



CITY OF LAWDALE

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

AGENDA
LAWDALE CITY COUNCIL REGULAR MEETING
Monday, May 3, 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)
- C. **PRESENTATION**
 - 1. **Retirement – Ronald “Ron” Reynolds, Maintenance Worker I**
- D. **PUBLIC SAFETY REPORT**
- E. **ORAL COMMUNICATIONS - ITEMS NOT ON THE AGENDA** (Public Comments)
- F. **COMMENTS FROM COUNCIL**

G. CONSENT CALENDAR

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

2. **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 Section 8.12.120 of Chapter 8.12 of the Lawndale Municipal Code Pertaining to Illegal Fireworks Violations (2nd Reading and Adoption)**
Recommendation: that the City Council approve the second reading and adopt Ordinance No. 1180-2, amending Section 8.12.120 of Chapter 8.12 of the Lawndale Municipal Code pertaining to illegal fireworks violations.
4. **Accounts Payable Register**
Recommendation: that the City Council adopt Resolution No. CC-2105-19, authorizing the payment of certain claims and demands in the amount of \$663,915.33.
5. **Minutes of the Lawndale City Council Regular Meeting – April 19, 2021**
Recommendation: that the City Council approve.
6. **Minutes of the Lawndale City Council Special Meeting – April 26, 2021**
Recommendation: that the City Council approve.

H. ADMINISTRATION

7. **Budget Update for the Quarter Ended March 31, 2021**
Recommendation: that the City Council receive and file the Budget Update for the Quarter Ended March 31, 2021 and approve all recommended budget adjustments.
8. **Memorial Day and Health, Safety and Pet Fair Program Alternatives**
Recommendation: that the City Council (a) receive and file this report, (b) approve the airing of virtual event for the annual Memorial Day Ceremony to take place on Monday, May 31, 2021 at 9:00 a.m.; and (c) approve the small scale by appointment only vaccination clinic, and the re-recorded public service announcements regarding animal safety, dog licensing and general information on animal care in lieu of the regular Health, Safety and Pet Fair.

I. CITY MANAGER'S REPORT

J. ITEMS FROM CITY COUNCILMEMBERS

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

K. CLOSED SESSION

10. Conference with Legal Counsel – Anticipated Litigation

The City Council will conduct a closed session, pursuant to Government Code sections 54956.9(d)(2), because there is a significant exposure to litigation in two (2) cases.

L. ADJOURNMENT

The next regularly scheduled meeting of the City Council will be held at 6:30 p.m. on Monday, May 17, 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 May 3, 2021 was posted not less than 72 hours prior to the meeting.

Matthew Ceballos, Assistant City Clerk

City Council Presentation

May 3, 2021

Retirement

Ronald “Ron” Reynolds

Public Works Department

Maintenance Worker I

March 22, 1999 – April 30, 2021

After 22 years of City Service, Ron Reynolds retired from City employment on April 30, 2021.

Mr. Ronald “Ron” Reynolds has worked for the City’s Public Works Department as a Maintenance Worker since March 1999. Mr. Reynolds performed many duties in his career with the City including the upkeep of street signs, street maintenance and graffiti abatement.

Ron has always been a dedicated and valuable member of the Public Works Department. His dependability and dedication to his work has been highly commendable. Ron has been especially proud of the daily work he has done in the task of graffiti removal in the City.

In his leisure, Ron enjoys muscle cars and rock and roll.

On behalf of the Lawndale City Council, staff, and community we congratulate you, Ron, on your retirement and we present you with your City service lapel pin recognizing 22 years of service with the City, and a Certificate of Recognition.

Thank you, again, for 22 years of hard work and dedication to the City. We wish you all the best in health and happiness in your retirement. You will be truly missed!

Presented to

Ronald “Ron” Reynolds

Public Works Department
Maintenance Worker I

On the Occasion of Your Retirement

22 Years of Service

March 22, 1999 – April 30, 2021




In recognition of over 22 years of dedicated service and commitment to the City of Lawndale. We wish you the very best in health and happiness in your retirement!

Presented by the Lawndale City Council

May 3, 2021



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

DATE: May 3, 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.



CITY OF LAWDALE

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

DATE: May 3, 2021

TO: Honorable Mayor and City Council

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

PREPARED BY: Michael Reyes, Director of Municipal Services *[Signature]*
Greg Murphy, City Attorney

SUBJECT: **Second Reading of Ordinance No. 1180-21 Amending Section 8.12.120 of Chapter 8.12 of the Lawndale Municipal Code Pertaining to Illegal Fireworks Violations**

BACKGROUND

The City of Lawndale, like many municipalities is challenged in the days and months before and after the July 4th holiday with an onslaught of illegal fireworks usage which create noise and air pollution, health and safety issues, and a general disturbance for the community. While the City Council wishes to continue the use and sales of legal, safe and sane fireworks, they have also expressed their strong desire to limit the amount of illegal fireworks being used each year, and take stringent enforcement action against those causing such disturbances in the community.

STAFF REVIEW

At the April 5, 2021 City Council meeting, the City Council approved the Illegal Fireworks Suppression Plan which introduced several new techniques for suppressing the sale and use of illegal fireworks this July 4th holiday season. One new element of that plan was to amend Chapter 8.12, Section 8.12.120 of the Lawndale Municipal Code (LMC) which pertains to the sale and use of illegal fireworks in the City. This section has been amended in its entirety to now consist of five subsections (A through E) which provide new guidelines and clarify the rules regarding illegal fireworks possession and usage, and also strengthen the ability of Sheriff's deputies and City staff to enforce these rules.

These amendments to the LMC are explained at length in the attached ordinance, but for clarity each is summarized as follows:

8.12.120 Violation – Penalty

- A. States that any person violating these provisions is guilty of a misdemeanor and punishable by fine, imprisonment, or both.
- B. States that administrative citations will be issued to a reasonable person for violating these rules, and that a reasonable person may include the property owner not present at the time the violation occurred. This section further states that deputies may issue administrative citations to property owners if they witness illegal fireworks being used on their private property.

City Council Meeting – May 3, 2021

Second Reading of Ordinance No. 1180-21 Amending Section 8.12.120 of Chapter 8.12 of the Lawndale Municipal Code Pertaining to Illegal Fireworks Violations

- C. States a reasonable person in possession of 25 pounds of illegal fireworks or less shall be subject to citation.
- D. States that citations issued pursuant to these violations shall receive citations in the amount of \$1,000 for the first violation and \$2,000 for the second and all subsequent violations within a five year period of the most recently issued citation.
- E. States that the responsible party cited shall be required to pay this amount, and surrender all illegal fireworks to law enforcement officials.

LEGAL REVIEW

The City Attorney has been consulted in the development of this plan and approves the implementation of these strategies.

FISCAL IMPACT

City staff does not expect any increased costs as a result of this new ordinance, and as it may increase the amount of revenue resulting from the issuance of Administrative Citations than in previous years, staff does expect to generate sufficient fine revenue to pay for related expenses. Staff further acknowledges that while this new ordinance may create more revenue than in previous years, the goal of this ordinance is to prevent the use of illegal fireworks.

RECOMMENDATION

Staff recommends that the City Council approve the second reading and adopt Ordinance No. 1180-2, amending Section 8.12.120 of Chapter 8.12 of the Lawndale Municipal Code pertaining to illegal fireworks violations.

ORDINANCE NO. 1180-21

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY
OF LAWNSDALE, CALIFORNIA, AMENDING SECTION
8.12.120 OF CHAPTER 8.12 OF THE LAWNSDALE
MUNICIPAL CODE PERTAINING TO FIREWORK
VIOLATIONS**

SUMMARY: This ordinance updates the penalty and enhances the enforcement of fireworks-related violations.

WHEREAS, the City of Lawnsdale has received complaints and concerns with the use of illegal fireworks in the City; and

WHEREAS, fireworks may lead to hazardous situations, injuries, personal property loss, and fires, which jeopardize the safety of the public and increase the cost of law enforcement and fire protection; and

WHEREAS, enhanced enforcement of fireworks-related violations of the Municipal Code will serve to abate the hazardous situations, injuries, personal property loss, and fires, which jeopardize the safety of the public by decreasing the amount of illegal fireworks usage in the City; and

WHEREAS, the City desires to amend Section 8.12.120 of the Lawnsdale Municipal Code to further discourage illegal fireworks use by enhancing the enforcement of fireworks-related violations.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF LAWNSDALE
ORDAINS AS FOLLOWS:

SECTION 1: Section 8.12.120 of Chapter 8.12 of the Lawnsdale Municipal Code is amended in its entirety to read as follows:

“8.12.120 Violation – Penalty.

- A. Any person who violates any of the provisions of this chapter or who knowingly or intentionally misrepresents to any officer or employee of the city any material fact in procuring the license or permit provided for in this chapter shall be deemed guilty of a misdemeanor, and upon conviction thereof shall be punishable by a fine of not more than two thousand dollars or by imprisonment in the County Jail for a period of not more than six months, or by both such fine and imprisonment. Any person, who may otherwise be charged with a misdemeanor as a result of a violation of this chapter, may be charged, at the discretion of the prosecuting authority, with an infraction.

- B. In addition to any other remedies set forth in this code, administrative penalties may be imposed against any responsible person for violating any of the requirements set forth in this chapter. Responsible person means a person who causes a code violation to occur, or allows a violation to exist or continue, by his or her action or failure to act, or whose agent, employee or independent contractor causes a violation to occur, or allows a violation to exist or continue. There is a rebuttable presumption that the record owner of a residential parcel, as shown on the County's latest equalized property taxes assessment rolls, and a lessee of a residential parcel each has notice of any violation existing on said property. For purposes of this chapter, there may be more than one (1) responsible person for a violation. Any person, irrespective of age, found in violation of any provision of this chapter may be issued a citation in accordance with the provisions of this chapter. Every parent, guardian or other person, having the legal care, custody or control of any person under the age of eighteen (18) years, who knows or reasonably should know that a minor is in violation of this chapter, may be issued a citation in accordance with the provisions of this chapter, in addition to any citation that may be issued to the offending minor.
- C. Each responsible person who is found to possess, use, store, sell and/or display dangerous fireworks in the amount of twenty-five (25 lbs) pounds or less shall be subject to an administrative citation, as set forth herein.
- D. Citations issued pursuant to this chapter shall carry administrative fines in the following amounts:
1. \$1,000.00 for the first violation; and
 2. \$2,000.00 for the second and subsequent violations within a five year period.
- E. Administrative fine(s) issued pursuant to this chapter shall be due and payable in accordance with Chapter 1.11, and the cited person shall be required to abate the violation, and surrender all dangerous fireworks to the police officer or code enforcement officer, immediately. For penalties not paid in full within that time, a late charge in the amount set by resolution of the city council may be imposed and must be paid to the City by the cited person.”

SECTION 2: The City Council declares that, should any provision, section, subsection, paragraph, sentence, clause, phrase, or word of this Ordinance or any part thereof, be rendered or declared invalid or unconstitutional by any final court action in a court of competent jurisdiction or by reason of any preemptive legislation, such decision or action will not affect the validity of the remaining section or portions of the Ordinance or part thereof. The City Council declares that it would have independently adopted the remaining provisions, sections, subsections, paragraphs, sentences, clauses, phrases, or words of this Ordinance irrespective of the fact that any one or more provisions, sections, subsections, paragraphs, sentences, clauses, phrases, or words may be declared invalid or unconstitutional.

SECTION 3: The City Council finds that this Ordinance is not subject to environmental review under the California Environmental Quality Act (“CEQA”) pursuant to CEQA Guidelines Sections 15305 (Minor Alterations to Land Use Limitations), 15060(c)(2), 15061(b)(3) and 15378 because the Ordinance involves general policy and procedures concerning minor alterations to land use limitations and existing uses within certain zones, and it can be seen with certainty that the Ordinance has no possibility of a significant effect on the environment.

SECTION 4: The City Clerk shall certify to the passage and adoption of this Ordinance and to its approval by the Mayor and shall cause the same to be published according to law.

PASSED, APPROVED, AND ADOPTED this 3rd day of May, 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. 1180-21 at its regular meeting held on the 19th day of April, 2021, and duly approved and adopted said ordinance at its regular meeting held on the 3rd day of May, 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

RESOLUTION NO. CC-2105-19

**A RESOLUTION OF THE CITY COUNCIL
OF THE CITY OF LAWNSDALE, CALIFORNIA
AUTHORIZING CERTAIN CLAIMS AND DEMANDS
IN THE SUM OF \$663,915.33**

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

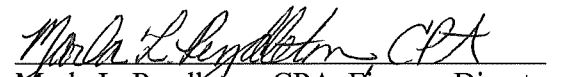
SECTION 1. That in accordance with Sections 37202 and 37209 of the Government Code, the Finance Director, as certified below, hereby attests to the accuracy of these demands and to the availability of funds for the payment thereof.

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 201126 through 201146 for the aggregate total of \$663,915.33 are hereby authorized.

Effective Date: May 3rd, 2021

Certified by:


Marla L. Pendleton, CPA, Finance Director

PASSED, APPROVED AND ADOPTED this 3rd day of May, 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-2105-19 at a regular meeting of said Council held on the 3rd day of May, 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	Beginning	Check Number	Ending	Aggregate Total
4/22/2021	201126	201146	201146	663,915.33
Total Checks				663,915.33

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			663,915.33

Check Register Report

Date: 04/22/2021
 Time: 8:20 am
 Page: 1

BANK: WELLS FARGO BANK N.A

City of Lawndale

Check Number	Check Date	Status	Void/Stop Date	Vendor Number	Vendor Name	Check Description	Amount
WELLS FARGO BANK N.A Checks							
201126	04/22/2021	Printed		7470	ARAMARK REFRESHMENT SVCS LLC	COFFEE/TEA SERVICES-MAR.-2021	100.51
201127	04/22/2021	Printed		0115	AT & T	LONG DISTANCE SERVICES	15.55
201128	04/22/2021	Printed		4333	CALIF BLDG STANDARDS COMMISSIO	SB1473 1ST QTR 2021	128.00
201129	04/22/2021	Printed		7671	CROWN CASTLE	PLANNING DEPOSIT REFUND	20,315.12
201130	04/22/2021	Printed		5312	DAYS INN	REFUND FOR TOT OVERPAYMENT	1,000.00
201131	04/22/2021	Printed		5702	DIV OF THE STATE ARCHITECT	1ST QTR 2021 CASP FEE REPORT	831.60
201132	04/22/2021	Printed		7771	ESPINOZA ENGINEERING	STREET REPAIR	5,480.49
201133	04/22/2021	Printed		6636	FRONTIER COMMUNICATIONS	PHONE CHARGES	122.02
201134	04/22/2021	Printed		0441	GOLDEN STATE WATER CO.	WATER USAGE SERVICES	9,956.94
201135	04/22/2021	Printed		7662	ITERIS INC	PROFESSIONAL ENGINEERING SVCS	7,840.00
201136	04/22/2021	Printed		7150	KOA CORPORATION	STAFF AUGMENTATION SVCS	22,785.00
201137	04/22/2021	Printed		7366	ANGELA LAM	SPR 19-01 DEP 4724 W 161ST ST	1,035.48
201138	04/22/2021	Printed		0308	LOS ANGELES COUNTY	PUBLIC SAFETY SERVICES	581,127.75
201139	04/22/2021	Printed		7770	VALERIE MOHLER	CDDP REFUND	6,394.00
201140	04/22/2021	Printed		7769	CAMILLE MORRISSEY	PLANNING DEPOSIT REFUND	1,070.29
201141	04/22/2021	Printed		6379	SHI	CISCO Firewall SMARTNet	1,918.38
201142	04/22/2021	Printed		3094	SOUTH BAY CENTER FOR DISPUTE	QUARTERLY OPERATION FEE	1,011.00
201143	04/22/2021	Printed		0439	SOUTHERN CALIFORNIA EDISON CO.	UTILITIES ELECTRICITY	44.80
201144	04/22/2021	Printed		0440	SOUTHERN CALIFORNIA GAS CO.	UTILITY GAS CHARGES	1,197.26
201145	04/22/2021	Printed		0211	SOUTHERN CALIFORNIA NEWS GROUP	LEGAL ADS	1,350.76
201146	04/22/2021	Printed		7768	UNITED SITE SERVICES	PORTABLE RESTROOM RENTAL	190.38

Total Checks: 21 **Checks Total (excluding void checks): 663,915.33**

Total Payments: 21 **Bank Total (excluding void checks): 663,915.33**

Total Payments: 21 **Grand Total (excluding void checks): 663,915.33**

**MINUTES OF THE
LAWNDALE CITY COUNCIL REGULAR MEETING
April 19, 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 Leo, 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 Bernadette Suarez led the flag salute.

C. PRESENTATION

1. Government Finance Officers Association – Certificate of Achievement for Excellence in Financial Reporting

Mayor Pullen-Miles presented the Certificate of Achievement for Excellence in Financial Reporting

D. PUBLIC SAFETY REPORT

Lieutenant Leo summarized the recent law enforcement activities.

E. ORAL COMMUNICATIONS - ITEMS NOT ON THE AGENDA

- Ara An, City of Lawndale Field Deputy from L.A. County Second District Supervisor Holly Mitchell's Office, introduced herself and spoke of COVID-19 updates.
- Frank Flores, Resident, spoke regarding the comment from Congresswoman Maxine Waters regarding the Chauvin trial.

F. COMMENTS FROM COUNCIL

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

G. CONSENT CALENDAR

2. **Motion to read by title only and waive further reading of all ordinances listed on the Agenda**
Recommendation: that the City Council approve.
3. **Parks, Recreation and Social Services Commission (PRSSC) Fireworks Stand Location**
Recommendation: that the City Council receive and file this report announcing the location of the 2021 PRSSC Fireworks Fundraising Program as the Lawndale Performing Arts Center Parking Lot located on the campus of Lawndale High School at 14901 S. Inglewood Ave.
4. **Contract Services Agreement for Cable Television Consultation and Technical Support Services**
Recommendation: that the City Council (a) approve and authorize the City Manager to execute the attached contract services agreement with Darren P. Doerschel, Systems Integration Consultant, for cable television consulting and technical support services for an amount not to exceed \$34,200, in a form approved by the City Attorney; and (b) direct the Director of Finance/City Treasurer to transfer budget salary savings in the General Fund Cable Television budget to contract services in the same budget.
5. **Quarterly Investment Report for the Quarter ended March 31, 2021**
Recommendation: that the City Council receive and file the Quarterly Investment Report for the quarter ended March 31, 2021.
6. **Accounts Payable Register**
Recommendation: that the City Council adopt Resolution No. CC-2104-018, authorizing the payment of certain claims and demands in the amount of \$1,606,458.21.
7. **Minutes of the Lawndale City Council Regular Meeting – April 5, 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.

H. ADMINISTRATION

8. **South Bay Workforce Investment Board (SBWIB) Appointment to the Lawndale Business Private Sector Seat**
Recommendation: that the City Council (a) review the submitted information from Mr. Roderick D. Edison, as supported by the SBWIB; (b) re-affirm the SBWIB 's nomination of Mr. Roderick D. Edison as the City of Lawndale' s SBWIB representative on the Business Private Sector seat, filling the remaining term from July 1, 2020 to June 30, 2024, and direct staff to provide that name to the SBWIB for the Inglewood Chamber of Commerce's final approval; **or** (c) Direct staff to open up nominations for additional applications including advertising the opening on the City's website and social media platforms; and (d) bring the nomination applications to an upcoming City Council

meeting and provide direction to staff to provide a name to the SBWIB for the Inglewood Chamber of Commerce's final approval, to fill the upcoming vacancy on the City of Lawndale's SBWIB Business Private Sector seat, filling the remaining term of July 1, 2020 to June 30, 2024.

Mayor Robert Pullen-Miles reported on the South Bay Workforce Investment Board (SBWIB) Appointment to the Lawndale Business Private Sector Seat.

Councilmember Cuevas inquired if the appointed representative had to reside in Lawndale or have a business in Lawndale. Mr. Pullen-Miles responded accordingly.

A motion by Councilmember Suarez to re-affirm the South Bay Workforce Investment Board's (SBWIB) nomination of Mr. Roderick D. Edison as the City of Lawndale's SBWIB representative on the Business Private Sector seat, filling the remaining term from July 1, 2020 to June 30, 2024, was seconded by Mayor Pro Tem Kearney and carried by a vote of 5-0.

9. Award of Citywide Information Technology Services Contract

Recommendation: that the City Council approve the Contract Services Agreement for Information Technology Services with Bericom IT & Design for a three year period beginning July 1, 2021, renewable for an additional (2) one-year periods, for an annual amount not to exceed \$142,800, including annual Consumer Price Index Increases in years 2 through 5 of the contract and subject to annual budget availability.

Finance Director Marla Pendleton reported on the Award of Citywide Information Technology Services Contract.

A motion by Mayor Pro Tem Kearney approve the Contract Services Agreement for Information Technology Services with Bericom IT & Design for a three year period beginning July 1, 2021, renewable for an additional (2) one-year periods, for an annual amount not to exceed \$142,800, including annual Consumer Price Index Increases in years 2 through 5 of the contract and subject to annual budget availability, was seconded by Councilmember Rhonda Hofmann-Gorman and carried by a vote of 5-0.

10. Amendment to Section 8.12.120 of Chapter 8.12 of the Lawndale Municipal Code Pertaining to Illegal Fireworks Violations (1st Reading)

Recommendation: that the City Council introduce and approve the first reading of Ordinance No. 1180-21, amending Section 8.12.120 of Chapter 8.12 of the Lawndale Municipal Code pertaining to illegal fireworks violations.

Municipal Services Director Michael Reyes, reported on the proposed amendment to section 8.12.120 of chapter 8.12 of the Lawndale Municipal Code Pertaining to Illegal Fireworks Violations.

Public Comment

Randall Abram, Resident, spoke in support of the administrative citations for illegal fireworks. Mr. Abram added the city should have a program with local fire department, law enforcement and residents to report any person storing illegal fireworks.

Due to technical difficulties the Mayor recommended to table the item until the technical issues could be resolved. There being no objection, Item H10 was tabled until the technical issue was resolved and would be taken immediately after for Council consideration.

I. CITY MANAGER'S REPORT

City Manager Kevin Chun announced that the COVID-19 vaccination clinic with Providence Little Company of Mary provided 231 Moderna vaccines on Friday, April 16, 2021 and will return Friday, May 14, 2021 with the second dose. The City Manager went on to report on the City Council Park Subcommittee meeting with Lawndale Elementary School District next week and asked the Council to supply questions and comments.

Technical issues were resolved and Item H10 was brought back for Council discussion.

H. ADMINISTRATION (CONTINUED)

10. Amendment to Section 8.12.120 of Chapter 8.12 of the Lawndale Municipal Code Pertaining to Illegal Fireworks Violations (1st Reading)

Recommendation: that the City Council introduce and approve the first reading of Ordinance No. 1180-21, amending Section 8.12.120 of Chapter 8.12 of the Lawndale Municipal Code pertaining to illegal fireworks violations.

A motion by Councilmember Cuevas to approve the first reading of Ordinance No. 1180-21, amending Section 8.12.120 of Chapter 8.12 of the Lawndale Municipal Code pertaining to illegal fireworks violations, was seconded by Councilmember Rhonda Hofmann-Gorman and carried by a vote of 5-0.

J. ITEMS FROM CITY COUNCILMEMBERS

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

Councilmember Suarez had nothing to report.

Councilmember Cuevas attended webinar with Water Replenishment District (WRD) for Polyfluoroalkyl Substances (PFAS) remediation program and also attended a webinar with the South Bay Cities Council of Government's which included speakers Representative Maxine Waters and Supervisor Holly Mitchell.

Councilmember Hofmann-Gorman attended webinar with Water Replenishment District (WRD) for Polyfluoroalkyl Substances (PFAS) remediation program.

Mayor Pro Tem Kearney attended the Sherriff's Liability Trust and Oversight Committee meeting via Zoom and the Lawndale City Council Subcommittee on Parks Joint Use with Lawndale Elementary School District.

Mayor Pullen-Miles attended the Sanitation District of Los Angeles County meeting and press conference with L.A. County Supervisor Janice Hahn and Senator Steven Bradford. Mayor Pullen-Miles also attended to the League of California Cities post-pandemic local economic recovery meeting where various cities discussed how they would return from the pandemic. The Mayor went on to report he toured Leuzinger High School's ongoing construction project.

K. ADJOURNMENT

There being no further business to conduct, the Mayor adjourned the meeting in memoriam of Sandy Tofflemire and Phyllis Robinette at 7:17 p.m.

Robert Pullen-Miles, Mayor

ATTEST:

Erica Harbison, City Clerk

Approved: 05/3/2021

**MINUTES OF THE
LAWNDALE CITY COUNCIL SEPECIAL MEETING
April 26, 2021**

A. CALL TO ORDER AND ROLL CALL

Mayor Pullen-Miles called the meeting to order at 12:30 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 Manager Kevin M. Chun, Municipal Services Director Michael Reyes, Assistant City Clerk Matthew Ceballos, Los Angeles County Sheriff's Department Captain Duane Allen, Lieutenant Christopher Lio.

B. CEREMONIALS

Councilmember Rhonda Hofmann-Gorman led the flag salute.

C. ORAL COMMUNICATIONS - ITEMS NOT ON THE AGENDA

No comments from the Public.

D. COMMENTS FROM COUNCIL

No comments from City Council.

E. ADMINISTRATION

1. Discussion between City Officials and Los Angeles County Sheriff's Department Officials Regarding Matters of Mutual Concern

The City Council, Captain Duane Allen, Municipal Services Director Michael Reyes, and City Manager Kevin M. Chun discussed the following:

- Crime Statistics in the City
- Graffiti and tagging
- State of the South L.A. Station and deputies
- Homelessness
- Illegal fireworks suppression
- Sergeant Sandler "Sandy" Nitz condition after vehicle accident
- Motor deputies
- Community outreach events and Organization of Neighborhood Watch groups

F. ITEMS FROM COUNCILMEMBERS

Nothing to report.

G. ADJOURNMENT

There being no further business to conduct, the mayor adjourned the meeting at 1:11 p.m.

Robert Pullen-Miles, Mayor

ATTEST:

Erica Harbison, City Clerk

Approved: 5/3/2021

DRAFT



CITY OF LAWNSDALE

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

DATE: May 3, 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
SUBJECT: **Budget Update for the Quarter Ended March 31, 2021**

BACKGROUND

In order to provide an update on the City of Lawndale's financial position through March 31, 2021, 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 March 31, 2021 is \$14,961,649, an increase of \$281,479 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 Budget Update for the Quarter Ended March 31, 2021 has been prepared to provide City Council with an overall update of the City budget with emphasis on the General Fund. Budget adjustments are being proposed to increase anticipated General Fund revenue, increase General Fund appropriations for public works administration personnel costs and fireworks suppression, reduce revenue and appropriations for gas tax, adjust grant revenue to ensure awarded funds are fully utilized, and increase anticipated forfeited security deposit revenue for deposits received on construction and demolition debris permits.

LEGAL REVIEW

None.

Budget Update for the Quarter Ended March 31, 2021
Page 2

FISCAL IMPACT

An anticipated \$135,000 net General Fund revenue increase is expected in Fiscal Year 2020-21, which is comprised of increases in Measure L transaction taxes, franchise fees and late fees collected on business license, and offset against anticipated revenue shortfalls in property taxes. The related budget increase will fund fireworks suppression, additional personnel costs in public works and increase general fund reserves. A \$40,000 revenue shortfall is anticipated in gas tax revenue which is offset against related appropriation savings. Street improvement projects funded by Community Development Block grant are adjusted to align with awarded amounts with an adjustment to the allocation for Senior Activities program costs. One time money is expected to increase Solid Waste Diversion revenue budget by \$175,000 due to transferring deposits held for multiple years to earned revenue for forfeited deposits.

RECOMMENDATION

Staff recommends that the City Council receive and file the Budget Update for the Quarter Ended March 31, 2021 and approve all recommended budget adjustments.

Attachments: Budget Update for the Quarter Ended March 31, 2021.



City of Lawndale
Quarterly Budget Update
Third Quarter of Fiscal Year 2020-21

March 31, 2021

OVERVIEW

This quarterly report represents the City’s General Fund revenues and expenditures through March 31, 2021 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 March 31, General Fund revenues are at 59% of the budget estimate and expenditures are at 57%; compared to 58.2% and 54.1% during the same time period in FY2019-20.

GENERAL FUND YTD SUMMARY			
	Amended Budget	Actual YTD	Actual % to Budget
Total Revenue	\$ 15,650,913	\$ 9,231,338	59%
Total Expenditures	14,961,649	8,523,165	57%

Revenue. The General Fund accounts for 51% of the City’s total amended revenue budget. Overall, General Fund revenue as of March 31 is 3.0% higher than the same period last fiscal year. The most significant increase is in *other taxes* which increased 53.1%, \$464,664 from the same period in 2020. Specifically in this category, business license and franchise fees increased \$282,300 and \$137,128, respectively. 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	\$ 1,985,925	\$ 3,947,794	\$ (2,206)
Sales & Use Tax	3,090,770	1,783,667	3,002,000	(88,770)
Sales Trans Tax	2,404,000	1,484,417	2,507,000	103,000
Other Taxes	1,733,200	1,338,998	2,085,483	352,263
Utility Users Tax	1,641,000	1,159,665	1,710,000	69,000
Property Tax	1,377,000	609,676	1,214,498	(162,502)
Court & Traffic Fines	700,700	382,138	718,475	17,775
Other Financing Sources	281,612	155,602	222,120	(59,492)
Charges for Services	255,900	142,117	175,207	(80,693)
Operating Transfers In	125,000	35,350	35,350	(89,650)
Use of Money & Property	39,406	28,753	41,017	1,611
Licenses & Permits	38,600	32,244	37,166	(1,434)
Other Revenue	13,725	93,786	85,238	71,513
Total General Fund	\$ 15,650,913	\$ 9,231,338	\$ 15,781,329	\$ 130,416

- **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 new online collection portal and collection

efforts actual revenue is anticipated to increase the amended budget by \$200,000 (\$80,000 for license and \$120,000 for late fees). In addition, utility revenue subject to franchise agreements increased due to stay-at-home orders which resulted anticipated revenue is expected to exceed the franchise fees revenue by \$101,362; a budget adjustment is recommended for these revenue accounts.

- **Property Tax:** Based on current collections, \$1.2 million property tax revenue is anticipated in the current fiscal year compared to the \$1.38 million amended budget. A budget adjustment for the anticipated budget shortfall of \$162 thousand is recommended at this time.
- **Sales Transaction Tax- Measure L:** Since its April 1, 2019 effective date, the City has received \$4,400,787 from the ¾ cent district transaction tax attributed to the passage of Measure L. Based on the seven months of sales for the fiscal year, \$2.5 million is anticipated for the fiscal year. Therefore, we anticipate revenue exceeding the budget by \$100 thousand for the fiscal year. A budget adjustment is recommended.

Expenditures. At the end of the third quarter, General Fund expenditures overall are on target. Personnel costs are within budget, except for Public Works Administration, which is expected to overrun the budget by \$40,000. We are proposing a budget adjustment at this time.

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	116,167	69%
City Attorney	611,000	376,021	62%
City Clerk	371,248	191,505	52%
City Manager	533,258	373,003	70%
Administrative Svcs	265,744	129,666	49%
General Operations	1,723,195	1,480,181	86%
Cable Television	175,304	116,022	66%
Information Systems	314,855	157,814	50%
Finance	735,034	466,229	63%
Police Services	6,261,474	3,051,848	49%
Municipal Services	1,132,120	764,338	68%
Public Works Admin.	286,621	65,757	25%
Grounds Maintenance	971,296	598,294	62%
Street Maintenance	551,650	301,046	55%
Engineering	211,358	104,776	50%
Total General Fund	\$ 14,961,649	\$ 8,523,165	57%

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.



City of Lawndale
Quarterly Budget Update
Third Quarter of Fiscal Year 2020-21

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 \$15,781,328 by fiscal year end. Therefore, an additional \$130,415 over the \$15,650,913 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 \$135,000.

Increase anticipated revenue:

100-000-400.210	GF Sales Tax Trans Tax – Meas L	\$ 100,000
100-000-400.300	GF Franchise Fees	100,000
100-000-410.900	GF Late Fees – Business License	<u>100,000</u>
		\$ 300,000

Decrease anticipated revenue:

100-000-400.110	GF Property Tax	\$ <u>165,000</u>
-----------------	-----------------	-------------------

Net Change \$ 135,000

Fireworks Suppression

On April 5, 2021, City Council was presented with Agenda Item 7, outlining the proposed Illegal Fireworks Suppression Plan for 2021. The staff report projected costs of \$25,000 to \$30,000 to implement the plan; however, the report did not include a proposed budget adjustment. The below proposed budget adjustment is to implement the plan beginning in Fiscal Year 2020-21.

Increase appropriations:

100-210-530.701	GF Police Services – 4 th of July Suppression	\$ 30,000
-----------------	--	-----------

Public Works Administration Salary and Benefit Appropriation Adjustment

The salaries and benefit budget for Public Works Administration was developed with ten percent of the Administrative Analyst and Administrative Assistant costs being allocated to the General Fund. However, all leave (holiday, vacation and sick leave) is paid by the General Fund and hours worked are charged to restricted funded projects. Actual expenditures includes time of the two budgeted positions and the Department Director. This has resulted in an estimated overrun in General Fund personnel costs for the department of \$40,000; \$60,000 estimated costs verses \$20,000 budgeted appropriations. With General Fund money available in the current fiscal year, it is recommended to increase the General Fund budget and decrease Proposition C funding where the majority of department personnel costs are allocated.

Increase appropriations:

100-310-501.100	GF Public Works Admin – Salaries- Full Time	\$ 40,000
-----------------	---	-----------



City of Lawndale
Quarterly Budget Update
Third Quarter of Fiscal Year 2020-21

Decrease appropriations:

207-310-501.100	Prop C Local Transit: PW Admin – Salaries- Full Time	\$ 40,000
-----------------	--	-----------

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.

Gas Tax, Fund 201

A \$40,000 shortfall is anticipated in Gas Tax revenue for the fiscal year; \$662,000 projected compared to \$702,000 budgeted. In addition, a corresponding decrease is anticipated in budgeted appropriations. Therefore, the following budget adjustment is recommended to balance the budget.

Decrease Revenue:

201-000-465.109	Gas Tax- Section 2103 Revenue	<u>\$ 40,000</u>
-----------------	-------------------------------	------------------

Increase appropriations:

201-330-501.100	Gas Tax Street Maintenance: Salaries- Full Time	\$ 30,000
-----------------	---	-----------

Decrease appropriations:

201-330-530.100	Gas Tax Street Maintenance: Contract Services	\$ 68,000
201-330-515.200	Gas Tax Street Maintenance: Electricity	1,000
201-330-540.200	Gas Tax Street Maintenance: Special Expenses	<u>1,000</u>
		\$ 70,000

Net Change to Appropriations	<u>\$ 40,000</u>
------------------------------	------------------

CDBG Street Improvement Projects

Based on a review of the CDBG budget for Street Improvement Projects, we discovered when the 2020-21 budget was moved into a new department code (441), the funding for the 2019-20 street projects was also moved. In addition, funding for the 2018-19 projects scheduled to be used for the Sequel Construction project in the current year, could not be charged to that year of funding because it was closed prior to charges being incurred. The existing CDBG Senior Activities allocation was not needed in the current year due to the one time CDBG coronavirus grant programmed for Senior Activities. Therefore, the Senior Activities allocation is recommended to be reprogrammed to 2019-20 street improvement projects. Following is the recommended budget adjustment to increase appropriations to reflect total funding approval for current fiscal year project costs and the additional revenue related to the expended appropriations.



City of Lawndale
Quarterly Budget Update
Third Quarter of Fiscal Year 2020-21

Increase appropriations:

214-439-501.100	CDBG Street Improv FY20: Salaries- Full Time	\$ 9,400
214-439-505.100	CDBG Street Improv FY20: Salaries- Flexible Benefits	550
214-439-505.200	CDBG Street Improv FY20: Salaries- Retirement	280
214-439-505.300	CDBG Street Improv FY20: Salaries- Medicare	60
214-439-505.700	CDBG Street Improv FY20: Salaries- City Paid Insurance	20
214-439-530.100	CDBG Street Improv FY20: Contract Services	4,600
214-439-530.200	CDBG Street Improv FY20: Professional Services	6,500
214-439-700.146	CDBG Street Improv FY20: Street Improvements	<u>278,999</u>
		<u>\$ 310,719</u>

Decrease appropriations:

214-423-501.100	CDBG Senior Activities: Salaries- Full Time	\$ <u>54,859</u>
-----------------	---	------------------

Net Change to Appropriations \$ 255,860

Increase Revenue:

214-000-460.300	Community Development Block Grant Revenue	<u>\$ 255,860</u>
-----------------	---	-------------------

Public Works Review of Construction Demolition Deposit Account

To promote recycling of construction and demolition debris, protect the public health, safety, and welfare, and to meet the city’s obligations under state law, including Assembly Bill 939 and the California Green Building Standards Code, the Lawndale Municipal Code Section 8.28, *Solid Waste - Collection and Management*, requires a diversion security deposit for any issued building or demolition permits involving the creation of construction or demolition debris. To be eligible for a full deposit refund, a request must be submitted to the City of Lawndale Public Works Department, with supporting documentation, within sixty (60) days of the issuance of certificate of occupancy or expiration of the permit and sixty-five percent (65%) or more of the debris must be recycled or reused. If thirteen to sixty-four percent (13% - 64%) of the debris is recycled, a percent of the deposit is refunded. For applicants not submitting required documentation or timely refund requests, the full deposit is forfeited. Forfeited deposits and amounts not refunded are to be restricted for City solid waste and recycling related purposes.

As of March 31, the Construction Demo Debris Permit Deposits (501-000-200.314) had a balance of \$503,134. The balance included forfeited deposits, restricted amounts not refunded and outstanding deposits on active building and construction projects. No detail accounting existed to determine the amount available for City restricted purposes or amounts being held for ongoing construction projects. Since June 2020, the City has been working on reconciling the account to segregate the City entitled amounts from deposits. As a result of this effort, \$175,000 of revenue should be restricted in Fund 283, Solid Waste Diversion (LMC 8.28), which was created in July 2020 to segregate the restricted City funding. The City now has a detailed record of outstanding deposits and will be recognizing revenue quarterly in Fund 283 to ensure available restricted amounts are known and used. At this time, we propose the following budget adjustment for revenue to be recognized.

Increase anticipated revenue:

283-000-423.116	Solid Waste Diversion - Forfeited Security Deposit Revenue	\$ 175,000
-----------------	--	------------



CITY OF LAWDALE

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

May 3, 2021

TO: Honorable Mayor and City Council

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

PREPARED BY: Mike Estes, Director of Community Services
Michael Reyes, Director of Municipal Services *[Signature]*

SUBJECT: **Memorial Day and Health, Safety and Pet Fair Special Event Programs**

BACKGROUND

The annual Memorial Day Ceremony and Health, Safety and Per Fair special event programs have been designated City events for many years. Traditionally, the Memorial Day Ceremony has taken place on Memorial Day of each year beginning at 9:00 a.m., while the Health, Safety and Per Fair has taken place on the second Saturday in June from 10:00 a.m. to 2:00 p.m..

STAFF REVIEW

Although the California State Department of Public Health (SDPH) has announced that the economy will open in Los Angeles County by June 15, 2021, the Los Angeles County Department of Public Health (LACDPH) and SDPH still prohibits large public outdoor gatherings; however, private gatherings are allowed by both entities if said individuals are from a maximum of three households, are socially distanced and participants are masked.¹

History of Memorial Day and Health, Safety and Pet Fair Events:

The annual Memorial Day Ceremony has traditionally been held at the Lawndale City Hall Veteran's Memorial Wall and typically involves approximately 100 individuals and a Continental Breakfast for those in attendance. In addition, the event has included participation from the Hawthorne High School Color Guard to raise the colors and perform the traditional 21-gun salute as well as an annual speaker affiliated with the Los Angeles Air Force base such as a Colonel. In addition, the event has been regularly attended by a number of Lawndale representatives such as members of the Congress, State Senate and Assembly offices.

The Health, Safety and Pet Fair is an event that typically draws approximately 1,000 individuals throughout the four-hour event with the majority of participants taking advantage of the low-cost pet services such as pet licensing and vaccinations. This event traditionally includes approximately 45 to 50 booths for the attendees to enjoy focusing on pet education, live animal displays, and many other health and safety-related vendors distributing free samples of sunscreen, healthy snacks and printed material among others. This event

¹ The Los Angeles County Department of Public Health warns that COVID-19 is widespread throughout the county and asks everyone to do their part to protect themselves and our community. Large gatherings are not permitted but small private gatherings including people from up to 3 households are currently allowed as long as: • The gathering takes place outdoors. • Everyone wears a mask, and • Each person stays at least 6 feet from anyone that is not part of their own household.

Memorial Day and Health, Safety and Pet Fair Special Event Programs

also has included stage entertainment in the past that has included animal shows and education, health presentations and other pet and health and safety related elements as well as some fun activities for the children who attend.

Memorial Day Ceremony:

Large group gatherings were not allowed by SDPH nor the LACDPH for this event in 2020. However, in 2020, the City held a virtual Memorial Day event which was aired on the City’s You Tube Channel and Lawndale CityTV Channel 22. City staff is making arrangements to provide a virtual event for the Memorial Day Ceremony to take place on Monday, May 31, 2021, at 9:00 a.m. to air on both the City’s You Tube Channel and Lawndale CityTV Channel 22.

Health, Safety and Pat Fair:

In 2020 this event was cancelled due to SDPH and LACDPH restrictions for large public gatherings. Since this special event program has been one that has been well-attended in the past, and animal services are important to the City’s overall safety, Municipal Services staff is making arrangements to hold a small scale, by appointment only vaccination clinic. The clinic will be held at the City’s Municipal Services Department Building Patio area to provide pet vaccinations from 11:00 a.m. to 2:00 p.m. on Saturday, June 12, 2021. In addition, Municipal Services will also provide pre-recorded Public Service Announcements (PSA’s) regarding animal safety, dog licensing and general information on animal care while the vaccination clinic is running

LEGAL REVIEW

None.

FISCAL IMPACT

In the FY 2020-21 General Fund Budget, funding of \$3,000.00 was anticipated for the Memorial Day Ceremony event and the appropriation budget was established in the Community Services Department, Community Events line item – 277-540.501.100. As well, in the FY 2020-21 General Fund Budget, funding of \$4,000.00 was anticipated for the Health, Safety and Pet Fair event and the appropriation budget was established in the Municipal Services Department, Special Events line item – 100-300-540.400. Finally, in the FY 2020-21 General Fund Budget, funding of \$5,000.00 was anticipated for the Health, Safety and Pet Fair and the appropriation budget was established in the Community Services Department, Community Events line item – 277-540.501.100.

The costs to produce and air virtual events are minimal and mostly involve staff time and potentially nominal costs for basic equipment and supplies.

RECOMMENDATION

Staff recommends that the City Council receive and file this report and approve the airing of virtual event for the annual Memorial Day Ceremony to take place on Monday, May 31, 2021 at 9:00 a.m.; and approve the small scale by appointment only vaccination clinic, and the pre-recorded public service announcements regarding animal safety, dog licensing and general information on animal care in lieu of the regular Health, Safety and Pet Fair.



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

DATE: May 3, 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.



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

DATE: May 3, 2021

TO: Honorable Mayor and City Council

FROM: Matthew R. Ceballos, Assistant City Clerk *MR*

SUBJECT: Conference with Legal Counsel – The City Council will conduct a closed session, pursuant to Government Code section 54956.9(d)(2), because there is a significant exposure to litigation in two (2) cases.

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