



CITY OF LAWNDALE

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

AGENDA LAWNDALE CITY COUNCIL REGULAR MEETING

Monday, March 1, 2021 - 6:30 p.m.
Lawndale City Hall Council Chamber
14717 Burin Avenue

*** COVID-19 NOTICE ***

How to observe the Meeting:

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

How to submit Public Comment:

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

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

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

- A. **CALL TO ORDER AND ROLL CALL**
- B. **CEREMONIALS** (Flag Salute and Inspiration)
- C. **PRESENTATION**
 - 1. **COVID-19 Victims and Survivors Memorial Day**
- D. **PUBLIC SAFETY REPORT**
- E. **ORAL COMMUNICATIONS - ITEMS NOT ON THE AGENDA** (Public Comments)
- F. **COMMENTS FROM COUNCIL**

G. CONSENT CALENDAR

Items 2 through 9, will be considered and acted upon under one motion unless a City Councilmember removes individual items for further City Council consideration or explanation.

2. **Motion to read by title only and waive further reading of all ordinances listed on the Agenda**
Recommendation: that the City Council approve.
3. **Amendment to Title 17 of the Lawndale Municipal Code Pertaining to the Development Standards for Accessory Dwelling Units (ADU) to Reflect Recent Changes in State Law**
Recommendation: that the City Council approve the second reading and adopt Ordinance No. 1178-21, amending Title 17 of the Lawndale Municipal Code pertaining to the Development Standards for Accessory Dwelling Units to reflect recent changes in State Law.
4. **Amendment to Chapter 17.50 of the Lawndale Municipal Code Density Bonus Provisions for Residential Units to Reflect Recent Changes in State Law**
Recommendation: that the City Council approve the second reading and adopt Ordinance No. 1179-21, amending Chapter 17.50 of the Lawndale Municipal Code Density Bonus Provisions for Residential Units to Reflect Recent Changes in State Law.
5. **Personnel Board Term Extension 2021-2023**
Recommendation: that the City Council adopt Resolution No. CC-2103-008, extending the terms of the current Personnel Board members to begin March 1, 2021 and end February 28, 2023.
6. **Senior Citizen Advisory Committee Term Extension 2021-2013**
Recommendation: that the City Council adopt Resolution No. CC-2103-009, extending the terms of the current Senior Citizen Advisory Committee members to begin March 1, 2021 and end February 28, 2023.
7. **Beautification 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-2103-010, and (b) adopt the Resolution No. CC-2103-010 as amended.
8. **Accounts Payable Register**
Recommendation: that the City Council adopt Resolution No. CC-2103-007, authorizing the payment of certain claims and demands in the amount of \$185,258.49.
9. **Minutes of the Lawndale City Council Regular Meeting – February 16, 2021**
Recommendation: that the City Council approve.

H. ADMINISTRATION

10. Parks, Recreation and Social Services Commission Appointments

Recommendation: that the City Council (a) approve the Mayor's appointments by directing staff to insert the appointees' names in Section 1 and 2 of Resolution No. CC-2103-011, and (b) adopt the Resolution No. CC-2103-011 as amended.

11. Planning Commission Appointments

Recommendation: that the City Council (a) approve the Mayor's appointments by directing staff to insert the appointees' names in Section 1 and 2 of Resolution No. CC-2103-012, and (b) adopt the Resolution No. CC-2103-012 as amended.

12. Southern California Association of Governments Annual General Assembly Appointment of Voting Delegate and Alternate- May 6, 2021

Recommendation: that the City Council determine (a) who will attend the Southern California Association of Governments (SCAG) annual business meeting (b) designate the City's voting delegate (c) designate the City's voting alternate (if desired) and (d) direct the City Clerk's Office to formally confirm the delegate and alternate selection and forward that information to SCAG.

13. Cancellation of City Special Events Program for March and April 2021

Recommendation: that the City Council (a) approve the cancellation of the following events that take place in March and/or April of each year; Youth in Government Day, Easter Egg Hunt and Youth Day Parade (b) approve the modifications to the annual Spring Cleanup Week program.

14. Quarterly Budget Update- Fiscal Year 2020-2021

Recommendation: that the City Council (a) receive and file report and (b) approve all recommended budget adjustments as listed in the staff report.

I. CITY MANAGER'S REPORT

J. ITEMS FROM CITY COUNCILMEMBERS

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

K. ADJOURNMENT

The next regularly scheduled meeting of the City Council will be held at 6:30 p.m. on Monday, March 15, 2021 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 March 1, 2021 was posted not less than 72 hours prior to the meeting.

Matthew Ceballos, Assistant City Clerk

City of Lawndale

Proclamation

COVID-19 Victims and Survivors Memorial Day March 1, 2021

WHEREAS, the first Monday in March, has been designated as COVID-19 Victims and Survivors Memorial Day; and

WHEREAS, COVID-19 (SARS-CoV-2) is an illness caused by a virus that can transmit from person to person and has spread across the world, creating a global pandemic that is having catastrophic effects on human life, our community, and our economy; and

WHEREAS, To mitigate the spread of COVID-19, observance of public health orders to social distance and stay at home have created challenges for small businesses, workers, and schools which are working to comply with limited resources; and

WHEREAS, School districts, teachers, students, and parents are grappling with the challenges of distance learning and working to prevent any potential learning loss due to not being in-person; and

WHEREAS, In the absence of adequate federal guidance, local and state governments, health departments, and public servants have taken bold actions to protect residents, support struggling local economies, and find innovative ways to provide services; and

WHEREAS, In response to rapid spread of COVID-19 and stay-at-home orders, essential workers have stepped up to provide critical services to help protect our communities and save lives, sacrificing their own health and safety; and

WHEREAS, COVID-19 has had a disproportionate impact on low-income communities and communities of color, exacerbating inequities already prevalent in our systems that we must address as a nation; and

WHEREAS, The symptoms and severity of COVID-19 can vary dramatically by individual and the long-term health implications for survivors is largely unknown, as many survivors suffer with lingering side-effects of the disease long after they no longer test positive; and

WHEREAS, Each life lost to COVID-19 mattered and leaves a hole in the hearts of loved ones, family members, and surrounding communities; and

WHEREAS, Public health guidance and policies targeted at prevention, such as social distancing, wearing masks in public, and staying home help mitigate the spread of COVID-19, prevent illness, and lessen the burden on individuals and society;

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF LAWDALE, CALIFORNIA, DOES HEREBY JOIN THE UNITED STATES CONFERENCE OF MAYORS IN PROCLAIMING THE FIRST MONDAY IN MARCH AS "COVID-19 MEMORIAL DAY" in remembrance of those who have lost their lives, in honor of those who continue to suffer from the impact of this virus and to commemorate them in an appropriate manner each year on that day; and urges everyone to continue taking preventative measures such as social distancing and following public health orders to mitigate the spread of this virus, in tribute to essential workers and those who rose in service to protect the public.

Proclaimed this 1st Day of March 2021



Mayor Robert Pullen-Miles



Mayor Pro Tem Pat Kearney



Councilmember Bernadette Suarez



Councilmember Rhonda Hofmann Gorman



Councilmember Sirley Cuevas



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

DATE: March 1, 2021
TO: Honorable Mayor and City Council
FROM: Matthew R. Ceballos, Assistant City Clerk 
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.



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DATE: March 1, 2021

TO: Honorable Mayor and City Council

FROM: Kevin M. Chun, City Manager 

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

SUBJECT: **Case No. 21-02: Consideration of an Amendment to Title 17 of the Lawndale Municipal Code, Pertaining to the Development Standards for Accessory Dwelling Units to Reflect Recent Changes in State Law and a Finding of Exemption from CEQA**

BACKGROUND

On February 16, 2021, the City Council introduced and approved the first reading of Ordinance No. 1178-21 to amend the Lawndale Municipal Code (L.M.C.) pertaining to accessory dwelling units.

ANALYSIS

The City Council introduced and approved the first reading of Ordinance No. 1178-21, amending Title 17 of the Lawndale Municipal Code regarding accessory dwelling units. The proposed amendments to the City's accessory dwelling unit regulations are intended to bring the L.M.C. in compliance with the recent changes in the State law. It is recommended that the City Council adopt the Ordinance 1178-21.

LEGAL REVIEW

The City Attorney's office has reviewed and approved Ordinance No. 1178-21 as to form.

FUNDING

Not applicable

RECOMMENDATION

It is recommended that the City Council read by title only, waive further reading, and adopt Ordinance No. 1178-21 to amend accessory dwelling unit requirements to comply with recent changes in State law.

ATTACHMENT:

Ordinance No. 1178-21

ATTACHMENT

ORDINANCE NO. 1178-21

ORDINANCE NO. 1178-21

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LAWNSDALE, CALIFORNIA AMENDING CERTAIN SECTIONS IN TITLE 17, ZONING, OF THE LAWNSDALE MUNICIPAL CODE REGARDING ACCESSORY DWELLING UNITS AND FINDING OF EXEMPTION FROM CEQA

SUMMARY: This ordinance amends the regulations in the City's Zoning Code for accessory dwelling units and junior accessory dwelling units consistent with current state law.

WHEREAS, in light of the statewide shortage of housing, the State laws on accessory dwelling units have been repeatedly expanded to give property owners more latitude to add new housing units; and

WHEREAS, the Governor of the State of California signed Assembly Bill 3182 (AB 3182) and Senate Bill 1030 (SB 1030), which became effective on January 1, 2021 to, among other things, make certain clarifying changes state laws related to Accessory Dwelling Units ("ADUs") and Junior Accessory Dwelling Units ("JADUs"); and

WHEREAS, the City Council now desires to revise the City's Zoning Code regarding ADUs JADUs to make the City's code more user friendly and compliant with the Bills; and

WHEREAS, the Planning Commission considered this ordinance at a properly noticed public hearing on January 27, 2021 and recommended adoption by the City Council; and

WHEREAS, the City Council, after notice duly given as required by law, held a public hearing on February 16, 2021 in the City Hall council chamber located at 14717 Burin Avenue, Lawnsdale, California, to consider this matter.

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

SECTION 1. The City Council of the City of Lawnsdale hereby makes the following findings:

- A. The above recitals are true and correct and incorporated fully herein.
- B. The changes to the Zoning Code of the City of Lawnsdale made by this Ordinance are consistent with the General Plan of the City of Lawnsdale.

SECTION 2. Section 17.48.057 of the Lawnsdale Municipal Code is amended to read, in its entirety, as follows (deletions marked in ~~strike through~~, additions in ***bold and italics***):

"17.48.057 Junior accessory dwelling units

A JADU may be located on a residential or mixed use lot zoned for lot that has been developed with one single-family residence only. Lots with multiple detached single-

family dwellings are not eligible to have JADUs. ~~use~~ *Each JADU* shall comply with the following development standards:

A. A JADU shall not exceed five hundred (500) square feet, and must be constructed within the existing walls of the primary single-family dwelling unit.

B. A JADU shall include a separate exterior entrance from the main entrance to the primary dwelling unit.

C. A JADU shall include at least an efficiency kitchen which shall include all of the following: i) a cooking facility with appliances; and ii) a food preparation counter and storage cabinets that are of reasonable size in relation to the size of the JADU.

D. A JADU may share sanitation facilities with the existing primary dwelling.

E. A JADU shall require owner-occupancy in the single-family residence in which the JADU will be permitted unless the owner is another governmental agency, land trust, or housing organization.

F. Before permit issuance, the City shall be provided with a copy of the recorded deed restriction, which shall run with the land, and which shall be on file with using the City's form, to memorialize the: (i) restrictions on the size and attributes of the JADU; (ii) prohibition on the sale of the JADU separate from the sale of the primary residence; (iii) if the JADU is rented, the unit shall not be rented for a period of less than 30 days; (iv) requirement that either the JADU or primary residence be owner occupied unless the owner is a governmental agency, land trust, or housing corporation; and (v) including a statement that the deed restriction may be enforced against future purchasers.

G. A JADU shall comply with all applicable building and safety codes, including but not limited to those describe in Title 15 of the Lawndale Municipal Code.

H. A JADU will be allowed on the same lot with a new ADU, provided the following criteria are met:

- a. The ADU is fully detached and the JADU is within the proposed space of a single-family dwelling or existing space of a single-family dwelling; and
- b. The ADU does not exceed a total floor area of 800 square feet and a height limitation of 16 feet.

I. No additional parking shall be required for construction of a JADU.

J. Permit Requirements.

Junior accessory dwelling units will be permitted ministerially, subject to compliance with this section, within 60 days of a complete application if there is an existing single-family or multifamily dwelling on the lot. If the permit application to create a junior accessory dwelling unit is submitted with a permit application to create a new single-family dwelling on the lot, the City may delay acting on the permit application for the junior accessory dwelling unit until it acts on the permit application to create the new single-family dwelling, but in such event the application to create the junior accessory dwelling unit will be considered without discretionary review or hearing.

K. Fees. A junior accessory dwelling unit will not be considered to be a new residential use for purposes of calculating connection fees or capacity charges for utilities, including water and sewer service, unless the accessory dwelling unit was constructed with a new single-family dwelling. This subdivision shall not be interpreted to prohibit the requirement of an inspection, including the imposition of a fee for that inspection, to determine if the junior accessory dwelling unit complies with applicable building standards.”

SECTION 3. Section 17.48.110, subsection J, of the Lawndale Municipal Code is amended to read, in its entirety, as follows (deletions marked in ~~strike through~~, additions in ***bold and italics***):

“J. An accessory dwelling unit ***and/or*** junior accessory dwelling unit that complies with the requirements of Sections 17.48.056 and 17.48.057, as applicable, of this code.”

SECTION 4. This Ordinance is exempt from the California Environmental Quality Act (“CEQA”) pursuant to Public Resources Code Section 21080.17 and CEQA Guidelines section 15282(h). These sections statutorily exempt the adoption of an ordinance implementing provisions of Government Code Section 65852.1 and 65852.2. This ordinance would allow for the construction of accessory dwelling units and junior accessory dwelling units in residential zones consistent with and as required by state law. Additionally, this ordinance is exempt from 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.

SECTION 5. 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 6. 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 posted and published in a newspaper of general circulation in the manner required by law.

PASSED, APPROVED, AND ADOPTED this 1st day of March, 2021.

Robert Pullen-Miles, Mayor

ATTEST:

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

I, Erica Harbison, City Clerk of the City of Lawndale, California, do hereby certify that the City Council duly introduced the foregoing Ordinance No. 1178-21 at its regular meeting held on the 16th day of February, 2021, and duly approved and adopted said ordinance at its regular meeting held on the 1st day of March, 2021, by the following roll call vote:

Name	Voting		Present, Not Voting		Absent
	Aye	No	Abstain	Not Participating	
Robert Pullen-Miles, Mayor					
Pat Kearny, Mayor Pro Tem					
Rhonda Hofmann-Gorman					
Bernadette Suarez					
Sirley Cuevas					

Erica Harbison, City Clerk

Date

APPROVED AS TO FORM:

Gregory M. Murphy, City Attorney



CITY OF LAWNDALE

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DATE: March 1, 2021

TO: Honorable Mayor and City Council

FROM: Kevin M. Chun, City Manager 

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

SUBJECT: **Case No. 21-03: Consideration of an amendment to Chapter 17.50 of the Lawndale Municipal Code, Density Bonus provisions for residential units, in order to adopt recent changes in the State law and finding of exemption from CEQA**

BACKGROUND

On February 17, 2021, the City Council introduced and approved the first reading of Ordinance No. 1179-21 to amend the Lawndale Municipal Code (L.M.C.) pertaining to density bonus regulations.

ANALYSIS

The City Council introduced and approved the first reading of Ordinance No. 1179-21, amending L.M.C. Chapter 17.50, density bonus standards. The proposed amendments to the City's density bonus regulations are intended to bring the L.M.C. in compliance with the recent changes in the State law. It is recommended that the City Council adopt the Ordinance 1179-21.

LEGAL REVIEW

The City Attorney's office has reviewed and approved Ordinance No. 1179-21 as to form.

FUNDING

Not applicable

RECOMMENDATION

It is recommended that the City Council read by title only, waive further reading, and adopt Ordinance No. 1179-21 to amend density bonus requirements to comply with recent changes in State law.

ATTACHMENT:

Ordinance No. 1179-21

ATTACHMENT
ORDINANCE NO. 1179-21

ORDINANCE NO. 1179-21

**AN ORDINANCE OF THE CITY COUNCIL
OF THE CITY OF LAWDALE, CALIFORNIA
AMENDING LAWDALE MUNICIPAL CODE CHAPTER 17.50
TO UPDATE DENSITY BONUS STANDARDS FOR
CONSISTENCY WITH STATE LAW**

SUMMARY: This ordinance updates standards for awarding density bonuses for residential developments consistent with changes in state law effective January 1, 2021.

WHEREAS, Government Code Section 65915(a) requires cities to adopt an ordinance that specifies how compliance with this density bonus requirements will be implemented; and

WHEREAS, the state legislature recently passed legislation, Assembly Bill 2345, amending Government Code section 65915, to update state density bonus requirements effective January 1, 2021, including increasing the maximum density bonus for qualifying projects to fifty percent (50%) from thirty-five percent (35%); and

WHEREAS, the City now desires to amend Lawndale Municipal Code (“LMC”) Chapter 17.50 to ensure compliance with current requirements in state density bonus law; and

WHEREAS, the City further desires to amend LMC Chapter 17.50 to make clarifying updates to the City’s density bonus requirements to ensure those requirements are implemented consistent with state law; and

WHEREAS, at a properly noticed public hearing held at a regular meeting of the Planning Commission of the City on January 27, 2021, the Planning Commission considered this issue and adopted Resolution No. 21-02 recommending that the City Council adopt this Ordinance; and

WHEREAS, the City Council, after notice duly given as required by law, held a public hearing on February 16, 2021 in the City Hall council chamber located at 14717 Burin Avenue, Lawndale, California, to consider the Planning Commission’s recommendation on this matter as set forth in its Resolution No. 21-02.

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

SECTION 1. The City Council of the City of Lawndale makes the following findings:

- A. The above recitals are true and correct and incorporated fully herein.
- B. The changes to the City’s Municipal Code made by this Ordinance are consistent with the General Plan of the City of Lawndale.

SECTION 2. The definition of “Development standard” set forth in Section 17.50.020 of the Lawndale Municipal Code shall be amended to read as follows:

““Development standard” shall have the same meaning as provided in Section 65915(o) of the Government Code.”

SECTION 3. Section 17.50.020 of the Lawndale Municipal Code is amended to add the following definition in alphabetical order:

““Located within one-half mile of a major transit stop” shall have the same meaning as provided in Government Code Section 65915.”

SECTION 4. Section 17.50.030 of the Lawndale Municipal Code shall be amended to read, in its entirety, as follows (deletions marked in ~~strickethrough~~, additions in ***bold and italics***):

“17.50.030 Eligibility requirements for density bonuses.

A. Eligible Housing Development Projects. Upon written request to the city, an applicant for a housing development is eligible for a density bonus in the amount stated below, provided that the applicant agrees to construct the housing development in accordance with one of the following criteria and satisfies the other requirements of this chapter:

1. Very Low Income Units. Developments with five percent of the total dwelling units (excluding units added by the density bonus) designated for very low income households are entitled to a density bonus of twenty percent over the maximum residential density.

2. Low Income Units. Developments with ten percent of the total dwelling units (excluding units added by the density bonus) designated for lower income households are entitled to a density bonus of twenty percent over the maximum residential density.

3. Moderate Income Units. Developments with ten percent of the total dwelling units (excluding units added by the density bonus) designated for moderate income households are entitled to a density bonus of five percent over the maximum residential density, provided that the development is a common interest development and provided that all units in the developer are offered to the public for purchase.

4. One Hundred Percent Lower Income ~~Or~~ Moderate Income Units. Developments with at least eighty percent of ***all units in the development, including*** total units, ***and density bonus units but*** exclusive of a manager's unit or units, designated for lower income households, ***and with*** all other units (~~up to twenty percent of the total units~~) designated for moderate income households, ***(up to twenty percent of the total units)***, are entitled to a density bonus of eighty percent of the number of units designated for lower income households (excluding units added by the density bonus). However, if the housing development is located within one-half mile of a major transit stop the city will not impose any maximum controls on density.

5. Senior Citizen Housing Developments. Senior citizen housing developments are entitled to a density bonus of twenty percent of the number of senior housing units provided.

6. Foster, Veteran and Homeless Housing. Developments with ten percent of the total dwelling units (excluding any units permitted by the density bonus) designed for transitional foster youth, disabled veterans, or homeless persons are entitled to a density bonus of twenty percent of the number of the transitional units giving rise to a density bonus.

7. Lower income student housing. Student housing developments with twenty percent of the total units (excluding any units permitted by the density bonus) designated for lower income students are entitled to a density bonus of thirty-five percent of the student housing units, provided that the development meets the following requirements:

a. All units in the student housing development will be used exclusively for undergraduate, graduate, or professional students enrolled full time at an institution of higher education accredited by the Western Association of Schools and Colleges or the Accrediting Commission for Community and Junior Colleges. In order to be eligible under this subsection (A)(7), the developer shall, as a condition of receiving a certificate of occupancy, provide evidence to the city that the developer has entered into an operating agreement or master lease with one or more institutions of higher education for the institution or institutions to occupy all units of the student housing development with students from that institution or institutions. An operating agreement or master lease entered into pursuant to this subsection (A)(7) is not violated or breached if, in any subsequent year, there are not sufficient students enrolled in an institution of higher education to fill all units in the student housing development.

b. The eligibility of a lower income student under this subsection (A)(7)(b) shall be verified by an affidavit, award letter, or letter of eligibility provided by the institution of higher education that the student is enrolled in, as described in subsection (A)(7)(a), or by the California Student Aid Commission that the student receives or is eligible for financial aid, including an institutional grant or fee waiver, from the college or university, the California Student Aid Commission, or the federal government.

c. The development will provide priority for the applicable affordable units for lower income students experiencing homelessness. A homeless service provider or institution of higher education that has knowledge of a person's homeless status may verify a person's status as homeless for purposes of this subsection (A)(7)(c).

For purposes of calculating a density bonus granted pursuant to this subsection (A)(7), the term "unit" means one rental bed and its pro rata share of associated common area facilities.

B. Higher Density Bonus for Greater Contribution of Affordable Units. Upon written request to the city, an applicant for a housing development that is eligible for a density bonus based upon the contribution of affordable units, may receive a higher amount of density bonus if the percentage of very low, lower, and moderate income housing units exceeds the base percentage established in subsections (A)(1), (A)(2), or (A)(3) of this section, as follows:

1. Very low income units—For each one percent increase above five percent in affordable units for very low income households, the density bonus shall be increased ~~by two and one-half percent~~ *as follows*, up to a maximum of ~~thirty-five~~ *fifty* percent, ~~as follows~~:

Percentage Very Low Income Units	Percentage Density Bonus
5	20
6	22.5
7	25
8	27.5
9	30
10	32.5
11	35
12	38.75
13	42.5
14	46.25
15	50

2. Lower income units—For each one percent increase above ten percent in affordable units for lower income households, the density bonus shall be increased ~~by one and one-half percent~~ *as follows*, up to a maximum of ~~thirty five~~ *fifty* percent, as follows:

Percentage Low Income Units	Percentage Density Bonus
10	20
11	21.5
12	23
13	24.5
14	26
15	27.5
16	29
17	30.5
18	32
19	33.5
20	35
21	38.75
22	42.5
23	46.25
24	50

3. Moderate income ownership units—For each one percent increase above ten percent in affordable units offered for sale to moderate income households, the density bonus shall be increased ~~by one percent~~ *as follows*, up to a maximum of ~~thirty five~~ *fifty* percent, as follows:

Percentage Moderate Income Units	Percentage Density Bonus
10	5
11	6
12	7
13	8
14	9
15	10
16	11
17	12
18	13
19	14
20	15
21	16
22	17
23	18
24	19
25	20
26	21
27	22
28	23
29	24
30	25
31	26
32	27
33	28
34	29

Percentage Moderate Income Units	Percentage Density Bonus
35	30
36	31
37	32
38	33
39	34
40	35
41	38.75
42	42.5
43	46.25
44	50

C. Continued Affordability. Affordable units that qualified a housing development for a density bonus shall remain affordable as follows:

1. Requirements.

a. Very low income and lower income rental dwelling units shall remain at an affordable rent to the designated income group for a minimum of fifty-five years, or for a longer period of time if required by any construction or mortgage financing assistance program, mortgage insurance program, or rental subsidy program applicable to the dwelling units.

b. Housing developments described in subsection (A)(4) shall be subject to a recorded affordability restriction for a minimum of fifty-five years, or for a longer period of time if required by any construction or mortgage financing assistance program, mortgage insurance program, or rental subsidy program applicable to the dwelling units. The rent for at least twenty percent of the units in the development shall be set at an affordable rent and the rent for the remaining units in the development shall be set at an amount consistent with the maximum rent levels for a housing development that receives an allocation of state or federal low-income housing tax credits from the California Tax Credit Allocation Committee.

c. The foster care, veteran and homeless units described in subsection (A)(6) shall be subject to a recorded affordability restriction of fifty-five years and shall be provided at the same affordability level as very low income units.

d. The lower income student housing units described in subsection (A)(7) shall be subject to a recorded affordability restriction of fifty-five years. The rent provided in the applicable units of the development for lower income students shall be calculated at thirty percent of sixty-five percent of the area median income for a single-room occupancy unit type.

e. Replacement units per Section 17.50.035 that are rental dwelling units shall be subject to a recorded affordability restriction for at least fifty-five years.

f. Replacement units per Section 17.50.035 that are for-sale units, shall be subject to the provisions of subsection (C)(2).

2. An applicant shall agree to, and the city shall ensure, that the initial occupant of all for-sale units that qualified the applicant for *a* density bonus are persons and families of very low, low, or moderate income and that the units are offered at an affordable housing cost. The city shall enforce an equity-sharing agreement, unless it is in conflict with the requirements of another public funding source or law. The following shall apply to the equity-sharing agreement:

a. Upon resale, the seller of the unit shall retain the value of any improvements, the down payment, and the seller's proportionate share of appreciation. The city shall recapture any initial subsidy and its proportionate share of appreciation, which shall then be used within *five* years for any of the purposes described in Section 33334.2(e) of the Health and Safety Code that promote homeownership.

b. For purposes of this subsection (C)(2), the city's initial subsidy shall be equal to the fair market value of the home at the time of initial sale minus the initial sale price to the moderate income household, plus the amount of any down payment assistance or mortgage assistance. If upon resale the market value is lower than the initial market value, then the value at the time of the resale shall be used as the initial market value.

c. For purposes of this subsection (C)(2), the city's proportionate share of appreciation shall be equal to the ratio of the initial subsidy to the fair market value of the home at the time of initial sale.

3. The resale price of any owner-occupied affordable unit shall not exceed the affordable ownership costs with the following exceptions: (a) customary closing costs and costs of sale; or (b) costs of real estate commissions paid by the seller if a licensed real estate salesperson is employed; or (c) consideration of permanent capital improvements installed by the seller.

4. These provisions for continued affordability shall be a provision of the density bonus housing agreement required by Section 17.50.130.

D. Specification of Basis for Density Bonus. Each applicant who requests a density bonus pursuant to this section, shall elect which category in subsection (A) the density bonus award will be based on. Each housing development is entitled to only one density bonus. Density bonuses from more than one category may not be combined."

SECTION 5. Section 17.50.070 of the Lawndale Municipal Code shall be amended to read, in its entirety, as follows (deletions marked in ~~strikethrough~~, additions in ***bold and italics***):

"17.50.070 General provisions governing density bonus calculations.

A. For the purposes of any provisions in this chapter, an applicant may elect to accept a lesser percentage of density bonus than that to which the housing development is eligible.

B. When calculating the number of permitted density bonus units, any calculations resulting in fractional units shall be rounded up to the next larger whole number.

C. For the purpose of calculating a density bonus, the dwelling units shall be on contiguous sites that are the subject of one development application, but do not have to be based upon individual subdivision maps or parcels. The density bonus shall be permitted in geographic areas of the housing development other than the areas where the affordable units are located.

D. For the purposes of this chapter, the term “total units” or “total dwelling units” in a housing development does not include those units added by any density bonus.

E. Regardless of the number or extent of affordable or qualifying units, senior housing, land dedication, child care facilities or other qualifications for a density bonus provided in any single housing development, no housing development may be entitled to a total density bonus of more than thirty-five percent, except as provided in Section 17.50.030(A)(4).

TABLE 1: Density Bonus Summary

TABLE 1: Density Bonus Summary				
A density bonus may be selected from only one category, except that bonuses for land donation may be combined with others, up to a maximum of 35% (except as provided in Section 17.50.030(A)(4)), and an additional sq. ft. bonus may be granted for a child care facility.				
Qualifying Element of Development Project	Minimum Percentage or Requirement	Bonus Granted	Additional Bonus for Each 1% Increase in Affordable Units	% Affordable Units Required for Maximum 35% Bonus
Affordable Housing				
Very low income units	5%	20%	<i>2.5% up to 35%, then 3.75% up to 50%</i>	15%
Lower income units	10%	20%	<i>1.5% up to 35%, then 3.75% up to 50%</i>	20%
Moderate income units (ownership units only)	10%	5%	<i>1% up to 35%, then 3.75% up to 50%</i>	40%
Lower/Moderate income units	At least 80% lower; remaining units moderate	80% of number of lower income units ⁽¹⁾	—	—
Senior citizen housing	Qualified senior citizen housing development	20% of the number of senior citizen housing units	—	—

Foster, disabled veteran and homeless housing	10%	20% of the number of qualifying units	—	—
Lower income student housing	20%	35% of the student housing units	—	—
Land donation for very low income housing	Land donated can accommodate number of very low income units equal to 10% of units in project	15%	1%	Land donated can accommodate number of very low income units equal to 30% of units in project
Child care facility	Development qualifies for density bonus under Section 17.50.030; facility meets requirements in Section 17.50.060.	Equal to or greater than sq. ft. in child care facility ⁽²⁾	—	—
Condominium Conversion				
Lower income units	15%	25% ⁽³⁾	—	N/A Maximum density bonus is 25%
Low/Moderate income units	33%	25% ⁽³⁾	—	N/A Maximum density bonus is 25%

Notes:

⁽¹⁾ If the housing development is located within one-half mile of a major transit stop the city will not impose any maximum density requirement.

⁽²⁾ Or an additional concession or incentive that contributes significantly to the economic feasibility of the construction of the childcare facility, at the city's option.

⁽³⁾ Or an incentive of equal value, at the city's option.”

SECTION 6. Section 17.50.080 of the Lawndale Municipal Code shall be amended to read, in its entirety, as follows (deletions marked in ~~strike through~~, additions in ***bold and italics***):

“17.50.080 Incentives and concessions.

A. Definition of a Qualified Concession or Incentive. An applicant for a density bonus pursuant to Section 17.50.030 may also submit to the city a written proposal for specific incentives or concessions as provided in this section. The applicant may also request a meeting with the city's city manager or designee to discuss such proposal. For purposes of this chapter, concessions and incentives include any of the following:

1. Reductions in site development standards or modifications of zoning requirements or architectural design requirements that exceed the minimum building standards approved by the California Building Standards Commission as provided in Part 2.5 (commencing with Section 18901) of Division 13 of the Health and Safety Code. These include, without limitation, a reduction in setback and square footage requirements and in the ratio of vehicular parking spaces that would otherwise be required. In order to qualify as a "concession or incentive," the city must be able to find, based on substantial evidence, that the requested reductions in site development standards result in identifiable and actual cost reductions to provide for affordable housing costs or for rents for the targeted units to be set as specified in Section 17.50.030(C); or

2. Approval of mixed use zoning in conjunction with the housing development if commercial, office, industrial, or other land uses will reduce the cost of the housing development and if the commercial, office, industrial or other land uses are compatible with the housing development and the existing or planned development in the area where the proposed housing development will be located; or

3. Other regulatory incentives or concessions proposed by the applicant or the city, so long as the city can find, based on substantial evidence, that such proposals result in identifiable and actual cost reductions to provide for affordable housing costs or for rents for the targeted units to be set as specified in Section 17.50.030(C).

B. Findings to Deny Concession or Incentive. The city shall grant the concession or incentive requested by the applicant unless the city makes a written finding, based upon substantial evidence, of any of the following:

1. The concession or incentive does not result in identifiable and actual cost reductions to provide for affordable housing costs or for affordable rents for the targeted units to be set as specified in Section 17.50.030(C); or

2. The concession or incentive would have a specific adverse impact upon public health and safety or the physical environment or on any real property that is listed in the California Register of Historical Resources and for which there is no feasible method to satisfactorily mitigate or avoid the specific adverse impact without rendering the development unaffordable to low income and moderate-income households; or

3. The concession or incentive would be contrary to state or federal law.

C. Number of Concessions or Incentives. If all other provisions of this section are satisfied, an applicant will be eligible for the following number of incentives and concessions:

1. One incentive or concession for housing developments where at least five percent of the total units are for very low income households, at least ten percent of the total units are for lower income households, or at least ten percent of the total units in a common interest development are sold to moderate income households;

2. Two incentives or concessions for housing developments where at least ten percent of the total units are for very low income households, at least ~~twenty~~**seventeen** percent of the total units are for lower income households, or at least twenty percent of the total units in a common interest development are sold to moderate income households; or

3. Three incentives or concessions for housing developments where at least fifteen percent of the total units are for very low income households, at least ~~thirty~~**twenty-four** percent of the total units are for lower income households, or at least thirty percent of the total units in a common interest development are sold to moderate income households.

4. Four incentives or concessions for projects meeting the criteria of Section 17.50.030(A)(4). If the project is located within one-half mile of a major transit stop the applicant shall also receive a height increase of up to three additional stories, or 33 feet.

TABLE 2: Incentives and Concessions Summary

Affordable Units					Number of Incentives/Concessions
% Very Low Income Units	% Lower Income Units	% Moderate Income Units Sold in CID	% Lower/Mod Income Units		
5%	10%	10%	–	1	
10%	20 17 %	20%	–	2	
15%	30 24 %	30%	–	3	
–	–	–	At least 80% lower income; remaining units moderate income	4	
Other Qualifying Project Element ⁽¹⁾					
Child care facility				1 ⁽²⁾	
Commercial Housing with Partnered Housing Agreement				See Section 17.50.065	
Condominium Conversion					
33% of total units provided to persons or families of low or moderate income, or 15% of total units provided to lower income households				1 ⁽³⁾	

⁽¹⁾ No incentives or concessions are available for land donation.

(2) Or a density bonus equal to or greater than the square feet in child care facility, at the city's option.

(3) Or a density bonus of twenty-five percent, at the city's option.

D. This section does not limit or require the provision of direct financial incentives for the housing development, including the provision of publicly-owned land, by the city or the waiver of fees or dedication requirements. Nor does any provision of this section require the city to grant an incentive or concession found to have a specific adverse impact.

E. The granting of a concession or incentive shall not require, or be interpreted, in and of itself, to require a general plan amendment, local coastal plan amendment, zoning change, study, or other discretionary approval. For purposes of this chapter, "study" does not include reasonable documentation to establish eligibility for the concession or incentive or to demonstrate that the proposal meets the definition of an "incentive or concession." Except as provided in Sections 17.50.080(C) and 17.50.090(A), the granting of a density bonus shall not require or be interpreted to require the waiver of a local ordinance or provisions of a local ordinance unrelated to development standards."

SECTION 7. Section 17.50.090 of the Lawndale Municipal Code shall be amended to read, in its entirety, as follows (deletions marked in ~~striketrough~~, additions in ***bold and italics***):

"17.50.090 Waivers and modifications of development standards.

A. Except as provided in subsection (E), applicants granted a density bonus pursuant to Section 17.50.030 may, by written proposal, seek a waiver, modification or reduction of development standards that would otherwise have the effect of physically precluding the construction of the housing development at the densities or with the concessions or incentives permitted pursuant to this chapter. The applicant may also request a meeting with the city to discuss such request for waivers and modifications.

B. To obtain a waiver or modification of development standards, the applicant shall show that the development standards will have the effect of physically precluding the construction of a housing development meeting the criteria of Section 17.50.030(A) at the densities or with the concessions or incentives permitted by this chapter.

C. A proposal for the waiver or reduction of development standards pursuant to this section shall neither reduce nor increase the number of incentives or concessions to which the applicant is entitled pursuant to Section 17.50.080.

D. The city may deny a request for any waiver, modification or reduction of development standards if the waiver, modification or reduction would have a specific adverse impact and there be no feasible method to satisfactorily mitigate or avoid the specific adverse impact.

E. Notwithstanding subsection (A), a housing development that receives a waiver from any maximum controls on density pursuant to Section 17.50.030(A)(4) shall ~~not~~***only*** be eligible for, ~~and shall not receive,~~ a waiver or reduction of development standards ~~pursuant to this Section, other than as expressly~~***as*** provided in Section 17.50.030(A)(4) and 17.50.080(C)(4), ***unless the city agrees to additional waivers or reductions of development standards.***"

SECTION 8. Section 17.50.100 of the Lawndale Municipal Code shall be amended to read, in its entirety, as follows (deletions marked in ~~striketrough~~, additions in ***bold and italics***):

“17.50.100 Parking incentives.

A. Except as provided in subsections (B) ~~and~~, (C) ***or (D)*** hereof, upon the written request of the applicant for a housing development meeting the criteria for a density bonus under Section 17.50.030, the city shall not require a vehicular parking ratio, ***inclusive of parking for persons with a disability and guests***, that exceeds the following:

1. Zero to one-bedroom units: one on-site parking space.
2. Two to three-bedroom units: ~~two~~ ***one and one-half*** on-site parking spaces.
3. Four and more bedroom units: two and one-half parking spaces.

B. ***1.*** Notwithstanding subsection (A), if a development includes ~~(+)~~: ***(i) at least 20 percent low-income units for housing developments meeting the maximum percentage criteria of low income section 17.50.030(A)(2) or at least 11 percent very low income units provided for in Section 17.50.030(B) for housing developments meeting the criteria of section 17.50.030(A)(1) and (B)(2), and (2)(ii)*** is located within one-half mile of a major transit stop and there is unobstructed access to the major transit stop from the development, then, upon the request of the developer, the city shall not impose a vehicular parking ratio, ***inclusive of parking for persons with a disability and guests***, that exceeds 0.5 spaces per ~~bedroom~~ ***unit***.

2. For purposes of this section ***17.50.100***, a development shall have unobstructed access to ~~the~~ major transit stop if a resident is able to access the major transit stop without encountering natural or constructed impediments. ***For purposes of this subsection (B), “natural or constructed impediments” includes, but is not limited to, freeways, rivers, mountains, and bodies of water, but does not include residential structures, shopping centers, parking lots, or rails used for transit.***

C. Notwithstanding subsection (A), if a development consists solely of rental units, exclusive of manager units, with an affordable housing cost to lower income families, then, upon the request of the developer, the city shall only impose vehicular parking ratios consistent with ***standards if the development meets either of the following criteria:***

1. ~~If the~~ ***The*** development is located within one-half mile of a major transit stop and there is unobstructed access to the major transit stop from the development, ~~the ratio shall not exceed 0.5 spaces per unit.~~

2. ~~If the~~ ***The*** development is a for-rent housing development for individuals who are sixty-two years of age or older that complies with Sections 51.2 and 51.3 of the Civil Code, ***and the ratio shall not exceed 0.5 spaces per unit. The development shall have*** ***has*** either paratransit service or unobstructed access, within one-half mile, to fixed bus route service that operates at least eight times per day.

~~—3D.~~ Notwithstanding ~~subsection (D)~~ ***subsections (A) and (G)***, if the development ***consists solely of rental units, exclusive of a manger’s unit or units, with an affordable housing cost to lower income families, as provided in Section 50052.5 of the Health and Safety Code, and the development is either a special needs housing development, as defined in Section 51312 of the Health and Safety Code, or a supportive housing***

development *as defined in Section 50675.14 of the Health and Safety Code*, then, *upon the request of the developer*, the city shall not impose any minimum parking requirement; ~~provided. A development that if the development is a special needs housing development, the~~ development shall have either paratransit service or unobstructed access, within one-half mile, to fixed bus route service that operates at least eight times per day.

~~—D.E. If the total number of parking spaces required for a development is other than a whole number, the number shall be rounded up to the next whole number. For purposes of this subsection, a development may provide on-site parking through tandem parking or uncovered parking, but not through on-street parking.~~

F. This section 17.50.100 shall apply to a development that meets the requirements of subsection (C) of this section, but only at the request of the applicant.

G. Notwithstanding subsections (B), (C)(1), and (C)(2), if the city or an independent consultant has conducted an area wide or jurisdiction wide parking study in the last seven years prior to any density bonus application, then the city may impose a higher vehicular parking ratio not to exceed the ratio described in subsection (A), based upon substantial evidence found in the parking study, that includes, but is not limited to, an analysis of parking availability, differing levels of transit access, walkability access to transit services, the potential for shared parking, the effect of parking requirements on the cost of market-rate and subsidized developments, and the lower rates of car ownership for low income and very low income individuals, including seniors and special needs individuals. The city shall bear the costs of any such study. The city shall make findings, based on the parking study completed in conformity with this subsection, supporting the need for the higher parking ratio.

~~—E. Guest parking and handicapped parking shall be included within the maximum number of spaces that may be required. If the total number of parking spaces required for a housing development is other than a whole number, the number shall be rounded up to the next whole number. For purposes of this section, a housing development may provide on-site parking through tandem parking or uncovered parking, but not through on-street parking. This section shall apply to a development that meets the requirements of Section 17.50.030, but only at the request of the applicant.~~

~~**H.** A request pursuant to this Section shall not reduce or increase the number of incentives or concessions to which the applicant is otherwise entitled.”~~

SECTION 9. The City Council hereby finds, in the exercise of its independent judgment and analysis, that this ordinance is exempt from 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. More specifically, this Ordinance merely implements the requirements of state law, allowing developers to seek a density bonus pursuant to Government Code Section 65915.

SECTION 10. 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 11. 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 posted and published in a newspaper of general circulation in the manner required by law.

PASSED, APPROVED, AND ADOPTED this 1st day of March, 2021.

Robert Pullen-Miles, Mayor

ATTEST:

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

I, Erica Harbison, City Clerk of the City of Lawndale, California, do hereby certify that the City Council duly introduced the foregoing Ordinance No. 1179-21 at its regular meeting held on the 16th day of February, 2021, and duly approved and adopted said ordinance at its regular meeting held on the 1st day of March, 2021, by the following roll call vote:

Name	Voting		Present, Not Voting		Absent
	Aye	No	Abstain	Not Participating	
Robert Pullen-Miles, Mayor					
Pat Kearny, Mayor Pro Tem					
Rhonda Hofmann-Gorman					
Bernadette Suarez					
Sirley Cuevas					

Erica Harbison, City Clerk

Date

APPROVED AS TO FORM:

Gregory M. Murphy, City Attorney



CITY OF LAWDALE

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

March 1, 2021

TO: Honorable City Council

FROM: Mayor Robert Pullen-Miles
Kevin M. Chun, City Manager *km*

PREPARED BY: Matthew Ceballos, Assistant City Clerk *MC*

SUBJECT: **Personnel Board – Term Extension 2021-2023**

BACKGROUND

On March 18, 2019, City Council adopted Resolution No. CC-1903-015 extending the terms of the then-current Lawndale Personnel Board to end February 28, 2021.

STAFF REVIEW

Lawndale Municipal Code Section 2.40.020 states that "The city council shall endeavor to appoint qualified professional persons with education, training, and experience in the field of labor management, personnel relations and employee discipline."

Due to the nature of the board's duties, the board meets infrequently and the City does not maintain a consistent connection to the board members. They are to meet solely on an as needed basis. To date, the board has not convened since 2008 and no one has re-applied or applied for appointment.

Staff recommends that the City Council adopt the resolution extending the terms of the current membership to begin March 1, 2021 and end February 28, 2023. The following are the current members of the Personnel Board:

- John Clark
- Marcela Pak
- George Pelzl
- Mercedes Santacruz
- Golden Thrower

LEGAL REVIEW

The City Attorney's office has reviewed Resolution No. CC-2103-008 and has approved it as to form.

City Council Meeting – March 1, 2021
Personnel Board – Term Extension 2021-2023

FUNDING

Personnel Board members do not receive compensation, though the City may reimburse them, if authorized by the City Council, for necessary travel and other expenses incurred in the performance of their official duties. The Human Resources Director, who acts as liaison to the board, includes sufficient funding in the annual Administrative Services Department. No additional funding is needed at this time.

RECOMMENDATION

Staff recommends that the City Council adopt Resolution No. CC-2103-008, extending the terms of the current Personnel Board members to begin March 1, 2021 and end February 28, 2023.

Attachments: Resolution No. CC-2103-008

RESOLUTION NO. CC-2103-008

**A RESOLUTION OF THE CITY COUNCIL
OF THE CITY OF LAWNSDALE, CALIFORNIA,
EXTENDING THE TERMS OF MEMBERS OF THE
PERSONNEL BOARD**

WHEREAS, Section 2.40.610 of the Lawndale Municipal Code establishes the Personnel Board of the City of Lawndale, California; and

WHEREAS, on March 18, 2019, with the adoption of Resolution No. CC-1903-015, the City Council extended the terms of the then-current Personnel Board members to end February 28, 2021; and

WHEREAS, Personnel Board members serve a term beginning March 1 of each odd-numbered year and ending on February 28 of the succeeding odd-numbered year; and

WHEREAS, the Personnel Board meets infrequently and has not held a meeting since 2008.

WHEREAS, the City has not received any applications for appointment or reappointment to the Personnel Board from qualified individuals; and

WHEREAS, the Mayor and City Council desire to maintain the membership of the current board.

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

SECTION 1. The following Personnel Board member's terms are extended by the Mayor with the approval of the City Council:

John Clark, Marcela Pak, George Pelzl, Mercedes Santacruz, and Golden Thrower

SECTION 2. All members of the Personnel Board shall serve a term of office to commence on March 1, 2021 and expire on February 28, 2023, unless earlier removed.

SECTION 3. Pursuant to Council Policy No. 93-09, each member of the Personnel Board shall serve without compensation but may receive reimbursement for necessary travel and other expenses incurred in the performance of an official duty, when such expenditures are first authorized by the City Council.

PASSED, APPROVED AND ADOPTED this 1st day of March, 2021.

Robert Pullen-Miles, Mayor

ATTEST:

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

I, Erica Harbison, 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-2103-008 at a regular meeting of said Council held on the 1st day of March, 2021, by the following roll call vote:

Name	Voting		Present, Not Voting		Absent
	Aye	No	Abstain	Not Participating	
Robert Pullen-Miles, Mayor					
Pat Kearney, Mayor Pro Tem					
Bernadette Suarez					
Rhonda Hofmann Gorman					
Sirley Cuevas					

Erica Harbison, City Clerk

APPROVED AS TO FORM:

Gregory M. Murphy, City Attorney



CITY OF LAWDALE

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

March 1, 2021

TO: Honorable City Council

FROM: Mayor Robert Pullen-Miles
Kevin M. Chun, City Manager *gmc*

PREPARED BY: Matthew Ceballos, Assistant City Clerk *mc*

SUBJECT: **Senior Citizen Advisory Committee – Term Extension 2021-2023**

BACKGROUND

On March 18, 2019, the City Council adopted Resolution No. CC-1903-013 appointing eight (8) members to serve on the Senior Citizen Advisory Committee for a term beginning March 1, 2019 and ending February 28, 2021.

On June 3, 2019, the City Council adopted Resolution No. CC-1906-029 appointing one (1) member to serve on the Senior Citizen Advisory Committee for a term beginning immediately and ending February 28, 2021.

On November 18, 2019, City Council adopted Resolution No. CC-1911-054 appointing two (2) members to serve on the Senior Citizen Advisory Committee for a term beginning immediately and ending February 28, 2021.

STAFF REVIEW

Due to the COVID-19 pandemic the Senior Citizen Advisory Committee has been unable to meet. To date, the Committee has not convened since January 22, 2020 and no one has re-applied or applied for appointment due to the inactivity.

Staff recommends that the City Council adopt the resolution extending the terms of the current membership to begin March 1, 2021 and end February 28, 2023. The following are the current members of the Senior Citizen Advisory Committee:

Oscar Bernal	Adriana Heidman
Ruthi Davis	Harlika O'Balles
Teresa Garcia	Maureen Williams-Grimes
Doris Hofmann	Moses P. Dennis
Larry Stouch	Edna McQuirter

City Council Meeting – March 1, 2021
Senior Citizen Advisory Committee – Term Extension 2021-2023

LEGAL REVIEW

The City Attorney's office has reviewed Resolution No. CC-2103-009 and has approved it as to form.

FUNDING

None.

RECOMMENDATION

Staff recommends that the City Council adopt Resolution No. CC-2103-009, extending the terms of the current Senior Citizen Advisory Committee members to begin March 1, 2021 and end February 28, 2023.

Attachments: Resolution No. CC-2103-009

RESOLUTION NO. CC-2103-009

**A RESOLUTION OF THE CITY COUNCIL
OF THE CITY OF LAWNSDALE, CALIFORNIA,
EXTENDING THE TERMS OF MEMBERS OF THE
SENIOR CITIZEN ADVISORY COMMITTEE**

WHEREAS, the City Council established, by Resolution No. CC-1407-032, the 12-member Senior Citizen Advisory Committee (“Committee”) of the City of Lawnsdale; and

WHEREAS, with the adoption of Resolution No. CC-1903-013, Resolution No. CC-1906-029, Resolution No. CC-1911-054 the City Council appointed eleven Committee members to a term that ends on February 28, 2021; and

WHEREAS, the Committee has not met during the COVID-19 pandemic and has not held a meeting since January 22, 2020; and

WHEREAS, the City has not received any applications for appointment or reappointment to the Committee from qualified individuals; and

WHEREAS, the Mayor and City Council desire to maintain the membership of the current Committee; and

WHEREAS, Committee members serve a term beginning March 1 of each odd-numbered year and ending on February 28 of the succeeding odd-numbered year.

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

SECTION 1. The following Committee member’s terms are extended by the Mayor with the approval of the City Council:

Oscar Bernal, Ruthi Davis, Teresa Garcia, Doris Hofmann, Adriana Heidman, Harlika O’Balles, Maureen Williams-Grimes, Larry Stouch, Moses P. Dennis, and Edna McQuirter

SECTION 2. All members of the Committee shall serve a term of office to commence on March 1, 2021 and expire on February 28, 2023, unless earlier removed.

SECTION 3. The members of the Senior Citizen Advisory Committee shall serve without compensation, unless the City Council, by resolution or otherwise, provides, but may receive reimbursement for necessary travel and other expenses incurred in the performance of an official duty, when such expenditures are first authorized by the City Council.

PASSED, APPROVED AND ADOPTED this 1st day of March, 2021.

Robert Pullen-Miles, Mayor

ATTEST:

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

I, Erica Harbison, 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-2103-009 at a regular meeting of said Council held on the 1st day of March, 2021, by the following roll call vote:

Name	Voting		Present, Not Voting		Absent
	Aye	No	Abstain	Not Participating	
Robert Pullen-Miles, Mayor					
Pat Kearney, Mayor Pro Tem					
Bernadette Suarez					
Rhonda Hofmann Gorman					
Sirley Cuevas					

Erica Harbison, City Clerk

APPROVED AS TO FORM:

Gregory M. Murphy, City Attorney



CITY OF LAWDALE

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

March 1, 2021

TO: Honorable City Council

FROM: Mayor Robert Pullen-Miles
Kevin M. Chun, City Manager *[Signature]*

PREPARED BY: Matthew Ceballos, Assistant City Clerk *[Signature]*

SUBJECT: **Beautification Committee Appointments 2021-2023**

BACKGROUND

On March 18, 2019, the City Council adopted Resolution No. CC-1903-014 appointing five (5) members to serve on the Beautification Committee for a term beginning March 1, 2019 and ending February 28, 2021.

On November 18, 2019, the City Council adopted Resolution No. CC-1911-056 appointing one (1) member to serve on the Beautification Committee for a term beginning immediately and ending February 28, 2021.

On January 6, 2020, the City Council adopted Resolution No. CC-2001-005 appointing one (1) member to serve on the Beautification Committee for a term beginning immediately and ending February 28, 2021.

STAFF REVIEW

To be appointed to the Beautification Committee, a person must submit a written application, must be at least 18 years of age, and must reside in the City for at least consecutive 30 days before submitting the application. Pursuant to California Government Code Section 40605, the Mayor appoints new members with the approval of the City Council.

The City received five (5) applications for reappointment to the committee.

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

Blanca Cueva*	Judy Oldziewski*
Karen Escamilla*	Olga Gonzalez*

*Reappointment

City Council Meeting – March 1, 2021
Beautification Committee Appointments 2021-2023

In anticipation that the Mayor would make appointments and that the City Council would approve the appointments, we have prepared Resolution No. CC-2103-010 for your consideration.

The appointment terms will be from March 1, 2021 to February 28, 2023.

LEGAL REVIEW

The City Attorney's office has reviewed Resolution No. CC-2103-010 and has approved it as to form.

FUNDING

None.

RECOMMENDATION

Staff recommends that: (a) the City Council adopt the Mayor's appointments by directing staff to insert the appointees' names in Section 1 of Resolution No. CC-2103-010, and (b) the City Council adopt the resolution as amended.

Attachments: Resolution No. CC-2103-010
 Applications for Appointment to the Beautification Committee

RESOLUTION NO. CC-2103-010

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

WHEREAS, the City Council established, by Resolution No. CC-0103-26, the 7-member Beautification Committee (“Committee”) of the City of Lawnsdale; and

WHEREAS, with the adoption of Resolution No. CC-1903-014, Resolution No. CC-1911-056, Resolution No. CC-2001-005 the City Council appointed the current seven Committee members to a term that ends on February 28, 2021; and

WHEREAS, all committee members are appointed by the Mayor, with the approval of the City Council, for a term commencing on March 1 of each odd numbered year and terminating on February 28 of the succeeding odd numbered year; and

WHEREAS, eligible residents have submitted applications for appointment and reappointment to the Committee; and

WHEREAS, the Mayor and City Council have reviewed the application; and

WHEREAS, the Mayor has reappointed five (5) of the applicants on the Committee and the City Council wishes to ratify the appointments.

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

SECTION 1. The City Council approves the Mayor’s reappointment of _____, to the Beautification Committee.

SECTION 2. All members of the Committee shall serve a term of office to commence on March 1, 2021 and expire on February 28, 2023, unless earlier removed.

SECTION 3. Pursuant to Council Policy No. 93-09, a newly appointed committee member must submit to a background check upon appointment.

SECTION 4. Members of the Beautification Committee shall serve without compensation, unless the City Council, by resolution or otherwise, provides, but may receive reimbursement for necessary travel and other expenses incurred in the performance of an official duty, when such expenditures are first authorized by the City Council.

PASSED, APPROVED AND ADOPTED this 1st day of March, 2021.

Robert Pullen-Miles, Mayor

ATTEST:

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

I, Erica Harbison, 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-2103-010 at a regular meeting of said Council held on the 1st day of March, 2021, by the following roll call vote:

Name	Voting		Present, Not Voting		Absent
	Aye	No	Abstain	Not Participating	
Robert Pullen-Miles, Mayor					
Pat Kearney, Mayor Pro Tem					
Bernadette Suarez					
Rhonda Hofmann Gorman					
Sirley Cuevas					

Erica Harbison, City Clerk

APPROVED AS TO FORM:

Gregory M. Murphy, City Attorney

'21 FEB 18 8:11AM



CITY OF LAWNDALE APPLICATION FOR APPOINTMENT TO CITY COMMISSIONS, COMMITTEES AND BOARDS

I am applying for appointment to: (check all boxes that apply)

<input type="checkbox"/> Planning Commission	<input checked="" type="checkbox"/> Beautification Committee
<input type="checkbox"/> Parks, Recreation & Social Services Commission	<input type="checkbox"/> Senior Citizen Advisory Committee
<input type="checkbox"/> Media and Technology Advisory Committee	<input type="checkbox"/> Personnel Board

Name: Blanca Cueva Daytime Phone: [REDACTED]

Home Address: [REDACTED] City: Lawndale Zip: 90260

E-mail Address: [REDACTED] Yrs. Lived in Lawndale: 21

Occupation (briefly describe your duties): Memorial Counselor - I assist families with burial arrangements

Employer: Inglewood Park Cemetery Work Phone: [REDACTED]

Work Address: [REDACTED] City: Inglewood Zip: 90301

Educational Background/Degrees: Santa Monica College

Licenses or Special Certificates Held: State of California Cemetery Sales License

List any other committees/commissions on which you have served, and the year(s) of service:
None

Organizations to which you belong (professional, technical, community, services):
One for All Non-Profit Organization (City of Inglewood)

State why you wish to serve and why you believe you are qualified for the position. (Use additional paper, if necessary).
I wish to continue to serve the City of Lawndale. I believe that I am qualified because I have lived in the City of Lawndale for over 20 years and would like to make a influential difference in our community.

References (include name and daytime phone number):
(1) Monica Bracho - [REDACTED]
(2) Mari Morales Rodriguez - [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 and agree to the following: a) that I am disqualified from appointment to any advisory body if I am a relative of a councilmember, a city employee or a person appointed to the same advisory body to which I am applying; b) that any or all information on this form may be verified; c) that this document is a public record subject to disclosure under the Public Records Act; and d) that, if I am appointed, I will be required to submit to a background check by the City.

Signature: [REDACTED] Date: 2/19/21

The City of Lawndale advises the public, employees and job applicants that it 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.

RETURN THIS FORM TO:
CITY CLERK, CITY OF LAWNDALE, 14717 BURIN AVENUE, LAWNDALE, CA. 90260
For information call (310) 973-3213



**CITY OF LAWDALE
APPLICATION FOR APPOINTMENT TO
CITY COMMISSIONS, COMMITTEES AND BOARDS**

I am applying for appointment to: (check all boxes that apply)

<input type="checkbox"/> Planning Commission	<input checked="" type="checkbox"/> Beautification Committee
<input type="checkbox"/> Parks, Recreation & Social Services Commission	<input type="checkbox"/> Senior Citizen Advisory Committee
<input type="checkbox"/> Media and Technology Advisory Committee	<input type="checkbox"/> Personnel Board

Name: Karen Escamilla Daytime Phone: [REDACTED]

Home Address: [REDACTED] City: Lawndale Zip: 90260

E-mail Address: [REDACTED] Yrs. Lived in Lawndale: 30

Occupation (briefly describe your duties): Home Keeper

Employer: — Work Phone: —

Work Address: — City: — Zip: —

Educational Background/Degrees: High School some college

Licenses or Special Certificates Held: —

List any other committees/commissions on which you have served, and the year(s) of service:
YMCA ladies group 5 years, Lawndale book club 4 yrs, Friends of library 4yrs

Organizations to which you belong (professional, technical, community, services):
Beautification committee 3yrs., Lawndale Friends of library 4yrs.

State why you wish to serve and why you believe you are qualified for the position. (Use additional paper, if necessary).
Grew up in Lawndale and want to be part of the city.

References (include name and daytime phone number):
 (1) Donna Banks [REDACTED]
 (2) Olga [REDACTED]

I hereby certify that this application is complete and true in all respects and understand that any falsification or omission may cause for disqualification. I understand and agree to the following: a) that I am disqualified from appointment to any advisory body if I am a relative of a councilmember, a city employee or a person appointed to the same advisory body to which I am applying; b) that any or all information on this form may be verified; c) that this document is a public record subject to disclosure under the Public Records Act; and d) that, if I am appointed, I will be required to submit to a background check by the City.

Signature: [REDACTED] Date: 12-28-2020

The City of Lawndale advises the public, employees and job applicants that it 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.

RETURN THIS FORM TO:
 CITY CLERK, CITY OF LAWDALE, 14717 BURIN AVENUE, LAWDALE, CA. 90260
 For information call (310) 973-3213



CITY OF LAWDALE
APPLICATION FOR APPOINTMENT TO
CITY COMMISSIONS, COMMITTEES AND BOARDS

I am applying for appointment to: (check all boxes that apply)
[] Planning Commission
[] Parks, Recreation & Social Services Commission
[] Media and Technology Advisory Committee
[X] Beautification Committee
[] Senior Citizen Advisory Committee
[] Personnel Board

Name: Olga Sierra Gonzalez
Daytime Phone: [Redacted]
Home Address: [Redacted] City: Lawndale Zip: 90260
E-mail Address: [Redacted] Yrs. Lived in Lawndale: 30
Occupation (briefly describe your duties): Physical Therapy Support
Employer: Select Medical Work Phone:
Work Address: City: Zip:
Educational Background/Degrees:
Licenses or Special Certificates Held:
List any other committees/commissions on which you have served, and the year(s) of service:
Currently on Beautification Committee
Organizations to which you belong (professional, technical, community, services):

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

References (include name and daytime phone number):
(1)
(2)

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 and agree to the following: a) that I am disqualified from appointment to any advisory body if I am a relative of a councilmember, a city employee or a person appointed to the same advisory body to which I am applying; b) that any or all information on this form may be verified; c) that this document is a public record subject to disclosure under the Public Records Act; and d) that, if I am appointed, I will be required to submit to a background check by the City.

Signature: [Redacted] Date: January 5, 2021

The City of Lawndale advises the public, employees and job applicants that it 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.

RETURN THIS FORM TO:
CITY CLERK, CITY OF LAWDALE, 14717 BURIN AVENUE, LAWDALE, CA. 90260
For information call (310) 973-3213

RESOLUTION NO. CC-2103-007

**A RESOLUTION OF THE CITY COUNCIL
OF THE CITY OF LAWDALE, CALIFORNIA
AUTHORIZING CERTAIN CLAIMS AND DEMANDS
IN THE SUM OF \$185,258.49**

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

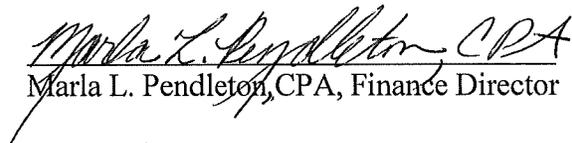
SECTION 1. That in accordance with Sections 37202 and 37209 of the Government Code, the Finance Director, as certified below, hereby attests to the accuracy of these demands and to the availability of funds for the payment thereof.

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

SECTION 3. That the claims and demands paid by check numbers 200860 through 200928 for the aggregate total of \$185,258.49 are hereby authorized.

Effective Date: March 1st, 2021

Certified by:


Marla L. Pendleton, CPA, Finance Director

PASSED, APPROVED AND ADOPTED this 1st day of March, 2021.

Robert Pullen-Miles, Mayor

ATTEST:

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

I, Erica Harbison, 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-2103-007 at a regular meeting of said Council held on the 1st day of March, 2021, by the following roll call vote:

Name	Voting		Present, Not Voting		Absent
	Aye	No	Abstain	Not Participating	
Robert Pullen-Miles, Mayor					
Pat Kearney, Mayor Pro Tem					
Rhonda Hofmann Gorman					
Sirley Cuevas					
Bernadette Suarez					

Erica Harbison, City Clerk

City of Lawndale
Summary of Audited Claims and Demands

Claims and Demands Paid By Check:

Check Date	Check Number		Aggregate Total
	Beginning	Ending	
1/28/2021	Various checks voided and reissued on 02/11/2021		(42,791.99)
2/11/2021	200860	200891	157,672.37
2/18/2021	200892	200928	70,378.11
Total Checks			185,258.49

Claims and Demands Paid By Electronic ACH Transfer:

Date	Name of Payee	Description	Amount
Total ACH Payments			0.00

Total Audited Claims and Demands Paid **185,258.49**

(VOID) Check Register Report

Date: 02/17/2021

Time: 3:22 PM

Page: 1

City of Lawndale

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							
200816	01/28/2021	Void	02/10/2021	2207	ASAP SIGN & BANNER	PARKING PERMITS	-1,356.08
200819	01/28/2021	Void	02/10/2021	7742	CAROLINE BUSTILLOS	PLANNING DEPOSIT REFUND	-259.72
200820	01/28/2021	Void	02/10/2021	0615	CLEANSTREET	STREET SWEEPING CITYWIDE	-18,243.50
200821	01/28/2021	Void	02/10/2021	0190	COLONIAL LIFE & ACCIDENTS, INC	EMPLOYEE BENEFITS-JAN	-2,516.04
200822	01/28/2021	Void	02/10/2021	3886	SIRLEY CUEVAS	GENERAL ELECTION DEPOSIT RFD	-407.82
200823	01/28/2021	Void	02/10/2021	0216	DELTA DENTAL	EMPLOYEE BENEFITS-JAN	-950.90
200826	01/28/2021	Void	02/10/2021	0441	GOLDEN STATE WATER CO.	WATER USAGE SERVICES	-16,611.09
200829	01/28/2021	Void	02/10/2021	7662	ITERIS INC	ENGINEERING SERVICES	-1,150.00
200836	01/28/2021	Void	02/10/2021	4802	DANIEL REID	GENERAL ELECTION DEPOSIT RFD	-407.82
200839	01/28/2021	Void	02/10/2021	0479	VISION SERVICE PLAN	EMPLOYEE BENEFITS-JAN	-853.98
200841	01/28/2021	Void	02/10/2021	0389	DELTA DENTAL INS	EMPLOYEE BENEFITS-JAN	-35.04
Total Checks: 11						Checks Total (excluding void checks):	-42,791.99
Total Payments: 11						Bank Total (excluding void checks):	-42,791.99
Total Payments: 11						Grand Total (excluding void checks):	-42,791.99

Check Register Report

Date: 02/10/2021
Time: 4:01 pm
Page: 1

City of Lawndale

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							
200860	02/11/2021	Printed		2615	A-THRONE CO., INC	PROTABLE RESTROOM RENTAL	95.11
200861	02/11/2021	Printed		1541	ALESHIRE & WYNDER, LLP	LEGAL SERVICES	43,315.18
200862	02/11/2021	Printed		0472	AMERINAT	MONTHLY SERVICE FEES	8.50
200863	02/11/2021	Printed		7470	ARAMARK REFRESHMENT SVCS LLC	COFFEE/TEA SERVICES	187.59
200864	02/11/2021	Printed		2207	ASAP SIGN & BANNER	PARKING PERMITS	1,356.08
200865	02/11/2021	Printed		0115	AT & T	LONG DISTANCE SERVICE	15.55
200866	02/11/2021	Printed		7742	CAROLINE BUSTILLOS	PLANNING DEPOSIT REFUND	259.72
200867	02/11/2021	Printed		0615	CLEANSTREET	STREET SWEEPING CITYWIDE	18,243.50
200868	02/11/2021	Printed		0190	COLONIAL LIFE & ACCIDENTS, INC	EMPLOYEE BENEFITS-JAN	2,516.04
200869	02/11/2021	Printed		0219	COUNTY OF LA DEPT OF PUBLIC WK	BUILDING INSPECTION SERVICES	29,280.69
200870	02/11/2021	Printed		3886	SIRLEY CUEVAS	GENERAL ELECTION DEPOSIT RFD	407.82
200871	02/11/2021	Printed		0216	DELTA DENTAL	EMPLOYEE BENEFITS-JAN	950.90
200872	02/11/2021	Printed		0389	DELTA DENTAL INS	EMPLOYEE BENEFITS-JAN	35.04
200873	02/11/2021	Printed		0217	DEPT OF ANIMAL CARE & CONTROL	ANIMAL CONTROL SERVICES	124.77
200874	02/11/2021	Printed		6636	FRONTIER COMMUNICATIONS	PHONE CHARGES	122.02
200875	02/11/2021	Printed		0441	GOLDEN STATE WATER CO.	WATER USAGE SERVICES	16,611.09
200876	02/11/2021	Printed		2191	HR DIRECT	RETIREMENT SERVICE PIN	42.79
200877	02/11/2021	Printed		7662	ITERIS INC	ENGINEERING SERVICES	1,150.00
200878	02/11/2021	Printed		7150	KOA CORPORATION	STAFF AUGMENTATION SERVICES	11,310.00
200879	02/11/2021	Printed		0321	LEAGUE OF CALIFORNIA CITIES	2021 MEMBERSHIP DUES	13,149.00
200880	02/11/2021	Printed		7750	SALVADOR MARTINEZ	PLANNING DEPOSIT REFUND	965.29
200881	02/11/2021	Printed		7749	KATHRINA MCELHINNIE	BL OVERPAYMENT REFUND	50.00
200882	02/11/2021	Printed		0367	OFFICE DEPOT	OFFICE SUPPLIES	1,559.67
200883	02/11/2021	Printed		4802	DANIEL REID	GENERAL ELECTION DEPOSIT RFD	407.82
200884	02/11/2021	Printed		5895	RICOH USA INC	COPIER LEASE AND USAGE CHARGES	2,142.66
200885	02/11/2021	Printed		7748	INDAR K. SETHI	PLANNING DEPOSIT REFUND	886.97
200886	02/11/2021	Printed		0439	SOUTHERN CALIFORNIA EDISON CO.	UTILITIES ELECTRICITY	9,966.23
200887	02/11/2021	Printed		4142	TIME WARNER CABLE	INTERNET SVCS-01/24-02/23/21	1,232.10
200888	02/11/2021	Printed		3672-CDD	U.S. BANK	CREDIT CARD PAYMENT	10.00
200889	02/11/2021	Printed		3672-CSD	U.S. BANK	CREDIT CARD PAYMENT	343.12
200890	02/11/2021	Printed		3672-MSD	U.S. BANK	CREDIT CARD PAYMENT	73.14
200891	02/11/2021	Printed		0479	VISION SERVICE PLAN	EMPLOYEE BENEFITS-JAN	853.98

Total Checks: 32

Checks Total (excluding void checks): 157,672.37

Total Payments: 32

Bank Total (excluding void checks): 157,672.37

Total Payments: 32

Grand Total (excluding void checks): 157,672.37

Check Register Report

Date: 02/17/2021
 Time: 10:52 am
 Page: 1

City of Lawndale

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							
200892	02/18/2021	Printed		7751	A & S ENGINEERING	PLANNING DEPOSIT REFUND	213.92
200893	02/18/2021	Printed		7283	AL-NOOR PAKISTANI CUISINE	BL OVERPAYMENT REFUND-LATE FEE	43.00
200894	02/18/2021	Printed		6369	AM-TEC SECURITY	ALARM SYSTEM & MONITORING	925.50
200895	02/18/2021	Printed		7660	ARAMSCO INC	CUSTODIAL SUPPLIES	611.97
200896	02/18/2021	Printed		7457	BEACH ELECTRIC COMPANY	ELECTRICAL BREAKER/LINE INSTAL	945.00
200897	02/18/2021	Printed		5341	GARY BURGNER	BL OVERPAYMENT REFUND	50.00
200898	02/18/2021	Printed		6459	CASC ENGINEERING & CONSULTING	NPDES PERMIT COMPLIANCE	1,232.50
200899	02/18/2021	Printed		7564	COLANTUONO, HIGHSMITH, &	LEGAL SERVICES	73.50
200900	02/18/2021	Printed		0219	COUNTY OF LA DEPT OF PUBLIC WK	TRAFFIC SIGNAL MAINTENANCE	1,344.79
200901	02/18/2021	Printed		7577	DE NOVO PLANNING GROUP	GENERAL PLAN AND	14,068.75
200902	02/18/2021	Printed		0218	DEPARTMENT OF JUSTICE	FINGERPRINT APPS	32.00
200903	02/18/2021	Printed		6530	GENERAL INDUSTRIAL TOOL & SUPP	MAINTENANCE SUPPLIES	55.68
200904	02/18/2021	Printed		0441	GOLDEN STATE WATER CO.	WATER USAGE SERVICES	18,652.69
200905	02/18/2021	Printed		0673	HI-WAY SAFETY, INC	STREET SIGNS	648.49
200906	02/18/2021	Printed		4673	INSIGHT PUBLIC SECTOR	COMPUTER EQUIPMENT	433.27
200907	02/18/2021	Printed		0325	LIEBERT CASSIDY WHITMORE	EMPLOYEE INVESTIGATION SVCS	1,546.50
200908	02/18/2021	Printed		5560	MITSUBISHI ELECTRIC & ELECT, I	MAINTENANCE ELEVATOR SERVICE	616.46
200909	02/18/2021	Printed		1140	PACIFIC TIRE SERVICE	VEHICLE MAINTENANCE	1,090.00
200910	02/18/2021	Printed		6123	PRUDENTIAL OVERALL SUPPLY	MAINTENANCE SUPPLIES	176.41
200911	02/18/2021	Printed		5068A	QUADIENT FINANCE USA INC	LATE FEE	39.00
200912	02/18/2021	Printed		7241	CARLA L ROSE-PRYOR	PLANNING COMMISSION STIPEND	50.00
200913	02/18/2021	Printed		6698	SHIRLEY RUDOLPH	PRSSC MEETING STIPEND	50.00
200914	02/18/2021	Printed		2051	MADONNA SITKA	PRSSC MEETING STIPEND	50.00
200915	02/18/2021	Printed		0442	SO CALIF ASSOC OF GOVERNMENTS	MEMBERSHIP FEES FY 20/21	3,016.80
200916	02/18/2021	Printed		2193-A	SOUTH BAY FORD FLEET & TRUCKS	VEHICLE MAINTENANCE	135.00
200917	02/18/2021	Printed		4533	SOUTH BAY LANDSCAPING INC	MAINTENANCE ON CENTER MEDIAN	19,575.00
200918	02/18/2021	Printed		6034	SOUTH COAST MECHANICAL INC	SERVICE BOILER CALL OUT	238.00
200919	02/18/2021	Printed		0440	SOUTHERN CALIFORNIA GAS CO.	UTILITY GAS CHARGES	1,322.64
200920	02/18/2021	Printed		0346	SPARKLETTS	BOTTLE WATER SERVICE	371.88
200921	02/18/2021	Printed		0849	THE SAFEMART OF SO CAL INC	VEHICLE MAINTENANCE-KEYS	258.00
200922	02/18/2021	Printed		0462	TODD PIPE & SUPPLY-HAWTHORNE	WATER PUMP	323.18
200923	02/18/2021	Printed		7752	TORRANCE AUTO REPAIR	VEHICLE MAINTENANCE	638.48
200924	02/18/2021	Printed		3672-ASD	U.S. BANK	CREDIT CARD PAYMENT	285.00
200925	02/18/2021	Printed		2883	UNDERGROUND SERVICE ALERT SC	DIG ALERT TICKETS	66.10
200926	02/18/2021	Printed		3373	VERIZON WIRELESS	CELL PHONE SERVICES	636.35
200927	02/18/2021	Printed		0480	VISTA PAINT	GRAFFITI SUPPLIES	512.25
200928	02/18/2021	Printed		6697	DANIEL T WOODS	PRSSC MEETING STIPEND	50.00

Total Checks: 37

Checks Total (excluding void checks): 70,378.11

Total Payments: 37

Bank Total (excluding void checks): 70,378.11

Total Payments: 37

Grand Total (excluding void checks): 70,378.11

**MINUTES OF THE
LAWNDALE CITY COUNCIL REGULAR MEETING
February 16, 2021**

A. CALL TO ORDER AND ROLL CALL

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

Councilmembers Present: Mayor Robert Pullen-Miles, Mayor Pro Tem Pat Kearney, Councilmember Bernadette Suarez, Councilmember Rhonda Hofmann-Gorman, Councilmember Sirley Cuevas

Other Participants: City Clerk Erica Harbison, City Manager Kevin M. Chun, City Attorney Gregory M. Murphy, Los Angeles County Sheriff's Department Lieutenant Christopher Lio, Community Services Director Mike Estes, Assistant to the City Manager/Human Resources Director Raylette Felton, Municipal Services Director Michael Reyes, Finance Director Marla Pendleton, Community Development Director Sean Moore, Assistant City Clerk Matthew Ceballos, Public Works Director Julian Lee

B. CEREMONIALS

Councilmember Rhonda Hofmann-Gorman led the flag salute.

C. PUBLIC SAFETY REPORT

Lieutenant Christopher Lio summarized the recent law enforcement activities.

D. ORAL COMMUNICATIONS - ITEMS NOT ON THE AGENDA

No comments provided.

E. COMMENTS FROM COUNCIL

No comments were provided by the Council.

F. CONSENT CALENDAR

1. Motion to read by title only and waive further reading of all ordinances listed on the Agenda

Recommendation: that the City Council approve.

2. Updating City Council Policy No. 77-04 (Records and Information Management), Adding Authorization to Destroy Paper after Imaging/Trustworthy Electronic Records Compliance

Recommendation: that the City Council adopt Resolution No. CC- 2102-006, Updating City Council Policy No. 77-04 (Records and Information Management), Adding Authorization to Destroy Paper after Imaging/Trustworthy Electronic Records Compliance.

3. **Conditional Approval of 2021 Fireworks Permits**
Recommendation: that the City Council award seven (7) conditional 2021 Fireworks permits to Christian Heritage Church; Foursquare Church of Lawndale, Lawndale Chamber of Commerce, Lawndale Little League, Lawndale Rotary Club, Lawndale Parks, Recreation and Social Services Commission, and Wesleyan Church of Lawndale.
4. **Federally Funded Employment and Job Training – South Bay Workforce Investment Board Activities Summary**
Recommendation: that the City Council receive and file the report.
5. **Accounts Payable Register**
Recommendation: that the City Council adopt Resolution No. CC-2102-005, authorizing the payment of certain claims and demands in the amount of \$96,912.75.
6. **Minutes of the Lawndale City Council Regular Meeting – February 1, 2021**
Recommendation: that the City Council approve.
7. **Minutes of the Lawndale City Council Special Meeting – February 10, 2021**
Recommendation: that the City Council approve.

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

G. PUBLIC HEARINGS

8. **Amendment to Title 17 of the Lawndale Municipal Code, Pertaining to the Development Standards for Accessory Dwelling Units (ADU), to Reflect Recent Changes in State Law**
Recommendation: that the City Council (a) conduct a public hearing; (b) determine that Ordinance No. 1178-21 is exempt from the California Environmental Quality Act (“CEQA”) pursuant to Section 15061(b)(3) of the CEQA Guidelines; and (c) introduce and approve the first reading of Ordinance No. 1178-21, amending Lawndale Municipal Code Title 17 regarding Accessory Dwelling Units (ADU) development standards to reflect recent changes in state law.

Community Development Director Sean Moore reported on the Amendment to Title 17 of the Lawndale Municipal Code, Pertaining to the Development Standards for Accessory Dwelling Units (ADU), to Reflect Recent Changes in State Law

Mayor Pullen-Miles opened and closed the public hearing immediately at 6:40 p.m., there being no one to testify.

A motion by Mayor Pro Tem Kearney to determine that Ordinance No. 1178-21 is exempt from the California Environmental Quality Act (“CEQA”) pursuant to Section 15061(b)(3) of the CEQA Guidelines; and introduce and approve the first reading of Ordinance No. 1178-21, amending Lawndale Municipal Code Title 17 regarding Accessory Dwelling Units

(ADU) development standards to reflect recent changes in state law, was seconded by Councilmember Cuevas and carried by a vote of 5-0.

9. Amendment to Chapter 17.50 of the Lawndale Municipal Code, Density Bonus Provisions for Residential Units, to Reflect Recent Changes in State Law

Recommendation: that the City Council (a) conduct a public hearing; (b) determine that Ordinance No. 1179-21 is exempt from the California Environmental Quality Act (“CEQA”) pursuant to Section 15061(b)(3) of the CEQA Guidelines; and (c) introduce and approve the first reading of Ordinance No. 1179-21, amending Chapter 17.50 of the Lawndale Municipal Code, Density Bonus Provisions for Residential Units, to reflect recent changes in state law.

Community Development Director Sean Moore reported on the Amendment to Chapter 17.50 of the Lawndale Municipal Code, Density Bonus Provisions for Residential Units, to Reflect Recent Changes in State Law.

Mayor Pro Tem Pat Kearney inquired about the dimensions of the reduced parking space.

Community Development Director Sean Moore responded it will be a parking space size of 10 x 10.

Mayor Pullen-Miles opened hearing at 6:47 p.m. and closed the public hearing at 6:48 p.m., there being no one to testify.

A motion by Councilmember Suarez to determine that Ordinance No. 1179-21 is exempt from the California Environmental Quality Act (“CEQA”) pursuant to Section 15061(b)(3) of the CEQA Guidelines; and introduce and approve the first reading of Ordinance No. 1179-21, amending Chapter 17.50 of the Lawndale Municipal Code, Density Bonus Provisions for Residential Units, to reflect recent changes in state law, was seconded by Mayor Pro Tem Kearney and carried by a vote of 5-0.

H. ADMINISTRATION

10. Project Development Update

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

City Manager Kevin M. Chun introduced the project development update as a new item for Council review every 6 months.

Community Development Director Sean Moore reported on the Project Development Update.

Mayor Pro Tem Kearney inquired if Lawndale will have bank or credit union businesses in the near future.

Community Development Director Sean Moore responded he is currently working with a potential credit union applicant interested in some sites. Mayor Pullen-Miles added that the financial institutions have also been interested in placing ATM or kiosk machines in Lawndale but he’s hopeful they will settle in a building for walk-in services.

Mayor Pullen-Miles praised the new businesses and development in Lawndale.

Mayor Pullen-Miles inquired if the sign on top of the new business building, Axis Supply, will be utilized. Community Development Director Sean Moore responded it may not be removed, it is leased by the owner and is legal non-conforming but the tenants are allowed to use it.

The Council reached a unanimous consensus to receive and file the report.

11. Award Contract for Solid Waste Consulting Services

Recommendation: that the City Council (a) award the contract for the Solid Waste Consulting Services to HF&H Consultants, LLC in the amount of \$261,000 for the 29 month service period from February 1, 2021 through June 30, 2023; (b) authorize an increase in AB939 contract services appropriations for Fiscal Year 2020-21 in the amount of \$44,289.

Public Works Director Julian Lee reported on the Award Contract for Solid Waste Consulting Services.

A motion by Mayor Pro Tem Kearney to award the contract for the Solid Waste Consulting Services to HF&H Consultants, LLC in the amount of \$261,000 for the 29 month service period from February 1, 2021 through June 30, 2023 and authorize an increase in AB939 contract services appropriations for Fiscal Year 2020-21 in the amount of \$44,289, was seconded by Councilmember Cuevas and carried by a vote of 5-0.

12. Illegal Fireworks Suppression Plan for 2021

Recommendation: that the City Council review the proposed Illegal Fireworks Suppression Plan for 2021, and provide direction on the strategies presented in this staff report.

City Manager Kevin M. Chun introduced item number 12 as the response to the challenges Lawndale has faced with the use of illegal fireworks.

Municipal Services Director Michael Reyes reported on Illegal Fireworks Suppression Plan for 2021.

Councilmember Cuevas inquired if the proposed "Progressive Penalties" will include the violators from the previous year. Municipal Services Director Michael Reyes responded it will be difficult and problematic to retroactively apply the penalties as it is newly introduced.

City Manager Kevin M. Chun added criminal citations were issued in the past and administrative citations would be new in the city and applied from this point forward.

Mayor Pro Tem Kearney suggested deployment of Special Assignment Officer's to be reduced to a total of 4 weeks and inquired how long and what the cost would be to set up the Administrative Citations option.

Municipal Services Director Reyes responded it would not cost the City anything and alter the Deputy's shifts to whatever was most beneficial.

A dialogue ensued between Mayor Pro Tem Kearney and Municipal Services Director Reyes regarding the advertising the use of unmarked, undercover deputy cars.

Mayor Pullen-Miles spoke in support of the proposed plans in hopes it will diminish the use illegal fireworks.

Councilmember Rhonda Hofmann-Gorman commended Municipal Services Director Reyes for the report and spoke in favor of the "Progressive Penalties" to 5 years.

Mayor Pullen-Miles requested staff to look further into the fireworks businesses, in the City, to contribute to the additional costs. City Manager responded he will attempt to do so for this year if not for the following year

Public Comment

Randal Abram, Lawndale Resident, spoke in favor of the suppression plan and compared the proposed notions to previous years. Mr. Abram added the city should turn to the fireworks distributors for a percent of the profits to apply to the increased costs.

Councilmember Suarez and City Manager Chun recommended to place this item on the June City Council Agenda.

The proposed Illegal Fireworks Suppression Plan for 2021 was approved with unanimous consensus of the Council, without objection, and would be formalized at a subsequent meeting.

I. CITY MANAGER'S REPORT

City Manager Kevin Chun spoke of the COVID-19 vaccine availability and advised that information regarding the vaccine was on the City's website (vaccinatelacounty.com and myturn.ca.gov). Mr. Chun went on speaking of the General Plan update that is underway and encourages everyone's participation to help Lawndale develop and grow in the future.

J. ITEMS FROM CITY COUNCILMEMBERS

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

Councilmember Suarez attended the first workshop of the General Plan update and also attended the South Bay Cities Council of Governments steering committee meeting.

Councilmember Sirley Cuevas attended the California Contract Cities Association Virtual Sacramento Legislative Tour and attended the General Plan update workshop. Ms. Cuevas inquired how Lawndale Seniors may participate in the General Plan update if they don't have access to the internet. Community Development Director Moore responded that mailers can be provided or that would set up teleconference to expand engagement.

Councilmember Rhonda Hofmann-Gorman attended a meeting with Sherriff Captain Allen, to discuss issues and activities in Lawndale.

Mayor Pro Tem Kearney attended the Sherriff's Liability Trust Oversight Committee where one case was settled and several are pending.

Mayor Pullen-Miles mentioned COVID-19 tests are being administered at Lawndale Urgent Care located at 16818 Hawthorne Blvd. Mr. Pullen-Miles attended the L.A. County Sanitation District Board of Directors meeting and a California Mayors Coalition meeting.

K. CLOSED SESSION

At 7:01 p.m. the City Council entered into closed session.

14. Conference with Legal Counsel – Existing Litigation

The City Council will conduct a closed session, pursuant to Government Code section 54956.9(d) (1), to confer with legal counsel regarding litigation to which the City is a party. The title of such litigation is as follows: Lawndale vs. Metropolitan Transportation Authority; Case Number 20STCP02875; L.A. County Superior Court.

At 8:37 p.m. the City Council entered back into open session.

City Attorney Gregory M. Murphy reported that the City Council met in Closed Session to discuss the one item listed on the Closed Session agenda. The City Council gave unanimous direction to negotiate out a mutually acceptable settlement agreement.

L. ADJOURNMENT

There being no further business to conduct, the Mayor adjourned the meeting at 8:37 p.m.

Robert Pullen-Miles, Mayor

ATTEST:

Erica Harbison, City Clerk

Approved: 03/01/2021



CITY OF LAWDALE

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

March 1, 2021

TO: Honorable Mayor and City Council
FROM: Mayor Robert Pullen-Miles
Kevin M. Chun, City Manager *[Signature]*
PREPARED BY: Matthew Ceballos, Assistant City Clerk *[Signature]*
SUBJECT: **Parks, Recreation and Social Services Commission Appointments 2021-2023**

BACKGROUND

On February 19, 2019, City Council adopted Resolution No. CC-1902-007 appointing five (5) members to serve on the Parks, Recreation and Social Services Commission for a term beginning March 1, 2019 and ending February 28, 2021.

STAFF REVIEW

To be appointed to the Parks, Recreation and Social Services Commission, a person must submit a written application, must be at least 18 years of age, and must reside in the City for at least consecutive 30 days before submitting the application. Pursuant to California Government Code Section 40605, the Mayor appoints new members with the approval of the City Council.

The City received eight (8) applications for appointment/reappointment to the commission.

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

Daniel Woods *	Christina Carroll*	Dan Reid
David Glass	Jessica Martinez	

*Reappointment

In anticipation that the Mayor would make appointments and that the City Council would approve the appointments, we have prepared Resolution No. CC-2103-011 for your consideration.

The appointment terms will be from March 1, 2021 to February 28, 2023.

LEGAL REVIEW

The City Attorney's office has reviewed Resolution No. CC-2103-011 and has approved it as to form.

City Council Meeting – March 1, 2021
Parks, Recreation and Social Services Commission Appointments 2021-2023

FUNDING

Parks, Recreation and Social Services Commissioners receive a stipend of \$50 per meeting, not to exceed \$100 per month, and may be reimbursed for expenses related to their duties if approved by the City Council. As there is sufficient funding in the Community Services Department budget, no additional funding will be needed.

RECOMMENDATION

Staff recommends that: (a) the City Council approve the Mayor’s appointments by directing staff to insert the appointees’ names in Section 1 and 2 of Resolution No. CC-2103-011; and (b) the City Council adopt the resolution as amended.

Attachments: Resolution No. CC-2103-011
 Applications for Appointment to the Parks, Recreation and Social Services
 Commission

RESOLUTION NO. CC-2103-011

**A RESOLUTION OF THE CITY COUNCIL
OF THE CITY OF LAWNSDALE, CALIFORNIA
CONFIRMING APPOINTMENTS TO
THE PARKS, RECREATION AND SOCIAL SERVICES COMMISSION**

WHEREAS, pursuant to Lawndale Municipal Code Chapter 2.40, the Parks, Recreation and Social Services Commission consists of five members who have the power, except as otherwise provided by law, to: (a) advise the city council in matters pertaining to social and leisure programs for the city. The commission may make recommendations to the city council on priorities for the development and provision of social and leisure programs for the residents of Lawndale and the acquisition and operation of related facilities; (b) be responsible for assisting the city council and community services department in identifying and assessing areas of social and leisure needs, and for cooperating with other individuals and community agencies engaged in serving human needs to identify service gaps and areas of duplication within the community; (c) encourage the maximum availability of social and leisure opportunities within the community through appropriate scheduling of facilities and through the promotion of citizen participation in the development and operation of nontax-supported programs; and (d) independently act to raise funds, the commission shall be authorized to spend such funds on social and leisure items and events within the city as more fully described in Chapter 3.10 of the code; and

WHEREAS, on February 19, 2019, with the adoption of Resolution No. 1902-008, the City Council appointed 5 members of the Parks, Recreation and Social Services Commission to terms that would end February 28, 2021; and

WHEREAS, Parks, Recreation and Social Services commissioners serve a term beginning March 1 of each odd-numbered year and ending on February 28 of the succeeding odd-numbered year; and

WHEREAS, eligible residents have submitted applications for appointment and reappointment to the Parks, Recreation and Social Services Commission; and

WHEREAS, the Mayor and City Council have reviewed the applications; and

WHEREAS, the Mayor has reappointed 2 of the applicants and appointed 3 of the applicants to the Parks, Recreation and Social Services Commission and the City Council wishes to ratify the appointments.

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

SECTION 1. The City Council confirms the Mayor's reappointment of _____, to the Parks, Recreation and Social Services Commission.

SECTION 2. The City Council confirms the Mayor's appointment of _____, to the Parks, Recreation and Social Services Commission.

SECTION 3. All members of the Parks, Recreation and Social Services Commission shall serve a term of office to commence on March 1, 2021 and expire on February 28, 2023 unless earlier removed.

SECTION 4. Pursuant to the California Political Reform Act, all newly appointed Parks, Recreation and Social Services commissioners are required to file with the City Clerk a Statement of Economic Interests a) within 30 days of assuming office and b) all commissioners must file a Statement of Economic Interest annually while in office.

SECTION 5. Pursuant to Council Policy No. 93-09, each newly appointed commissioner must submit to a background check upon appointment.

SECTION 6. Pursuant to Council Policy No. 93-09, each commissioner will receive a stipend of \$50 per meeting attended, not to exceed \$100 per month, and may receive reimbursement for necessary travel and other expenses incurred in the performance of an official duty, when such expenditures are first authorized by the City Council.

PASSED, APPROVED AND ADOPTED this 1st day of March, 2021.

Robert Pullen-Miles, Mayor

ATTEST:

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

I, Erica Harbison, 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-2103-011 at a regular meeting of said Council held on the 1st day of March, 2021, by the following roll call vote:

Name	Voting		Present, Not Voting		Absent
	Aye	No	Abstain	Not Participating	
Robert Pullen-Miles, Mayor					
Pat Kearney, Mayor Pro Tem					
Bernadette Suarez					
Rhonda Hofmann Gorman					
Sirley Cuevas					

Erica Harbison, City Clerk

APPROVED AS TO FORM:

Gregory M. Murphy, City Attorney



CITY OF LAWNDALE
APPLICATION FOR APPOINTMENT TO
CITY COMMISSIONS, COMMITTEES AND BOARDS

I am applying for appointment to: (check all boxes that apply)
[] Planning Commission
[X] Parks, Recreation & Social Services Commission
[] Cable Commission
[] Beautification Committee
[] Senior Citizen Advisory Committee
[] Personnel Board

Name: DANIEL WOODS Daytime Phone: [REDACTED]
Address: [REDACTED] City: LAWNDALE Zip: 90260
E-mail Address: [REDACTED] Yrs. Lived in Lawndale: 15

Occupation: CONTRACTOR
Duties: All

Employer: SELF Work Phone: [REDACTED]
Address: [REDACTED] City: LAWNDALE Zip: 90260

Educational Background/Degrees: High School / Tech School
Licenses or Special Certificates Held: CA. STATE CONTRACTORS LIC.

List any other committees/commissions on which you have served, and the year(s) of service:
PARKS RECREATION & SOCIAL SERVICES COMMISSION

Organizations to which you belong (professional, technical, community, services):
PISSC LAWNDALE

State specifically why you wish to serve and why you believe you are qualified for the position. (Use additional paper, if necessary). I would like to continue to help the citizens of Lawndale and our community in general

References (include name and daytime phone number): (1) JIM OSBOURNE [REDACTED]
(2) STEVE LOMBARD [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 and agree to the following: a) that any or all information on this form may be verified; b) that this document is a public record subject to disclosure under the Public Records Act c) that, if I am appointed, I will be required to submit to a background check by the City.

Signature: [REDACTED] Date: 12/29/2020

The City of Lawndale advises the public, employees and job applicants that it 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.



CITY OF LAWDALE
APPLICATION FOR APPOINTMENT TO
CITY COMMISSIONS, COMMITTEES AND BOARDS

21 FEB 18 8:11 AM

I am applying for appointment to: (check all boxes that apply)

<input type="checkbox"/> Planning Commission	<input type="checkbox"/> Beautification Committee
<input checked="" type="checkbox"/> Parks, Recreation & Social Services Commission	<input type="checkbox"/> Senior Citizen Advisory Committee
<input type="checkbox"/> Media and Technology Advisory Committee	<input type="checkbox"/> Personnel Board

Name: christina carroll Daytime Phone: [REDACTED]

Home Address: [REDACTED] City: lawndale Zip: 90260

E-mail Address: [REDACTED] Yrs. Lived in Lawndale: 5

Occupation (briefly describe your duties): restaurant manager

Employer: zisls group Work Phone: _____

Work Address: [REDACTED] City: torrance Zip: 90503

Educational Background/Degrees: associates

Licenses or Special Certificates Held: _____

List any other committees/commissions on which you have served, and the year(s) of service:

Organizations to which you belong (professional, technical, community, services):

State why you wish to serve and why you believe you are qualified for the position. (Use additional paper, if necessary).
 I have enjoyed my term so far and have learned so much about my city. Being a Navy child has helped me get worldly exposure to culture and communities. I want to continue my growth with the Lawndale community and be a part of change.

- References (include name and daytime phone number):
- (1) Colleen Sexton [REDACTED]
 - (2) Monlea Barba [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 and agree to the following: a) that I am disqualified from appointment to any advisory body if I am a relative of a councilmember, a city employee or a person appointed to the same advisory body to which I am applying; b) that any or all information on this form may be verified; c) that this document is a public record subject to disclosure under the Public Records Act; and d) that, if I am appointed, I will be required to submit to a background check by the City.

Signature: [REDACTED] Date: 02/16/2020

The City of Lawndale advises the public, employees and job applicants that it 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.

RETURN THIS FORM TO:
 CITY CLERK, CITY OF LAWDALE, 14717 BURIN AVENUE, LAWDALE, CA. 90260
 For information call (310) 973-3213

21 JAN 28 12:32PM



CITY OF LAWNDALE APPLICATION FOR APPOINTMENT TO CITY COMMISSIONS, COMMITTEES AND BOARDS

I am applying for appointment to: (check all boxes that apply)

<input checked="" type="checkbox"/> Planning Commission	<input type="checkbox"/> Beautification Committee
<input checked="" type="checkbox"/> Parks, Recreation & Social Services Commission	<input type="checkbox"/> Senior Citizen Advisory Committee
<input type="checkbox"/> Media and Technology Advisory Committee	<input type="checkbox"/> Personnel Board

Name: Daniel Reid Daytime Phone: [REDACTED]

Home Address: [REDACTED] City: Lawndale Zip: 90260

E-mail Address: [REDACTED] Yrs. Lived in Lawndale: 31

Occupation (briefly describe your duties): Credit Manager

Employer: Insight Enterprises Work Phone: [REDACTED]

Work Address: [REDACTED] City: El Segundo Zip: 90245

Educational Background/Degrees: Bookkeeping Certificate, El Camino College

Licenses or Special Certificates Held: _____

List any other committees/commissions on which you have served, and the year(s) of service:
Planning Commission 2010-2014, Parade Committee, City Council 2014-2020

Organizations to which you belong (professional, technical, community, services):
National Asoc of Credit Managers, National Cyberforensics Training Alliance, US Navy Veteran

State why you wish to serve and why you believe you are qualified for the position. (Use additional paper, if necessary).
 Strongly desire to continue serving our fine community, bringing my managerial knowledge in addition to my knowledge of our city commission duties. I desire planning commission as I have served that capacity and enjoy the work & involvement, and I am willing to server in Parks & Rec as well...many good programs within the city

References (include name and daytime phone number):

(1) Pat Kearney [REDACTED]

(2) Michael Harblson [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 and agree to the following: a) that I am disqualified from appointment to any advisory body if I am a relative of a councilmember, a city employee or a person appointed to the same advisory body to which I am applying; b) that any or all information on this form may be verified; c) that this document is a public record subject to disclosure under the Public Records Act; and d) that, if I am appointed, I will be required to submit to a background check by the City.

Signature: [REDACTED] Date: 1/27/20

The City of Lawndale advises the public, employees and job applicants that it 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.

RETURN THIS FORM TO:
 CITY CLERK, CITY OF LAWNDALE, 14717 BURIN AVENUE, LAWNDALE, CA. 90260
 For information call (310) 973-3213



21 FEB 1 3:37PM

CITY OF LAWDALE APPLICATION FOR APPOINTMENT TO CITY COMMISSIONS, COMMITTEES AND BOARDS

I am applying for appointment to: (check all boxes that apply)

<input type="checkbox"/> Planning Commission	<input type="checkbox"/> Beautification Committee
<input checked="" type="checkbox"/> Parks, Recreation & Social Services Commission	<input type="checkbox"/> Senior Citizen Advisory Committee
<input type="checkbox"/> Media and Technology Advisory Committee	<input type="checkbox"/> Personnel Board

Name: David Glass Daytime Phone: [REDACTED]

Home Address: [REDACTED] City: Lawndale Zip: 90260

E-mail Address: [REDACTED] Yrs. Lived in Lawndale: 5

Occupation (briefly describe your duties): E-commerce and marketing for social media companies

Employer: Independent Contractor Work Phone: [REDACTED]

Work Address: [REDACTED] City: Los Angeles Zip: 90019

Educational Background/Degrees: Marketing and Business Relations

Licenses or Special Certificates Held: Youtube content creator certificate for music journalism

List any other committees/commissions on which you have served, and the year(s) of service:
I have developed programs for students and organize events in West LA and Santa Monica for over 10 years.

Organizations to which you belong (professional, technical, community, services):
I have helped and still in touch with the Pico Youth and Family Center and also help with business training.

State why you wish to serve and why you believe you are qualified for the position. (Use additional paper, if necessary).
As mentioned above, I have experience in organizing events and educating youth on necessary job skills needed in the future such as technology. I have helped build organizations in the city of Los Angeles and can help with this in the South Bay. I feel Lawndale is a great city where we can bring resources right here.

References (include name and daytime phone number):
(1) Riley Davidson [REDACTED]
(2) Oscar De La Torre [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 and agree to the following: a) that I am disqualified from appointment to any advisory body if I am a relative of a councilmember, a city employee or a person appointed to the same advisory body to which I am applying; b) that any or all information on this form may be verified; c) that this document is a public record subject to disclosure under the Public Records Act; and d) that, if I am appointed, I will be required to submit to a background check by the City.

Signature: [REDACTED] Date: 2/1/21

The City of Lawndale advises the public, employees and job applicants that it 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.

RETURN THIS FORM TO:
CITY CLERK, CITY OF LAWDALE, 14717 BURIN AVENUE, LAWDALE, CA, 90260
For information call (310) 973-3213



'21 FEB 11 8:21 AM

CITY OF LAWNSDALE APPLICATION FOR APPOINTMENT TO CITY COMMISSIONS, COMMITTEES AND BOARDS

I am applying for appointment to: (check all boxes that apply)

<input type="checkbox"/> Planning Commission	<input type="checkbox"/> Beautification Committee
<input checked="" type="checkbox"/> Parks, Recreation & Social Services Commission	<input type="checkbox"/> Senior Citizen Advisory Committee
<input type="checkbox"/> Media and Technology Advisory Committee	<input type="checkbox"/> Personnel Board

Name: Jessica Martinez Daytime Phone: [REDACTED]

Home Address: [REDACTED] City: Lawndale Zip: 90260

E-mail Address: [REDACTED] Yrs. Lived in Lawndale: 22

Occupation (briefly describe your duties): N/A

Employer: _____ Work Phone: _____

Work Address: _____ City: _____ Zip: _____

Educational Background/Degrees: Bachelor of Science In Business Administration

Licenses or Special Certificates Held: AS9100 Internal Auditor Certification

List any other committees/commissions on which you have served, and the year(s) of service:
N/A

Organizations to which you belong (professional, technical, community, services):
Young Women President - administer activities for the youth in our community.

State why you wish to serve and why you believe you are qualified for the position. (Use additional paper, if necessary).
I wish to serve as a committee member to provide service to my community. I believe I am qualified for this position because I have been a resident of Lawndale for twenty-two years of my life. I feel that being a resident has allowed me to get closer to my community and makes me more invested in its best interest.

- References (include name and daytime phone number):
- (1) Patricia Moeses-Flores [REDACTED]
 - (2) Adrian Martinez [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 and agree to the following: a) that I am disqualified from appointment to any advisory body if I am a relative of a councilmember, a city employee or a person appointed to the same advisory body to which I am applying; b) that any or all information on this form may be verified; c) that this document is a public record subject to disclosure under the Public Records Act; and d) that, if I am appointed, I will be required to submit to a background check by the City.

Signature: [REDACTED] Date: 2/10/21

The City of Lawndale advises the public, employees and job applicants that it 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.

RETURN THIS FORM TO:
CITY CLERK, CITY OF LAWNSDALE, 14717 BURIN AVENUE, LAWNSDALE, CA. 90260
For information call (310) 973-3213



CITY OF LAWNDALE

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

March 1, 2021

TO: Honorable City Council

FROM: Mayor Robert Pullen-Miles
Kevin M. Chun, City Manager *[Signature]*

PREPARED BY: Matthew Ceballos, Assistant City Clerk *[Signature]*

SUBJECT: **Planning Commission Appointments 2021-2023**

BACKGROUND

On February 19, 2019, City Council adopted Resolution No. CC-1902-006, appointing five (5) members to serve on the Planning Commission for a term beginning March 1, 2019 and ending February 28, 2021.

On March 18, 2019, City Council adopted Resolution No. CC-1903-016, rescinding one (1) appointment and leaving a vacancy.

On April 15, 2019, City Council adopted Resolution No. CC-1904-022, appointing one (1) member to fill the vacancy and serve on the Planning Commission for a term ending February 28, 2021.

STAFF REVIEW

To be appointed to the Planning Commission, a person must submit a written application, must be at least 18 years of age, and must reside in the City for at least consecutive 30 days before submitting the application. Pursuant to Lawndale Municipal Code Section 2.40.030, the Mayor appoints new members with the approval of the City Council.

The City received eight (8) applications for appointment to the Commission.

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

John Martinez*	Scott Smith*	Madonna Sitka
Ni Kal S. Price	Erick Escamilla	

*Reappointment

In anticipation that the Mayor would make the appointments and that the City Council would approve the appointments, we have prepared Resolution No. CC-2103-012 for your consideration.

City Council Meeting – March 1, 2021
Planning Commission Appointments 2021-2023

The term for these appointments would start on March 1, 2021 and end February 28, 2023.

LEGAL REVIEW

The City Attorney's office has reviewed Resolution No. CC-2103-012 and has approved it as to form.

FISCAL IMPACT

Planning Commissioners receive a stipend of \$50 per meeting, not to exceed \$100 per month, and may be reimbursed for expenses related to their duties if approved by the City Council. As there is sufficient funding in the Community Development Department budget, no additional funding will be needed.

RECOMMENDATION

Staff recommends that: (a) the City Council approve the Mayor's appointments by directing staff to insert the appointees' name in Section 1 and 2 of Resolution No. CC-2103-012; and (b) the City Council adopt the resolution as amended.

Attachments: Resolution No. CC-2103-012
 Applications for Appointment to the Planning Commission

RESOLUTION NO. CC-2103-012

**A RESOLUTION OF THE CITY COUNCIL
OF THE CITY OF LAWNSDALE, CALIFORNIA
CONFIRMING APPOINTMENTS TO
THE LAWNSDALE PLANNING COMMISSION**

WHEREAS, pursuant to Lawnsdale Municipal Code Chapter 2.40, the Lawnsdale Planning Commission consists of five members who have the power, except as otherwise provided by law, to: (a) recommend to the proper office plans for the regulation of the future growth, development and beautification of the city; (b) recommend to the proper office of the city plans consistent with the future growth and development of the city; and (c) do such other things as shall be necessary to carry out the provisions of this code and the provisions of the Conservation and Planning Act of the state; and

WHEREAS, on February 19, 2019, with the adoption of Resolution No. CC-1902-006, the City Council appointed 5 members of the Lawnsdale Planning Commission to terms that would end February 28, 2021; and

WHEREAS, on March 18, 2019, with the adoption of Resolution No. CC-1903-016, the City Council rescinded the appointment of 1 member of the Planning Commission effective immediately; and

WHEREAS, on April 15, 2019, with the adoption of Resolution No. CC-1904-022, the City Council appointed 1 member of the Lawnsdale Planning Commission to a term that would end February 28, 2021; and

WHEREAS, Planning Commissioners serve a term beginning March 1 of each odd-numbered year and ending on February 28 of the succeeding odd-numbered year; and

WHEREAS, eligible residents have submitted applications for appointment and reappointment to the Planning Commission; and

WHEREAS, the Mayor and City Council have reviewed the applications; and

WHEREAS, the Mayor has reappointed 2 of the applicants and appointed 3 applicants to fill the Planning Commission and the City Council wishes to ratify 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 reappointment of _____, to the Planning Commission.

SECTION 2. The City Council approves the Mayor's appointment of _____, to the Planning Commission.

SECTION 3. All members of the Planning Commission shall serve a term of office to commence on March 1, 2021 and expire on February 28, 2023, unless earlier removed.

SECTION 4. Pursuant to the California Political Reform Act, all newly appointed planning commissioners are required to file with the city clerk a Statement of Economic Interests a) within 30 days of assuming office and b) annually while in office.

SECTION 5. Pursuant to Council Policy No. 93-09, a newly appointed commissioner must submit to a background check upon appointment.

SECTION 6. Pursuant to Council Policy No. 93-09, each commissioner will receive a stipend of \$50 per meeting attended, not to exceed \$100 per month, and may receive reimbursement for necessary travel and other expenses incurred in the performance of an official duty, when such expenditures are first authorized by the City Council.

PASSED, APPROVED AND ADOPTED this 1st day of March, 2021.

Robert Pullen-Miles, Mayor

ATTEST:

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

I, Erica Harbison, 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-2103-012 at a regular meeting of said Council held on the 1st day of March, 2021, by the following roll call vote:

Name	Voting		Present, Not Voting		Absent
	Aye	No	Abstain	Not Participating	
Robert Pullen-Miles, Mayor					
Pat Kearney, Mayor Pro Tem					
Bernadette Suarez					
Rhonda Hofmann Gorman					
Sirley Cuevas					

Erica Harbison, City Clerk

APPROVED AS TO FORM:

Gregory M. Murphy, City Attorney



**CITY OF LAWDALE
APPLICATION FOR APPOINTMENT TO
CITY COMMISSIONS, COMMITTEES AND BOARDS**

I am applying for appointment to: (check all boxes that apply)

<input checked="" type="checkbox"/> Planning Commission	<input type="checkbox"/> Beautification Committee
<input type="checkbox"/> Parks, Recreation & Social Services Commission	<input type="checkbox"/> Senior Citizen Advisory Committee
<input type="checkbox"/> Media and Technology Advisory Committee	<input type="checkbox"/> Personnel Board

Name: John Martinez Daytime Phone: [REDACTED]

Home Address: [REDACTED] City: Lawndale Zip: 90260

E-mail Address: [REDACTED] Yrs. Lived in Lawndale: 15

Occupation (briefly describe your duties): Realtor/ Salesperson

Employer: Self Employed Work Phone: [REDACTED]

Work Address: [REDACTED] City: Lawndale Zip: 90260

Educational Background/Degrees: High School Graduate with some college

Licenses or Special Certificates Held: Salesperson- CA

List any other committees/commissions on which you have served, and the year(s) of service:
Lawndale's Beautification Committee (2 yrs) & Planning Commission (4 yrs)

Organizations to which you belong (professional, technical, community, services):
NAR, CAR, So. Bay board of Realtors, Lawndale Little League

State why you wish to serve and why you believe you are qualified for the position. (Use additional paper, if necessary).
I get a satisfaction of serving the community. I believe ethics and good moral should be applied when making decisions for the community. You also need people that are not afraid to make those decisions. I have these qualities. Also being a Realtor, understanding building and land use with Planning Comm duties go hand in hand

References (include name and daytime phone number):
(1) Kevin Sullivan - [REDACTED]
(2) Frank Rodriguez - [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 and agree to the following: a) that I am disqualified from appointment to any advisory body if I am a relative of a councilmember, a city employee or a person appointed to the same advisory body to which I am applying; b) that any or all information on this form may be verified; c) that this document is a public record subject to disclosure under the Public Records Act; and d) that, if I am appointed, I will be required to submit to a background check by the City.

Signature: [REDACTED] Date: 1/19/21

The City of Lawndale advises the public employees and job applicants that it 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.

RETURN THIS FORM TO:
CITY CLERK, CITY OF LAWDALE, 14717 BURIN AVENUE, LAWDALE, CA. 90260
For information call (310) 973-3213



CITY OF LAWDALE APPLICATION FOR APPOINTMENT TO CITY COMMISSIONS, COMMITTEES AND BOARDS

I am applying for appointment to: (check all boxes that apply)

Planning Commission Beautification Committee
 Parks, Recreation & Social Services Commission Senior Citizen Advisory Committee
 Media and Technology Advisory Committee Personnel Board

Name: Scott Smith Daytime Phone: [REDACTED]

Home Address: [REDACTED] City: Lawndale Zip: 90260

E-mail Address: [REDACTED] Yrs. Lived in Lawndale: 21

Occupation (briefly describe your duties): Property Manager

Employer: Piccadilly Manor COA Work Phone: [REDACTED]

Work Address: same as above City: _____ Zip: _____

Educational Background/Degrees: _____

Licenses or Special Certificates Held: Current Planning Commissioner / Lawndale CERT

List any other committees/commissions on which you have served, and the year(s) of service:
Current Planning Commissioner

Organizations to which you belong (professional, technical, community, services):

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

I enjoy and would like to continue serving Lawndale as a Planning Commissioner

References (include name and daytime phone number):
(1) Sirley Cuevas [REDACTED]
(2) Steve Cammarata [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 and agree to the following: a) that I am disqualified from appointment to any advisory body if I am a relative of a councilmember, a city employee or a person appointed to the same advisory body to which I am applying; b) that any or all information on this form may be verified; c) that this document is a public record subject to disclosure under the Public Records Act; and d) that, if I am appointed, I will be required to submit to a background check by the City.

Signature: [REDACTED] Date: 2/4/2021

The City of Lawndale advises the public, employees and job applicants that it 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.

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CITY OF LAWDALE APPLICATION FOR APPOINTMENT TO CITY COMMISSIONS, COMMITTEES AND BOARDS

FORM 100
REV. 11/18

I am applying for appointment to: (check all boxes that apply)

<input checked="" type="checkbox"/> Planning Commission	<input type="checkbox"/> Beautification Committee
<input type="checkbox"/> Parks, Recreation & Social Services Commission	<input type="checkbox"/> Senior Citizen Advisory Committee
<input type="checkbox"/> Media and Technology Advisory Committee	<input type="checkbox"/> Personnel Board

Name: MADONNA L. SITKA Daytime Phone: [REDACTED]

Home Address: [REDACTED] City: LAWDALE Zip: 90260

E-mail Address: [REDACTED] Yrs. Lived in Lawndale: 30+ YRS

Occupation (briefly describe your duties): INSURANCE AGENT / BROKER

Employer: MADONNA L. SITKA INSURANCE AGENCY Work Phone: [REDACTED]

Work Address: [REDACTED] City: REDONDO BEACH Zip: 90260

Educational Background/Degrees: HIGH SCHOOL | INSURANCE & NOTARY CONTINUING EDUCATION

Licenses or Special Certificates Held: INSURANCE LICENSE & NOTARY PUBLIC

List any other committees/commissions on which you have served, and the year(s) of service:
PARKS, RECREATION & SOCIAL SERVICES COMMISSION FOR 15+ YRS.

Organizations to which you belong (professional, technical, community, services):
NONE AT THIS TIME

State why you wish to serve and why you believe you are qualified for the position. (Use additional paper, if necessary).
I WOULD LIKE TO SERVE ON THE PLANNING COMMISSION TO DEEPEN MY COMMUNITY INVOLVEMENT ON A DIFFERENT LEVEL. I HAVE BEEN A LONG TIME RESIDENT OF THE CITY AND HAVE A PASSION FOR HOME IMPROVEMENT NEW CONSTRUCTION AND CITY BEAUTIFICATION. I WOULD LIKE TO BE PART OF THE FUTURE GROWTH & DEVELOPMENT OF THE CITY.

References (include name and daytime phone number):
(1) PAT KEARNY [REDACTED]
(2) AUDREY DIGGS [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 and agree to the following: a) that I am disqualified from appointment to any advisory body if I am a relative of a councilmember, a city employee or a person appointed to the same advisory body to which I am applying; b) that any or all information on this form may be verified; c) that this document is a public record subject to disclosure under the Public Records Act; and d) that, if I am appointed, I will be required to submit to a background check by the City.

Signature: [REDACTED] Date: 1/21/2021

The City of Lawndale advises the public, employees and job applicants that it 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.

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**CITY OF LAWNSDALE
APPLICATION FOR APPOINTMENT TO
CITY COMMISSIONS, COMMITTEES AND BOARDS**

I am applying for appointment to: (check all boxes that apply)

<input checked="" type="checkbox"/> Planning Commission	<input type="checkbox"/> Beautification Committee
<input checked="" type="checkbox"/> Parks, Recreation & Social Services Commission	<input type="checkbox"/> Senior Citizen Advisory Committee
<input type="checkbox"/> Media and Technology Advisory Committee	<input type="checkbox"/> Personnel Board

Name: Ni Kal S. Price Daytime Phone: [REDACTED]

Home Address: [REDACTED] City: Lawndale Zip: 90260

E-mail Address: [REDACTED] Yrs. Lived in Lawndale: 15

Occupation (briefly describe your duties): Umemployed, but COO of the Price Family

Employer: n/a Work Phone: [REDACTED]

Work Address: same as above City: _____ Zip: _____

Educational Background/Degrees: Bach. Science Electrical Engineering (Howard Univ.), MBA - Marketing (USC)

Licenses or Special Certificates Held: n/a

List any other committees/commissions on which you have served, and the year(s) of service:
None for the City of Lawndale

Organizations to which you belong (professional, technical, community, services):
See separate paper.

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

- References (include name and daytime phone number):
- (1) Dr. Betsy Hamilton, [REDACTED]
 - (2) Doris Rice-Rembert, [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 and agree to the following: a) that I am disqualified from appointment to any advisory body if I am a relative of a councilmember, a city employee or a person appointed to the same advisory body to which I am applying; b) that any or all information on this form may be verified; c) that this document is a public record subject to disclosure under the Public Records Act; and d) that, if I am appointed, I will be required to submit to a background check by the City.

Signature: [REDACTED] Date: 2/11/21

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RETURN THIS FORM TO:
CITY CLERK, CITY OF LAWNSDALE, 14717 BURIN AVENUE, LAWNSDALE, CA, 90260
For information call (310) 973-3213



CITY OF LAWDALE APPLICATION FOR APPOINTMENT TO CITY COMMISSIONS, COMMITTEES AND BOARDS

I am applying for appointment to: (check all boxes that apply)

<input checked="" type="checkbox"/> Planning Commission	<input type="checkbox"/> Beautification Committee
<input type="checkbox"/> Parks, Recreation & Social Services Commission	<input type="checkbox"/> Senior Citizen Advisory Committee
<input type="checkbox"/> Media and Technology Advisory Committee	<input type="checkbox"/> Personnel Board

Name: Erick Escamilla Daytime Phone: [REDACTED]

Home Address: [REDACTED] City: Lawndale Zip: 90260

E-mail Address: [REDACTED] Yrs. Lived in Lawndale: 19

Occupation (briefly describe your duties): BIM Technician,

Employer: AMA Consulting Engineers, p.c. Work Phone: [REDACTED]

Work Address: [REDACTED] City: [REDACTED] Zip: [REDACTED]

Educational Background/Degrees: A.S. in Architecture (ECC in progress), B.S. of Civil Engineering (CSUS in prog.)

Licenses or Special Certificates Held: _____

List any other committees/commissions on which you have served, and the year(s) of service:
Beautification Committee (1 year)

Organizations to which you belong (professional, technical, community, services):
ECC Architecture Club,

State why you wish to serve and why you believe you are qualified for the position. (Use additional paper, if necessary).
 As a student in Arch. & C.E. I know that must famialrize myself with the city's ordinance and municipal codes. I am already slightly familiar which such in the city of El Segundo where I work for a MEP firm that primarily builds in the city of El Segundo & work closely with the engineers to aid them get their plans approved by plan check.

References (include name and daytime phone number):
 (1) Eric Gonzalez
 (2) [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 and agree to the following: a) that I am disqualified from appointment to any advisory body if I am a relative of a councilmember, a city employee or a person appointed to the same advisory body to which I am applying; b) that any or all information on this form may be verified; c) that this document is a public record subject to disclosure under the Public Records Act; and d) that, if I am appointed, I will be required to submit to a background check by the City.

Signature: [REDACTED] Date: 2/25/20

The City of Lawndale advises the public, employees and job applicants that it 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.

RETURN THIS FORM TO:
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CITY OF LAWDALE

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

DATE: March 1, 2021

TO: Honorable Mayor and City Council

FROM: Kevin M. Chun, City Manager *[Signature]*

PREPARED BY: Diane Parsley, Executive Assistant *[Signature]*

SUBJECT: **Southern California Association of Governments Annual General Assembly
Appointment of Voting Delegate and Alternate – May 6, 2021**

BACKGROUND

The City Clerk's Office received information from the Southern California Association of Governments (SCAG) regarding the City of Lawndale's attendance at the 2021 General Assembly business meeting and the appointment of a voting delegate, and alternate (if desired).

Last year, former City Councilmember James Osborne participated as a SCAG Policy and Committee member and voting delegate; City Councilmember Bernadette Suarez was the voting alternate.

STAFF REVIEW

Based on information received from SCAG, conference sessions are not expected to take place this year; the business meeting is scheduled to take place virtually at 11 a.m. on May 6, 2021.

Voting delegates typically consider the annual budget, ratify board officers for the coming year, and may vote on bylaws revisions and resolutions. To have a vote in the general assembly, the City must formally designate a delegate. The City may also designate an alternate in the event the delegate is unable to vote.

LEGAL REVIEW

None.

FISCAL IMPACT

Due to the COVID-19 pandemic, the business meeting will take place virtually in 2021. There will be no need for travel costs to be allocated and there is no charge to attend the virtual business meeting.

RECOMMENDATION

Staff recommends that the City Council determine: a) who will attend the SCAG annual business meeting, b) designate the City's voting delegate, c) designate the City's voting alternate (if desired), and d) direct the City Clerk's Office to formally confirm the delegate and alternate selection and forward that information to SCAG.



CITY OF LAWDALE

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

DATE: March 1, 2021

TO: Honorable Mayor and City Council

FROM: Kevin M. Chun, City Manager 

PREPARED BY: Mike Estes, Director of Community Services
Michael Reyes, Director of Municipal Services

SUBJECT: **Cancellation of City Special Events Programs for March and April 2021**

BACKGROUND

The City of Lawndale Community Services Department plans and organizes special event programs for its residents and the community to enjoy. The City's annual menu of special event programs includes thirteen events. In March and April of each year for approximately the past two decades, the City has typically had four special event programs (Youth in Government Day, Spring Clean Up Week, Easter Egg Hunt and Youth Day Parade).

STAFF REVIEW

On March 16, 2020, the City Council moved to adopt Resolution 2003-016 ratifying the proposed Local Emergency Proclamation and modifications to City operations as it relates to the COVID-19 pandemic. Because it was generally unclear how the COVID-19 pandemic would evolve when the Local Emergency Proclamation was ratified by the City Council, staff determined that it would be best to address special event program cancellations in 2020 as events draw near to avoid cancelling special event programs prematurely. Staff believes that this approach should be used again for special event cancellations in 2021.

The following 2021 special event programs are being recommended for cancellation or modification:

Spring City-wide Cleanup Day:

Traditionally, this event has taken place in the latter part of March and extends over two weekends and nine days. The City-wide Cleanup Day typically takes place on the final Saturday in March and consists of residents volunteering to help beautify the City. The Center for Disease Control (CDC) considers medium-sized in-person gatherings "higher risk" than virtual events or smaller in-person outdoor events. Although this event may not attract a number of people to be considered a "higher risk" event, the Los Angeles County Department of Public Health (LACDPH) in its Protocol for Social Distancing, Appendix A published on December 29, 2020, emphasizes that group gatherings should be limited to "persons living together as a single living unit" or "household."

In 2020, the City conducted a modified event absent the City-wide Cleanup Day and all event elements that required contact with staff or visits to a City facility. However, such event included Curbside

Recycling and Bulky Item Pickup facilitated by the City’s contracted waste hauler which eliminated contacts with staff and visits to City facilities.

Youth in Government Day:

This event is typically held on a date that is conducive for the four local high schools that typically participate in the event and is scheduled around the various spring breaks for the five participating schools: Lawndale, Leuzinger, Lloyde, Environmental Charter and Hawthorne high schools. The Community Services Department typically begins reaching out to the schools in early to mid-January to ensure the event gets maximum participation while allowing the schools time to determine which students the schools select for participation. Due to the fact that students have not yet returned to school, coupled with the fact that this is an indoor event which could encourage the potential spread of COVID-19, staff recommends that this event is cancelled for 2021.

Easter Egg Hunt:

This event typically takes place on the Saturday prior to Easter Sunday making Saturday, April 3, 2021 the preliminary event date. This event typically includes approximately 600 to 800 participants not only participating in the Easter Egg Hunt, but other activities that take place such as, arts and crafts, coloring station, visits with the Easter Bunny and other activities. Including parents and relatives of the program participants, this event typically exceeds 800 individuals and in some years has approached 1,000. With such a large number of individuals confined in a small space, this event would be virtually impossible to socially distance all of the participants and parents attending the event.

Youth Day Parade:

This event typically takes place on the final Saturday in April and requires approximately six months of planning, recruiting, and organizing that, under normal circumstances, begins in September of each year. There are a number of reasons why staff is recommending the cancellation of the 2021 event such as: 1) LACDPH currently prohibits parades outside of “vehicle” parades and “drive through events”; 2) this event has traditionally included approximately 1,500 to 1,800 participants making it a “highest risk” event according to the CDC; 3) the fact that this is a group participation event, this event would be virtually impossible to physically distance; 4) it has been estimated that approximately 80% of event participants in years past have been students from both local school districts such as Lawndale Elementary School District (LESD) and Centinela Valley Union School District (CVUHSD); and 5) because students are not yet back in the classroom, it is doubtful that either school district would approve any outside participation by its students, or teachers who act as chaperones. The 2020 Lawndale Youth Day Parade was cancelled for many of these same reasons.

Summary:

The Community Services Department has lost the opportunity to plan, organize and recruit for two of these events – Youth in Government Day and Youth Day Parade events due to the both LESD and CVUHSD students participating in distance learning and not being physically present at school for the 2020-21 school year. In addition, in the past, the Easter Egg Hunt program has traditionally been comprised of children that are currently in school making the event easy to promote through LESD and the City’s normal advertising channels.

LEGAL REVIEW

None.

FISCAL IMPACT

None.

RECOMMENDATION

Staff recommends that the City Council approve the cancellation of the following events that typically take place in March and/or April of each year: Youth in Government Day, Easter Egg Hunt and Youth Day Parade. In addition, staff recommends that the City Council approve modifications to the annual Spring Cleanup Week program similar to the 2020 Spring Cleanup Week event.



CITY OF LAWDALE

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

DATE: March 1, 2021
TO: Honorable Mayor and City Council
FROM: Kevin M. Chun, City Manager *[Signature]*
PREPARED BY: Marla L. Pendleton, CPA, Director of Finance/ City Treasurer *[Signature]*
SUBJECT: **Quarter Budget Update: Mid-Year Fiscal Year 2020-21**

BACKGROUND

In order to provide an update on the City of Lawndale's financial position through December 31, 2020, a Quarterly Budget Update has been prepared to focus on the revenue and expenditures of the General Fund. The focus is on the General Fund since the spending is at the discretion of City Council to support the day-to-day activities of the City. The spending for other funds are for various restricted purposes. To the extent these funds rely on operating transfers from the General Fund, these funds have been reviewed to determine the overall impact to the General Fund.

The Fiscal Year 2020-21 Budget was adopted by City Council on June 1, 2020, Resolution CC-2006-028. The adopted General Fund budget was balanced with both revenue and expenditures of \$14,680,170. The amended expenditure budget as of December 31, 2020 is \$14,917,924, an increase of \$237,754 from the adopted budget. The additional expenditure authority is attributed to continued appropriations from Fiscal Year 2019-20 for capital projects and approved contract services outstanding at fiscal year-end and approved budget adjustments made during the fiscal year.

STAFF REVIEW

The Mid-Year Fiscal Year 2020-21 Quarterly Budget Update has been prepared to provide City Council with an overall update of the City budget with emphasis on the General Fund as of December 31, 2020. Budget adjustments are being proposed to increase anticipated General Fund revenue, offsetting appropriations for donations received, adjust General Fund appropriations, adjust grant revenue for changes related to continued appropriations and increase anticipated plan check revenue for deposits received on completed projects.

LEGAL REVIEW

None.

Quarter Budget Update: Mid-Year Fiscal Year 2020-21
Page 2

FISCAL IMPACT

An anticipated \$790,000 net General Fund revenue increase is expected in Fiscal Year 2020-21, which is comprised of increases in property, transient occupancy and utility user taxes, and offset against anticipated revenue shortfalls in sales and Measure L transaction taxes. The related budget increase will be added to fund balance to offset potential shortfalls in the upcoming years related to rising pension costs and economic uncertainty. General Fund appropriation increases for legal services, Administrative Services contracts and Public Agency Retirement Services are offset by current year anticipated savings in the County Sheriff's Department Services. Grant revenue for Proposition C25 and the Community Development Block grant are recommended to be adjusted to align current year revenue budgets to the amended appropriation budgets. One time money is expected to increase the Community Development revenue budget by \$440,000 due to transferring deposits held for multiple years to earned revenue for performance of planning services.

RECOMMENDATION

Staff recommends that the City Council receive and file the Quarterly Budget Update: Mid-Year Fiscal Year 2020-21 and approve all recommended budget adjustments.

Attachments: Quarterly Budget Update: Mid-Year Fiscal Year 2020-21.



City of Lawndale
Quarterly Budget Update
Mid-Year Fiscal Year 2020-21

December 31, 2020

OVERVIEW

This Mid-Year report primarily represents the City's General Fund revenues and expenditures through December 31, 2020 and includes significant budget variances in other funds maintained in the City Treasury.

GENERAL FUND

The General Fund supports the day-to-day activities of the City, which includes general government, public safety, municipal services, and public works. The General Fund activities are primarily tax supported.

General Fund Financial Condition: As of December 31, General Fund revenues are at 28% of the budget estimate and expenditures are at 44%; compared to 24% and 35% during the same time period in FY2019-20.

GENERAL FUND YTD SUMMARY			
	Amended Budget	Actual YTD	Actual % to Budget
Total Revenue	\$ 14,859,188	\$ 4,204,008	28%
Total Expenditures	14,917,924	6,628,412	44%

Revenue. The General Fund accounts for 48% of the City's total amended revenue budget. Overall, General Fund revenue as of December 31 is 15.5% higher than the same period last fiscal year. The most significant increase is in business license collections, which increased 72.8%, \$178,000 from the prior year due to the implementation of an online collection portal and collection efforts. Below are the budgeted and projected revenue for the fiscal year by source.

GENERAL FUND REVENUE BY SOURCE				
Revenue Source	Amended Budget	Actual YTD	FY Estimate	Anticipated Budget Variance
Motor Vehicle In-Lieu Tax	\$ 3,950,000	\$ -	\$ 3,938,738	\$ (11,262)
Sales & Use Tax	3,290,770	1,093,508	3,091,000	(199,770)
Sales Trans Tax	2,534,000	863,078	2,404,000	(130,000)
Utility Users Tax	1,491,000	696,025	1,641,000	150,000
Other Taxes	1,205,200	604,889	1,898,586	693,386
Property Tax	935,000	445,591	1,377,000	442,000
Court & Traffic Fines	700,700	222,237	689,325	(11,375)
Other Financing Sources	281,612	320,942	214,056	(67,556)
Charges for Services	255,900	84,031	187,928	(67,974)
Operating Transfers In	125,000	13,300	125,000	0
Use of Money & Property	39,406	28,753	39,406	0
Licenses & Permits	38,600	7,555	25,922	(12,678)
Other Revenue	12,000	24,099	46,585	34,585
Total General Fund	\$ 14,859,188	\$ 4,204,008	\$ 16,678,644	\$ 819,356

• **Other Taxes:** Franchise Fees, Transient Occupancy Tax (TOT) and Business License revenue are the most significant revenue sources included in Other Taxes. Due to the uncertainty of collecting TOT on the two hotels converted into shelters for the at-risk homeless population during the pandemic, no TOT was budgeted for these two hotels during the current year. Subsequently, the County of Los Angeles agreed to pay TOT as part of the State Project Roomkey Program. In addition, one hotel was delinquent in paying TOT last fiscal year resulting in \$64,291 of collections recorded

in the current year. Based on current collections, \$663,000 of TOT revenue is anticipated for the fiscal year, an increase of \$528,000, which we propose adjusting the budget.

- **Property Tax:** Anticipated revenue was budgeted at a recessionary level due to the economic decline associated with the pandemic and legislation protecting tenants from being evicted. With the majority of City residents being tenants, the budget assumed foreclosures and reduced property values. However, with interest rates being close to zero, the real estate market has been active which has increased the assessment roll and revenue to the City. Although, the current market is not anticipated to be sustained in the upcoming year, property tax revenue for the fiscal year is projected to exceed the budget by \$442,000, which we propose the budget should be adjusted at this time.
- **Utility Users Tax:** UUT is a tax imposed on user consumption of utility services, including communication, electric, gas, water and cable television. Since 2013, revenue has consistently declined resulting in the current budget assuming a 10% decline from FY2019-20. However, based on actual year-to-date collections, revenue is increasing in the current year and is anticipated to exceed the budget by at least \$150,000. Therefore, a budget adjustment is recommended.
- **Sales and Use Taxes:** Year-to-date revenue is 4.8% lower than the same period last year. We are anticipating a revenue shortfall of \$200,000 for the fiscal year, which we recommend the budget to be adjusted at this time.
- **Sales Transaction Tax- Measure L:** Since its April 1, 2019 effective date, the City has received \$3,941,517 from the ¾ cent district transaction tax attributed to the passage of Measure L. Based on the first five months of sales for the fiscal year, \$2.4 million is anticipated for the fiscal year. Therefore, we anticipate a \$130,000 budget shortfall for the fiscal year. A budget adjustment is recommended.

Expenditures. At mid-year General Fund expenditures overall are on target. Personnel costs are within budget, except for two unbudgeted retirement payoffs (Cable Television and Finance Departments) at calendar year-end, which we do not propose adjusting the budget at this time. We will review during the third quarter and propose adjustment at that time if costs are not absorbed by salary savings due to the vacant positions. For operation costs, a savings of \$190,000 for the Sheriff's Department contract is anticipated. These savings will be offset by \$160,000 of anticipated budget shortfall in the City Attorney budget based on current charges.



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However, the final year-end legal costs is unknown at this time as the result of awarding a new contract to Burke, Williams & Sorensen and transitioning from Aleshire & Wynder.

In addition to the above, additional appropriations are required for Public Agency Retirement Services (PARS) retirement enhancement costs and for human resource personnel investigations, which require an additional \$32,000 and \$40,000, respectively. Budget adjustments are proposed and described in detail on the following pages.

GENERAL FUND EXPENDITURES BY DEPARTMENT			
Department	Amended Budget	Actual YTD	Actual % to Budget
General Fund Support	\$ 667,953	\$ 230,497	35%
City Council	169,538	70,030	41%
City Attorney	451,000	253,756	56%
City Clerk	371,248	131,409	35%
City Manager	533,258	251,603	47%
Administrative Svcs	224,019	86,023	38%
General Operations	1,691,195	1,378,174	81%
Cable Television	175,304	100,985	58%
Information Systems	314,855	158,256	50%
Finance	735,034	309,997	42%
Police Services	6,485,474	2,545,892	39%
Municipal Services	1,132,120	512,041	45%
Public Works Admin.	266,621	46,712	18%
Grounds Maintenance	922,221	386,275	42%
Street Maintenance	566,725	80,409	14%
Engineering	211,358	86,353	41%
Total General Fund	\$ 14,917,924	\$ 6,628,412	44%

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

Following are recommended budget adjustments for Council consideration and approval.

General Fund Revenue

Based on year-to-date collections, the General Fund is expected to receive \$15,678,544 by fiscal year end. Therefore, an additional \$819,356 over the \$14,859,188 budget is anticipated. For those revenue accounts with the absolute value of \$100,000 or more budget variance, we propose adjusting the budget at this time. Recommended for City Council consideration, are the following revenue budget adjustments netting to \$790,000.

Increase anticipated revenue:

100-000-400.110	GF Property Tax	\$ 442,000
100-000-400.500	GF Transient Occupancy Tax	528,000
100-000-400.600	GF Utility Users Tax	<u>150,000</u>
		\$ 1,120,000

Decrease anticipated revenue:

100-000-400.200	GF Sales & Use Tax	\$ 200,000
100-000-400.210	GF Sales Tax Trans Tax – Meas L	<u>130,000</u>
		\$ 330,000

Net Change **\$ 790,000**

Donations/Contributions

Annually donations are received from businesses to be used for the annual employee recognition event and for various community events. To ensure donations are expended for their restricted use, a separate expense account was created in the Administrative Services budget to track the use of these funds and carryover any unused balances from year-to-year. \$1,725 of donations have been received to-date. Below is the recommended budget adjustment to recognize the donated revenue and account for the expenditures for the restricted use:



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Increase anticipated revenue:

100-000-440.100 GF Donations/Contributions \$ 1,725

Increase appropriations:

100-150-540.350 GF Admin Services Restricted Costs from Donations \$ 1,725

General Fund Appropriation Adjustments

Increase appropriations:

100-120-530.100	GF City Attorney- Legal Services	\$ 160,000
100-150-530.100	GF Admin Services Contract Services- HR Investigations	40,000
100-160-505.201	GF General Ops – PARS Contribution	25,000
100-160-505.202	GF General Ops – PARS Excess Fund	7,000
		<u>\$ 232,000</u>

Decrease appropriations:

100-210-525.200	GF Police Services – Liability Ins Premium	\$ 50,000
100-210-530.700	GF Police Services – County Sheriff Services	140,000
		<u>\$ 190,000</u>

Net Change/Decrease from Fund Balance \$ 42,000

Review of Revenue and Expenditures Accounted for Outside of General Fund

When the preliminary budget was developed, the revenue and appropriations budget for ongoing capital projects were included in the budget rather than continued based on the outstanding balance at fiscal year-end. The appropriation budget was adjusted (October 19, 2020 City Council Agenda Item 11) to reflect the year-end balance; however, the corresponding grant revenue was not adjusted. Below are the revenue budget adjustments needed to balance the budgets. For any unexpended capital project appropriations at fiscal year-end, the appropriation and revenue budgets will be continued into future fiscal years rather than included in the annual adopted budget. This avoids errors in the outstanding funding available each fiscal year.

Fund 240- Proposition C25 Grant

The appropriation budget was decreased \$1,351,572; \$153,528 and \$1,198,044 for Inglewood Avenue Corridor Widening Project Phase I and Phase III, respectively. Below is the current budget position:

Budgeted Appropriations – Amended \$ 500,852

Budgeted Revenue 1,852,424

Adjustment to Anticipated Revenue \$ 1,351,572

Decrease anticipated revenue:

240-000-465.450 Prop C25 Grant – MTA Grant Revenue \$ 1,351,572



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Fund 214 - CDBG

The appropriation budget was increased \$71,285 for Street Improvements. Below is the current budget position:

Budgeted Appropriations	\$ 520,570
Budgeted Revenue	<u>449,286</u>
Adjustment to Anticipated Revenue	<u>\$ 71,284</u>
Increase anticipated revenue:	
214-000-460.300 CDBG – Community Dev Block Grant Revenue	\$ 71,284

Community Development Review of Planning Deposit Account

The majority of residential and commercial planning services require planning deposits to be collected based on the approved fee schedule. When services have been completed, the department calculates the amount of revenue the City is entitled to based upon actual hours incurred. For any amounts received above the City revenue entitlement, it is refunded to the depositing party. If circumstances require service beyond the average deposit collected, additional amounts are required to be deposited prior to work completion. Due to staff shortages, the department had been behind on reviewing the planning deposit account. As of December 31, 2020, the account had a balance of \$953,059, which included deposits from 2018 to date. Of this balance, \$527,000 will be transferred to revenue for multiple year services. Therefore, current year revenue is anticipated to exceed the budget by \$440,000, which we propose to adjust the Community Development budget at this time as follows:

Increase anticipated revenue:

279-000-422.110 Community Development Building Plan Check Fees	\$ 440,000
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CITY OF LAWNDALE
14717 BURIN AVENUE, LAWNDALE, CALIFORNIA 90260
PHONE (310) 973-3200 ♦ www.lawndalecity.org

DATE: March 1, 2021
TO: Honorable Mayor and City Council
FROM: Matthew R. Ceballos, Assistant City Clerk *MC*
SUBJECT: Mayor/Councilmember Report of Attendance at Meetings and/or Events

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