiary designated by the employee. Such designation shall have been in writing, signed by the employee and filed with the Personnel Department. In the event an employee has not designated a beneficiary, the payment shall be made to the estate of the employee.

Payment for accrued and unused Floating Holiday and Executive leave shall be dispersed at the next regular City payroll, but within thirty (30) days following the final date of employment with the City, except for involuntary separations where payment

for accrued leave shall be made on the next regular payroll following the effective date of the separation.

ARTICLE VIII OTHER LEAVES

Section 01. **FAMILY LEAVE OF ABSENCE.** The City will grant Affected Employees leave in accordance with the provisions of the Family and Medical Leave Act (“FMLA”) and California Family Rights Act (“CFRA”), as applicable.

Section 02. **MILITARY LEAVE OF ABSENCE.** Military leave shall be granted in accordance with the provisions of state and federal law. Any Affected Employee entitled to military leave shall provide the City Manager an opportunity, within the limits of applicable laws, to determine when such leave shall be taken. Whenever possible, said employee shall notify the City Manager of such leave at least ten (10) working days in advance of the beginning of such leave.

Any Affected Employee in a reserve status, when called into active military duty under orders of the President of the United States, shall be granted leave for a period not to exceed one (1) year and retain rights to the same employment classification as at the time called to such active duty. Said employee shall be entitled such rights and privileges they would have received in their employment with the City had they not been called to duty. The City shall contribute to such employee's health, dental, and vision insurance plans, and life insurance plan for the first thirty (30) calendar days of the employee's active duty.

Section 03. **JURY DUTY.** Any Affected Employee who is required to serve as a juror in any court of judicial action of this State or of the United States shall be entitled to a leave of absence with pay during such period of jury duty. Such employee shall notify the City Manager of the dates of the jury duty upon receipt of the court notice regarding the same. Such employee shall be required to report to work if the jury pool is dismissed and more than three (3) hours remain in the employee's regular scheduled workday. Such employee shall be required to remit to the City any amount he/she receives for jury duty, exclusive of approved travel and subsistence. Any days served on jury duty which are on an employee's scheduled day or time off from work shall be the employee's civic duty and not subject to any additional compensation by the City.

Section 04. **WITNESS IN COURT.** Any Affected Employee subpoenaed to appear as a witness in any court of judicial action of this State or of the United States, or before any administrative board or tribunal on a matter directly related to the employee's officially assigned duties with the City shall be granted leave with pay during the time such employee is appearing as a witness. The employee shall notify the City Manager of the date on which the employee is to serve as a witness upon receipt of a subpoena. The employee shall be required to pay over to the City any amount received for serving as a witness.

This provision does not apply to circumstances where the employee is a criminal defendant in a court case.

Section 05. **BEREAVEMENT LEAVE.** On the death of an Affected Employee's spouse, domestic partner as defined by California law, natural or adopted child, stepchild, grandchild, brother,

sister, parent, grandparent, parent-in-law, brother or sister-in-law, stepparent, stepbrother, stepsister, the employee shall be granted bereavement leave for a period not to exceed forty (40) hours.

Section 06. EXECUTIVE LEAVE.

- A. Amount Provided. An Affected Employee shall be credited a total of (eighty nine (89) hours of Executive Leave with pay each fiscal year (July 1 to June 30). Affected Employees shall accrue Executive Leave time on a pro-rata basis per month equal to 7.416 hours per month commencing the first day of the month.
- B. Purpose. Executive Leave, which was formerly referred to as “Administrative Leave,” provides Affected Employees a benefit of additional paid leave time in recognition of evening meetings and hours worked beyond the City’s normal work schedule by Affected Employees, who are exempt employees. (Executive Leave is not provided to any other employee groups or to non-exempt employees.) The City Council authorized and implemented this benefit for use by Affected Employees in lieu of crediting work for a portion of a day as a full work day (also known as “flex time”), as this practice would be disruptive to the efficiency and effectiveness of the workplace. As such, there is no “flex time” provided. In contrast, Executive Leave is to be used by Affected Employees when taking time off for a full work day or any portion of a work day, including arriving to work late or leaving work early for personal reasons.
- C. Accrual Cap. An Affected Employee shall be allowed to accrue up to a maximum of two hundred (200) hours of combined Executive Leave and Floating Holiday Leave.
- D. Use. When an Affected Employee is absent from work for any reason for a full day or any portion thereof, including arriving to work late or leaving work early, the employee is to use the appropriate and available leave time, such as Executive Leave, to cover the period of absent time from normal working hours (i.e. 7 a.m. through 6:00 p.m., Monday through Thursday). Use of accrued Executive Leave is subject to City Manager approval prior to use. Requests for use of Executive Leave shall be in minimum increments of one half hour. However, where such request has not been made and approved by the City Manager in advance, Executive Leave may be deducted from accruals on a minute by minute basis for time missed from normal work hours which for purposes of this section are deemed to be 7 a.m. through 6:00 p.m., Monday through Thursday.
- E. Payment At Separation. Affected Employees who voluntarily or involuntarily separate from employment with the City shall be paid in a lump sum for combined accrued Floating Holiday and earned Executive leave that has been unused to the effective date of the separation, up to a maximum of 200 hours. No payment upon separation for such leave shall be made unless it is deemed accrued. Payment shall be at the same hourly rate of pay as was authorized for the Affected Employee at the effective date of termination.

In the event of the death of an Affected Employee, payment for accrued and unused Floating Holiday and Executive leave shall be paid to the beneficiary designated by the

employee. Such designation shall have been in writing, signed by the employee and filed with the Personnel Department. In the event an employee has not designated a beneficiary, the payment shall be made to the estate of the employee.

ARTICLE IX SICK LEAVE

Section 01. SICK LEAVE ELIGIBILITY. An Affected Employee shall be eligible to accrue sick leave with pay as provided for in this CME Compensation Schedule. Sick leave shall be utilized solely during periods of illness of such employee, to allow such employee to accompany such employee's spouse, domestic partner as defined by California law, natural or adopted child, brother, sister, parent, stepparent, stepbrother or stepsister to medical or hospital appointments or emergencies.

The City Manager, in his/her discretion, may permit an Affected Employee to utilize sick leave for other medically related issues of the Affected Employee or of a family member not listed above.

Nothing in this Section shall prohibit an Affected Employee from using his/her other accrued leave time for purposes of illness or medical appointment.

Section 02. SICK LEAVE ACCRUAL. Affected Employees shall accrue ten (10) hours of sick leave on the first day of each month.

Newly hired Affected Employees shall be deemed to have accrued forty-eight (48) hours of sick leave time on the date of initial hire as an advance against subsequent accruals, and shall be eligible to begin the monthly accrual provided for herein beginning on the first day of the month following completion of six (6) months of continuous employment.

An Affected Employee may accrue up to a maximum of five hundred seventy-six (576) hours of sick leave. When an Affected Employee has reached this maximum accrual, the employee shall cease to accrue sick leave until the balance of accrued sick leave has fallen below this maximum accrual, at which time such employee shall resume accrual at the rate provided for herein.

Section 03. REPORTING OF SICK LEAVE. An Affected Employee shall submit a "Leave Request" form to the City Manager no less than twenty-four (24) hours prior to taking sick leave for pre-scheduled medical appointments.

An employee unable to report to work due to illness shall inform the City Manager of his/her absence no later than one-half (1/2) hour after the regular start of the employee's workday. Failure to report the intended absence may result in disciplinary action.

An employee who has been absent from work due to illness shall complete a "Leave Request" form on the day the employee returns to work indicating the date, times and nature of illness.

All reported sick leave shall be accounted for on a minute for minute basis, relative to the employees' work schedule.

The City Manager, in his/her sole discretion, may require an Affected Employee to submit a doctor's verification of an employee's illness and inability to perform assigned duties prior to approving sick leave with pay.

Section 04. **SICK LEAVE UPON SEPARATION.** An Affected Employee who has been employed by the City for at least five (5) full years of continuous employment shall be entitled to convert one-half (1/2) of any accrued and unused sick leave time to vacation leave at an hour for hour exchange up to the maximum amount of total vacation accrual permitted. The Affected Employees employed by the City for less than five (5) full years of continuous employment shall have no right to convert accrued and unused sick leave.

Section 05. **CONVERSION OF UNCOMPENSATED/UNUSED SICK LEAVE AT RETIREMENT.** Upon voluntary retirement and after a minimum of ten (10) years' service, an Affected Employee may convert remaining uncompensated or unused sick leave towards retirement time credit. Said credit shall equate to the number of hours of such leave remaining.

ARTICLE X **HEALTH BENEFITS**

Section 01. **MEDICAL BENEFITS.** Medical benefits shall be under the California Public Employees' Retirement System ("CalPERS") medical program.

Section 02. **FLEXIBLE BENEFITS PLAN.** The City shall also provide a flexible benefit plan as follows:

- A. The Flexible Benefit Contribution per month per full time employee shall be One Thousand Eighty Dollars and Thirty-six Cents (\$1,080.36). Employees hired prior to or on the date of City Council approval and adoption of this resolution, whichever is later, who do not take medical, dental or vision insurance through the program offered by the City shall receive the cash equivalent to the Flexible Benefit Contribution in lieu of the flexible benefits contribution. As a condition of receiving such amount, the employee must provide evidence, satisfactory to the City, that he/she has medical insurance coverage comparable to coverage available through the City program. Employees hired after the City Council approval and adoption of this resolution, whichever is later, shall not receive cash in lieu of medical, dental or vision insurance.
- B. The flexible benefits contribution consists of discretionary allocations which may be applied to City sponsored programs. Discretionary allocations will be made in accordance with program/City requirements including restrictions as to the time when changes may be made in allocations to the respective programs. Affected Employees may allocate any remaining amount of flexible benefit among the following City sponsored programs:
 - 1. Dependent insurance
 - 2. Additional life insurance
 - 3. Section 125 Program - Flexible Spending Account
- C. The City shall continue to contribute the full amount of the premium in addition to the Flexible Benefits Plan as follows:

1. The City shall contribute the full amount of the premium for employee for a \$100,000 term life insurance.
2. The City shall contribute the full amount of the premium for employee for long-term disability insurance.
3. The City shall contribute the full amount of the premium for employee for an employee assistance program.

Section 03. **SECTION 125 PROGRAM.** The City currently provides a Section 125 Program, which allows benefits to be paid from pre-tax dollars. Participation in the Section 125 Program is voluntary and such costs as may attend participation will be paid by the Affected Employee.

Section 04. **RETIREE PARTICIPATION.** Retirees who have retired under a CalPERS retirement program after a minimum of five (5) years of continuous full-time employment with the City, shall be eligible to participate in the CalPERS medical program. The City shall pay the retired employee's premium for the medical program. The retired employee shall be eligible to carry dependent coverage at the retired employee's sole expense.

Effective on the date an amendment to the CalPERS contract has been finalized and approved by Council resolution, retirees hired after that date, and who have retired under a CalPERS retirement program after a minimum of ten (10) years of full-time employment with the City, shall be eligible to participate in the CalPERS medical program, as provided to represented unit members. The City shall pay the retired employee's premium for the medical program. The retired employee shall be eligible to carry dependent coverage at the retired employee's sole expense.

Section 05. **INJURED ON DUTY INSURANCE CONTRIBUTION CONTINUATION.** In the event any Affected Employee who has been employed by the City for a minimum of five (5) years of continuous full-time employment and suffers a work related injury and who is, thereby, absent from work due to such injury the City shall continue to make the insurance contribution then currently being permitted under Section 2 above for a maximum of ninety (90) days. Said contribution shall not extend to deferred compensation payments.

ARTICLE XI **RETIREMENT PROGRAM**

Section 01. **CALPERS MEMBERSHIP.** The City is a contract member of the California Public Employees' Retirement System ("CalPERS"). Such membership shall be maintained and employee eligibility, classification, contributions, and benefits are as prescribed in the contract between the City and the California Public Employees' Retirement System heretofore approved by the City Council. The City does not elect and shall not be required to pay any part of employee member contributions known informally as Employer Paid Member Contributions (EPMC) as allowed under Government Code Section 20691. Accordingly, each represented unit member shall pay the entire member contribution required under the City's benefit formula as set forth below.

For employees hired prior to January 1, 2013, and for those employees hired after that date but determined by CalPERS to be "classic members" as defined by CalPERS, the City shall maintain its current program, which includes the following:

- a. Section 21354: 2% at 55 retirement- Full Formula
- b. Section 21574: Fourth Level of 1959 Survivors Program
- c. Section 21042: Military Service as Public Service
- d. Section 20037: Three Years Final compensation. Any affected unit members that have retired prior to City Council and CalPERS' approval of using the highest average annual compensation earnable by a member during three consecutive years of employment are not subject to this change, and shall remain at their current benefit level.

For new employees that are non-classic members, hired after January 1, 2013, the City will provide a pension through CalPERS using the "2% @ 62" formula, pursuant to the contract between the City and CalPERS and pursuant to the California Public Employees' Pension Reform Act of 2012 ("PEPRA"). Retirement compensation for non-classic members shall be computed on the employee's three (3) highest years of service.

Section 02. **PARS MEMBERSHIP.** Pursuant to Government Code Section 53216, *et seq.*, the City has agreed to participate in the Public Agency Retirement Services Trust Program ("PARS"), effective July 1, 2007, with respect to the Affected Employees. Accordingly, the City shall pay, on behalf of each eligible Affected Employee, an amount necessary to fund the employee's share of the required contribution for a retirement enhancement plan and shall enter into a contract with PARS to provide a 1% at 55 retirement enhancement. The guidelines for participation, amounts funded, and other participation related policies shall be incorporated into an agreement between the City and PARS. To participate in the City's PARS program, an Affected Employee must have been employed for no less than two years as a central management employee, upon which enrollment would be retroactive to the Affected Employee's hire date as a central management employee, provided such plan is allowable by PARS. This plan is in addition to, and not in lieu of, the City's participation in the CalPERS programs identified in the foregoing section.

To comply with the provisions of PEPRA, PARS shall not be available to any Affected Employee hired on or after January 1, 2013.

Section 03. **DEFERRED COMPENSATION AVAILABLE.** The City shall make available to all Affected Employees a deferred compensation program under the International City Management Association Retirement Corporation and Public Employees Benefit Services Corporation's deferred compensation program. Said program shall be for voluntary contributions by the employee or for use of an Affected Employee as provided in Article X herein.

The City's deferred compensation match program shall be as follows: an Affected Employee contribution of up to \$7,750 shall be matched with up to \$7,750 by the City, such that the City matches one dollar for every dollar contributed by an Affected Employee up to \$7,750.

ARTICLE XII **EFFECTIVE DATE**

Section 01. **EFFECTIVE DATE AND AMENDMENTS.** Unless otherwise noted in the provisions above, this CMT Compensation Schedule shall be effective as of December 3, 2018 and may be amended or modified and provisions hereof may be superseded, and the City Council retains

the right to change the benefits contained herein, including accrual rates, by resolution of the City Council, except as expressly provided in this Section. Any vested leave accrued by an Affected Employee shall remain vested to the employee and shall not be changed or altered by the City.

ATTACHMENT 2

**Third Amendment to the City Manager Employment
Agreement between the City of Lawndale and Stephen N.
Mandoki**

**THIRD AMENDMENT TO CITY MANAGER EMPLOYMENT AGREEMENT
BETWEEN CITY OF LAWNSDALE & STEPHEN N. MANDOKI**

This THIRD AMENDMENT TO CITY MANAGER EMPLOYMENT AGREEMENT BETWEEN CITY OF LAWNSDALE & STEPHEN N. MANDOKI (the "Third Amendment") is made and entered into this 3rd day of December, 2018, by and between the CITY OF LAWNSDALE, a municipal corporation (herein "City") and STEPHEN N. MANDOKI, an individual (herein "City Manager").

RECITALS

WHEREAS, City and City Manager entered into that certain Agreement entitled "CITY MANAGER EMPLOYMENT AGREEMENT BETWEEN CITY OF LAWNSDALE & STEPHEN N. MANDOKI" (the "Agreement") on or about April 18, 2011; and

WHEREAS, the City and the City Manager amended the Agreement on or about September 19, 2011 and September 2, 2014, to provide for salary increases and to make necessary changes with respect to pension reform and state legislation concerning employment contracts between local agencies and its employees; and

WHEREAS, it is the desire of the City and the City Manager desire to further amend the Agreement as set forth in this Third Amendment.

AGREEMENT

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

SECTION 1. Section 7.2 of the Agreement is replaced to read, in its entirety, as follows:

- "(a) City Manager shall receive a Flexible Benefits Contribution per month in the amount of One Thousand Eighty Dollars and Thirty-six Cents (\$1,080.36). If City Manager does not take medical, dental or vision insurance through the program offered by the City, City Manager shall receive \$1,080.36 per month in lieu of the flexible benefits contribution. However, as a condition of receiving such amount, City Manager must provide evidence, satisfactory to the City, that he has medical insurance coverage comparable to coverage available through the City program.
- (b) The Flexible Benefits contribution (b) consists of discretionary allocations which may be applied to City sponsored programs. Discretionary allocations are to be made in accordance with program/City requirements including restrictions as to the time when changes may be made in allocations to the respective programs. City Manager may allocate any remaining amount of Flexible Benefit among the following City sponsored programs:

- (1) Dependent Insurance
- (2) Additional Life Insurance
- (3) Section 125 Program- Flexible Spending Account

The City shall continue to contribute the full amount of the premium in addition to the Flexible Benefits Plan as follows:

- (a) The City shall contribute the full amount of the premium for City Manager for a \$100,000 term life insurance.
- (b) The City shall contribute the full amount of the premium for City Manager for Long-Term Disability insurance.
- (c) The City shall contribute the full amount of the premium for City Manager for an Employee Assistance Program.”

SECTION 2. Section 8.2 of the Agreement, entitled "Deferred Compensation," is replaced to read, in its entirety, as follows:

"The City shall make available to the City Manager a deferred compensation program under the International City Management Association Retirement Corporation and Public Employees Benefit Services Corporation's deferred compensation program. Said program shall be for voluntary contributions by the City Manager. The City shall match the City Manager's contribution to this deferred compensation program on a dollar per dollar basis, with a maximum City contribution of \$8,950 per calendar year."

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

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

CITY:

Robert Pullen-Miles, Mayor

ATTEST:

Rhonda Hofmann Gorman, City Clerk

APPROVED AS TO FORM:
Aleshire & Wynder, LLP

Tiffany J. Israel, City Attorney

CITY MANAGER:

Stephen N. Mandoki

[END OF SIGNATURES]



CITY OF LAWDALE

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

DATE: December 3, 2018

TO: Honorable Mayor and City Council

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

PREPARED BY: Jonathan T. Wu, PE, QSD, Interim Public Works Director/City Engineer
Ken Louie, Finance Director
Kevin Moghadasi, E.I.T, Assistant Engineer *KM*

SUBJECT: Burin House Project- Amend the budget for an additional \$25,641 of Bond Fund and Award of Construction Contract

BACKGROUND

The original Notice Inviting Bids was advertised in a local newspaper and on the City website on August 30, 2018, for the demolition and removal of the City-owned residential property located at 14720 Burin Avenue (Burin House). The Project consists of removing the structure, constructing a masonry wall around the property perimeter, and extending the existing Community Center parking lot. This was a requirement established during the development of the City's Community Center.

On September 27, 2018, two bids were received and opened in accordance with City bid procedures. One bid received was in the amount of \$122,065 and the second bid was in the amount of \$168,693. The lowest bid was 30% over the original Engineer's estimate. On October 15, 2018, Staff was directed by City Council to reject all bids and re-advertise the project with a revised estimate. In addition, City Council approved an additional \$50,572 for construction per the project designer's recommendation. On October 16, 2018, staff reissued a Notice of Inviting Bids.

STAFF REVIEW

On November 13, 2018, three bids were received and opened as shown in the table below:

| Bidders | Total Bid Amount |
|--|-------------------------|
| NOHO Construction (Long Beach) | \$ 128,265.00 |
| Access Pacific (Pasadena) | \$ 133,189.60 |
| XS Construction Corporation (Van Nuys) | \$ 138,631.00 |

As a result of the bid analysis, staff finds that NOHO Construction appears to be the lowest responsible bidder for the project in the amount of \$128,265; 10% higher than the Engineer's estimate of \$116,000.

Upon consulting with MBF, Inc., the designer of the project, it was recommended to accept the lowest responsible bid and amend the budget to add an additional \$25,641 to the budget accounting for additional light fixtures. As a result, the revised budget is proposed as followings:

| | |
|------------------------------------|----------------|
| Construction Contract | \$128,265 |
| Construction Contingency | \$15,400 |
| Inspection | \$15,000 |
| Construction Management | \$15,000 |
| Geotechnical Services | <u>\$3,000</u> |
| Total proposed construction costs: | \$176,665 |

The project is included in the current Capital Improvement Program with a budget of \$118,600. The current funding available for the construction of the Burin House Project is listed below:

| | |
|---|------------------|
| Total Project Budget | \$118,600 |
| Design Services | (\$16,538) |
| Environmental Report | (\$1,300) |
| Advertisement | <u>(\$311)</u> |
| Available Balance for Construction | \$100,452 |

The new engineer recommendation requires an additional appropriation in the amount of \$25,641 in Bond funds which includes a 12% Contingency, Geotechnical Support, Inspection and Construction Management Services cost.

Staff also performed a reference check and found the contractor to have a valid California State Contractor's License with a classification of "A" in accordance with provisions of Chapter 9, Division 111, Sections 7000 through 7145 of the Business and Professions Code of the State of California. The contractor's references were contacted and all indicated satisfactory work was performed.

Staff recommends the award of the construction contract to NOHO Construction. The anticipated project schedule is as follows:

- Award of Construction Contract December 3, 2018
- Start of Construction January 7, 2019
- Project Completion February 2019

Staff recommends a twelve percent contingency in the amount of \$15,400 be approved for this project. Approval of the contingency with the project award avoids potential delays both in change order processing and obtaining City Council approval. If the contingency is approved, all extra work details shall be provided upon project completion, when the City Council accepts the project as complete.

LEGAL REVIEW

The City's standard construction contract, which is included in the project specifications template, has been reviewed and approved as to form by the City Attorney.

FISCAL IMPACT

There is currently \$2,006,551 remaining in the unspent 2009 bond funds. The City's remaining bond funds and planned projects are listed below:

| <u>Planned Projects</u> | <u>Balance</u> |
|---------------------------------------|----------------------------|
| Engineering Services | 23,143.00 |
| Street Improvements | 74,767.00 |
| Pavement/Curb/Gutter Improvement | 300,000.00 |
| Inglewood Ave Corridor Wide Phase I | 398,943.00 |
| Closure of Mobile Home Park | 126,528.00 |
| Inglewood Ave Corridor Wide Phase III | 857,077.00 |
| Burin House Demo/Wall Parking | 176,665.00 |
| RM&R Various Streets | 49,428.00 |
| Total | <u>2,006,551.00</u> |
| Funds Available | <u>2,006,551.00</u> |

The funding for this project is included in the current adopted budget and Bond funds will be used as listed below:

| | |
|--|------------------|
| Available Bond Money | \$100,452 |
| Previous appropriation | \$50,572 |
| Proposed appropriation | <u>\$25,641</u> |
| Proposed Available Balance for Construction | \$176,665 |

RECOMMENDATION

Staff recommends that the City Council:

- Award a construction contract in the amount of \$128,265 to NOHO Construction for Burin House Project.
- Appropriate \$25,641 from Bond Proceeds to the Burin House Project.
- Reduce appropriation of \$25,641 from Street Improvement Project (Bond Funds).
- Appropriate 25,641 from Measure M Fund for Street Improvements.
- Approve a twelve percent (12%) contingency of \$15,400 to avoid project delays and facilitate timely project completion.

Attachment:

- Bid Analysis

Bid Analysis

| | | 1 | | | 2 | | | 3 | | |
|------------------|---|-------------------|----------|-------------|---------------------|-------------|---------------------|-----------------|---------------------|-------------|
| | | NOHO Construction | | | Access Pacific | | | XS CONSTRUCTION | | |
| | | Long Beach | | | Pasadena | | | Van Nuys | | |
| ITEM NO. | DESCRIPTION | Unit | Quantity | Unit Price | Amount | Unit Price | Amount | Unit Price | Amount | Amount |
| 1 | Mobilization, Demobilization and Clean Up | LS | 1 | \$12,000.00 | \$12,000.00 | \$10,000.00 | \$10,000.00 | \$13,500.00 | \$13,500.00 | \$13,500.00 |
| 2 | Demolish, remove, dispose of existing building and install 6 foot high chain link fence | LS | 1 | \$21,200.00 | \$21,200.00 | \$20,400.00 | \$20,400.00 | \$20,000.00 | \$20,000.00 | \$20,000.00 |
| 3 | Site Excavation, grading and compaction | LS | 1 | \$3,000.00 | \$3,000.00 | \$7,000.00 | \$7,000.00 | \$27,500.00 | \$27,500.00 | \$27,500.00 |
| 4 | Furnish and place 6-inch thick class 2 base material | SF | 3125 | \$4.00 | \$12,500.00 | \$1.40 | \$4,375.00 | \$3.00 | \$9,375.00 | \$9,375.00 |
| 5 | Furnish and place 4-inch thick AC pavement | SF | 3047 | \$5.00 | \$15,235.00 | \$4.20 | \$12,797.40 | \$3.00 | \$9,141.00 | \$9,141.00 |
| 6 | Furnish and install split faced reinforced masonry block wall | SF | 927 | \$40.00 | \$37,080.00 | \$45.60 | \$42,271.20 | \$35.00 | \$32,445.00 | \$32,445.00 |
| 7 | Construct concrete cross gutter | SF | 78 | \$39.00 | \$3,042.00 | \$28.00 | \$2,184.00 | \$25.00 | \$1,950.00 | \$1,950.00 |
| 8 | Construct 6" Curb and Gutter | LF | 88 | \$41.00 | \$3,608.00 | \$49.00 | \$4,312.00 | \$40.00 | \$3,520.00 | \$3,520.00 |
| 9 | Construct 6" curb | LF | 15 | \$40.00 | \$600.00 | \$42.00 | \$630.00 | \$40.00 | \$600.00 | \$600.00 |
| 10 | Parking Lot Striping and signage, and installation of parking lot wheel stops and sign with foundation post | LS | 1 | \$3,000.00 | \$3,000.00 | \$2,100.00 | \$2,100.00 | \$600.00 | \$600.00 | \$600.00 |
| 11 | Remove and reconstruct driveway approach | LS | 1 | \$5,000.00 | \$5,000.00 | \$1,920.00 | \$1,920.00 | \$5,000.00 | \$5,000.00 | \$5,000.00 |
| 12 | Cut tree, remove and grind down the stump 1' below sidewalk | LS | 1 | \$2,000.00 | \$2,000.00 | \$1,200.00 | \$1,200.00 | \$3,500.00 | \$3,500.00 | \$3,500.00 |
| 13 | Abatement of Asbestos and lead based containing materials | LS | 1 | \$10,000.00 | \$10,000.00 | \$24,000.00 | \$24,000.00 | \$11,500.00 | \$11,500.00 | \$11,500.00 |
| TOTAL BID | | | | | \$128,265.00 | | \$133,189.60 | | \$138,631.00 | |



CITY OF LAWDALE

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

DATE: December 3, 2018

TO: Honorable Mayor and City Council

FROM: Stephen N. Mandoki, City Manager 

PREPARED BY: Jonathan Wu, P.E., Interim Public Works Director 
Tiffany J. Israel, City Attorney

SUBJECT: An Ordinance to 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.

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

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. Under the new law, cities may:

1. Negotiate contracts for public projects anticipated to cost \$60,000 or less; and
2. Informally bid public projects anticipated to cost \$200,000 or less.

Public projects anticipated to cost more than \$200,000 must be formally bid. As negotiating and informally bidding public projects saves staff time and money, staff requests that the City Council revise

the Lawndale Municipal Code to increase the thresholds for negotiating and informally bidding contracts to the maximum amounts authorized under state law, as outlined above.

LEGAL REVIEW

Ordinance No. 1150-18 has been approved as to form by the City Attorney.

FISCAL IMPACT

Adoption of Ordinance No. 1150-18 will save the City staff time and bidding costs on public projects within the authority of the Act.

RECOMMENDATION

Staff recommends that the City Council approve first reading of Ordinance No. 1150-18 to update the City's informal bidding threshold for the selection of contractors to be consistent with the current dollar limits allowed by State law.

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 ~~strike through~~, additions in ***bold and italics***):

“ (a) Public projects of ~~ten sixty~~ ***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~~ ***ten less than fifty*** thousand dollars (~~\$150,000.00~~) ~~or less~~ may be contracted by the city manager. Public projects which will cost ~~fiftyten~~ ***fiftyten*** 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 ___ day of _____, 201__.

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 _____ meeting held on the ___ day of _____, 201__, and duly approved and adopted said ordinance at its regular meeting held on the ___ day of _____, 201__, 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:

Tiffany J. Israel, City Attorney



CITY OF LAWDALE

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

DATE: December 3, 2018

TO: Honorable Mayor and City Council

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

PREPARED BY: Jonathan Wu, P.E., Interim Public Works Director/City Engineer
Ken Louie, Finance Director *KL*
Grace Huizar, Administrative Analyst *GH*

SUBJECT: APPROVAL TO RENAME 147TH STREET TO LAWDALE WAY

BACKGROUND

The City Council discussed the proposal to change the name of 147th Street to Lawndale Way to increase the visibility of the community and name recognition for the City of Lawndale by naming a local street after the community.

STAFF REVIEW

On November 9th, City staff visited every parcel on the 4400 block of 147th Street to inform of the potential name change and assess any concerns; none were mentioned. A letter was provided with street name change information as well as city staff contact information for questions or concerns. No calls were received.

LEGAL REVIEW

N/A

FISCAL IMPACT

The City will be responsible for installing two new street name signs for a total cost of \$300, plus an overhead mast arm sign produced and installed by the LA County Department of Public Works for an estimated cost of \$600. Funds are available in the Street Maintenance General Fund – Contract Services.

RECOMMENDATION

STAFF RECOMMENDS THAT the City Council:

Approve Resolution No. CC-1812-051 renaming 147th Street to Lawndale Way between Hawthorne Boulevard and Burin Avenue.

Attachments: Resolution No. CC-1812-051

RESOLUTION NO. CC-1812-051

**A RESOLUTION OF THE CITY COUNCIL
OF THE CITY OF LAWDALE, CALIFORNIA, APPROVING THE RENAMING OF THE
4400 BLOCK OF 147TH STREET TO LAWDALE WAY**

WHEREAS, the residents of the City of Lawndale wish to increase the visibility of the community and name recognition for the City of Lawndale by naming a portion of a local street after the community; and

WHEREAS, pursuant to California Government Code Sections 34091.1 and 34092 and Streets and Highway Code Section 5026, the City Council shall authorize the street re-naming by adopting a City resolution and said resolution shall be transmitted to the Los Angeles County Clerk and County Surveyor for recordation; and

WHEREAS, the funding for this project is minimal and there are sufficient funds available in the current fiscal year budget to replace the street name signs required.

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

SECTION 1. The section of the 4400 block of 147th Street, between Hawthorne Boulevard and Burin Avenue, is hereby renamed "Lawndale Way" and staff is directed to replace all applicable street signs.

SECTION 2. That the City Clerk's office shall forward a copy of this Resolution to the Los Angeles County Clerk and County Surveyor for recordation.

PASSED, APPROVED AND ADOPTED this 3rd 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-1812-051 at a regular meeting of said Council held on the 3rd 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



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

DATE: December 3, 2018
TO: Honorable Mayor and City Council
FROM: Matthew R. Ceballos, Assistant City Clerk *M*
SUBJECT: Mayor/Councilmember Report of Attendance at Meetings and/or Events

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