

AGENDA
REGULAR CITY COUNCIL MEETING
COUNCIL CHAMBERS
5000 CLARK AVENUE
LAKEWOOD, CALIFORNIA

August 13, 2024

ADJOURNED MEETING:

Legends of Lakewood

6:00 p.m.
EXECUTIVE BOARD ROOM

CALL TO ORDER

7:30 p.m.

INVOCATION: Pastor Chris Kirish, Renovate Church

PLEDGE OF ALLEGIANCE: Scout Troop 247

ROLL CALL: Mayor Todd Rogers
Vice Mayor Cassandra Chase
Council Member David Arellano
Council Member Steve Croft
Council Member Jeff Wood

ANNOUNCEMENTS AND PRESENTATIONS:

Presentation by Captain Dan Holguin, Lakewood Sheriff's Station, Regarding Quarterly Public Safety Report

ROUTINE ITEMS:

All items listed within this section of the agenda are considered to be routine and will be enacted by one motion without separate discussion. Any Member of Council may request an item be removed for individual discussion or further explanation. All items removed shall be considered immediately following action on the remaining items.

- RI-1 MEETING MINUTES - Staff recommends City Council approve Minutes of the Meeting held June 3, 2024
- RI-2 PERSONNEL TRANSACTIONS - Staff recommends City Council approve report of personnel transactions.
- RI-3 REGISTERS OF DEMANDS - Staff recommends City Council approve registers of demands.
- RI-4 CITY COUNCIL COMMITTEES' ACTIVITIES - Staff recommends City Council receive and file the report.
- RI-5 MONTHLY REPORT OF INVESTMENT TRANSACTIONS - JUNE 2024 - Staff recommends City Council receive and file the report.
- RI-6 QUARTERLY SCHEDULE OF INVESTMENTS AS OF JUNE 30, 2024 - Staff recommends City Council receive and file the report.

City Council Agenda

August 13, 2024

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ROUTINE ITEMS: - Continued

- RI-7 RESOLUTIONS OF DESTRUCTION FOR OBSOLETE CITY RECORDS MORE THAN TWO YEARS OLD IN ACCORDANCE WITH STATE LAW, RESOLUTIONS NO. 2024-42 THROUGH NO. 2024-49 - Staff recommends City Council adopt proposed resolutions.
- RI-8 RESOLUTION NO. 2024-50 AND NO. 2024-51; ESTABLISHING DISABLED PERSON DESIGNATED PARKING ON THE NORTH SIDE OF CENTRALIA STREET AND ON THE WEST SIDE OF LEVELSIDE AVENUE; RESOLUTION NO. 2024-52; RESCINDING A RESOLUTION ESTABLISHING A PHYSICALLY HANDICAPPED PERSONS DESIGNATED PARKING SPACE ON THE SOUTH SIDE OF DENMEAD STREET - Staff recommends the City Council adopt the proposed resolutions.
- RI-9 PROPOSAL WITH ARDURRA – PROJECT MANAGEMENT SERVICES - CORNER LOT PARK DESIGN - Staff recommends City Council authorize Ardurra’s proposal to provide project management support under their existing Agreement for Engineering Services, in an amount of \$114,000, and authorize the Mayor to sign the proposal.
- RI-10 COUNCIL CHAMBERS IMPROVEMENTS – ARCHITECT/ENGINEER (A/E) DESIGN SERVICES AGREEMENT - Staff recommends City Council authorize the on-call Architectural Services agreement with BOA Architecture, in a form approved by the City Attorney; and authorize the proposal from BOA Architecture for architectural/engineering design services for the Council Chambers Improvements in the amount of \$231,250.
- RI-11 TRANSFER AGREEMENT WITH THE LOS ANGELES COUNTY FLOOD CONTROL DISTRICT – SAFE CLEAN WATER PROGRAM (SCWP) FOR MUNICIPAL PROGRAM FUNDS - Staff recommends City Council approve transfer agreement establishing terms and conditions for transfer of Safe, Clean Water Program funds to Lakewood and authorize Mayor to sign the agreement.
- RI-12 AMENDMENT TO AGREEMENT WITH THE LOS ANGELES GATEWAY REGION INTEGRATED REGIONAL WATER MANAGEMENT JOINT POWERS AUTHORITY (GWMA) - Staff recommends City Council approve Amendment No. 1 to Memorandum of Understanding (MOU) between City and GWMA for administration and cost sharing for implementation of coordinated compliance, monitoring and reporting plan for Dominguez Channel and Los Angeles and Long Beach Harbors Waters Toxic Pollutants Total Maximum Daily Loads and authorize Mayor to sign agreement subject to approval of form by City Attorney.
- RI-13 REVISION TO VEHICLE PURCHASING POLICY FOR FISCAL YEARS 2024-25 AND 2025-26 - Staff recommends City Council authorize City Manager to approve purchase of vehicles included in FY 2024-25 and FY 2025-26 Adopted Budget after gathering at a minimum three (3) informal bids or “piggy backing” on governmental pricing that was already obtained through a competitive bidding process; and appropriate an additional 15% to Council-authorized budgeted amount for each proposed vehicle, if needed.
- RI-14 RESOLUTION NO. 2024-53; APPROVING THE BLANKET AUTHORITY TO FILE APPLICATIONS FOR GRANT FUNDS FROM L.A. COUNTY REGIONAL PARK AND OPEN SPACE DISTRICT FOR MEASURE A FUNDING FOR PROJECTS AND PROGRAMS - Staff recommends City Council adopt the proposed resolution.

City Council Agenda

August 13, 2024

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REPORTS:

- 3.1 **AGREEMENT WITH CONSULTANT FOR LOCAL HAZARD MITIGATION PLAN UPDATE** - Staff recommends City Council approve an agreement with Risk Management Professionals to facilitate an update of Lakewood's existing Local Hazard Mitigation Plan for an amount not to exceed \$59,846, and authorize the Mayor to sign the agreement in a form as approved by the City Attorney.
- 3.2 **AMENDMENT TO AGREEMENT WITH SALVATION ARMY FOR ADDITIONAL SHELTER BEDS** - Staff recommends City Council approve an agreement amendment with Salvation Army for dedicated crisis shelter beds at the Bell Shelter, increasing the number of beds from eight (8) to fifteen (15) effective September 1, 2024, and authorize the Mayor to sign the agreement amendment in a form as approved by the City Attorney, and authorize an additional appropriation of \$123,900 of General Fund monies, converted from American Rescue Plan Act funds.
- 3.3 **FALL/WINTER RECREATION PROGRAMS AND EVENTS** - Staff recommends City Council receive and file the report.

AGENDA

LAKWOOD HOUSING SUCCESSOR AGENCY

1. **REGISTER OF DEMANDS** - Staff recommends Housing Successor Agency approve registers of demands.

ORAL COMMUNICATIONS:

ADJOURNMENT

In compliance with the Americans with Disabilities Act, if you are a qualified individual with a disability and need an accommodation to participate in the City Council meeting, please contact the City Clerk's Office, 5050 Clark Avenue, Lakewood, CA, at 562/866-9771, ext. 2200; or at cityclerk@lakewoodcity.org at least 48 hours in advance to ensure that reasonable arrangements can be made to provide accessibility to the meeting.

Agenda items are on file in the Office of the City Clerk, 5050 Clark Avenue, Lakewood, and are available for public review during regular business hours. Any supplemental material distributed after the posting of the agenda will be made available for public inspection during normal business hours in the City Clerk's Office. For your convenience, the agenda and the supporting documents are available in an alternate format by request and are also posted on the City's website at www.lakewoodcity.org

Routine Items

Routine Item 1 - City Council Minutes
will be available prior to the meeting

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COUNCIL AGENDA

August 13, 2024

TO: The Honorable Mayor and City Council

SUBJECT: Report of Personnel Transactions

<u>Name</u>	<u>Title</u>	<u>Schedule</u>	<u>Effective Date</u>
FULL-TIME EMPLOYEES			
A. Appointments			
Leonel Martin Sosa	Associate Civil Engineer	33B	07/08/2024
B. Changes			
None			
C. Separations			
None			
PART-TIME EMPLOYEES			
A. Appointments			
Jesus Betancourt	Maintenance Services Aide IV	B	07/09/2024
Steven Foster	Maintenance Trainee I	B	07/22/2024
Jonathan Hernandez	Maintenance Services Aide IV	B	07/09/2024
Alejandro Ruiz	Maintenance Trainee I	B	07/22/2024
George Ruiz	Parking Enforcement Technician I	B	08/05/2024
Brandon Tate	Maintenance Services Aide IV	B	07/09/2024
B. Changes			
Aaron Castro	Audio Visual Associate I	B to	
	Audio Visual Associate II	B	07/21/2024
Eric Gonzalez Jr.	Community Services Leader II	B to	
	Maintenance Services Aide IV	B	07/07/2024
Ryan Phung	Public Safety Officer I	B to	
	Public Safety Officer II	B	07/21/2024

C. Separations

Steven Foster

Maintenance Trainee I

B

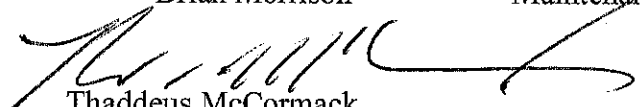
07/26/2024

Brian Morrison

Maintenance Trainee II

B

07/26/2024



Thaddeus McCormack
City Manager

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**CITY OF LAKEWOOD
FUND SUMMARY 7/3/2024**

In accordance with section 2521 of the Lakewood Municipal Code, presented herewith is a summary of obligations to be paid by the City of Lakewood. Each of the following demands has been audited by the Director of Finance and Administrative Services and approved by the City Manager.

1010	GENERAL FUND	564,195.58
1020	CABLE TV	34.79
1050	COMMUNITY FACILITY	2,237.20
1090	LAKWOOD EQUESTRIAN CENTER	389.40
1621	LA CNTY MEASURE R	1,283.77
1622	LA CNTY MEASURE M	7,560.00
3015	ROAD MAINTC & REHAB ACCT	173,222.93
3070	PROPOSITION "C"	964.88
5010	GRAPHICS AND COPY CENTER	0.13
5020	CENTRAL STORES	1,742.18
5030	FLEET MAINTENANCE	6,362.01
7500	WATER UTILITY FUND	49,874.96
8030	TRUST DEPOSIT	100.00
		807,967.83

Council Approval

Date

City Manager

Attest

City Clerk

Director of Finance and Administrative Services

**CITY OF LAKEWOOD
SUMMARY CHECK REGISTER**

CHECK DATE	VENDOR NAME	CHECK AMOUNT
07/03/2024	4IMPRINT	10,064.33
07/03/2024	MARK, ADAM	735.92
07/03/2024	AIRGAS INC	221.30
07/03/2024	ALAN'S LAWN AND GARDEN CENTER INC	516.86
07/03/2024	ALAN'S LAWN AND GARDEN CENTER INC	131.03
07/03/2024	PAYNE, DAVID	115.10
07/03/2024	AMAZON CAPITAL SERVICES INC	10,597.87
07/03/2024	ARDURRA GROUP INC	61,200.29
07/03/2024	ATALLA, IBRAHIM	312.00
07/03/2024	AVENU STR IP LLC	4,286.24
07/03/2024	B & H FOTO & ELECTRONICS CORP	1,707.77
07/03/2024	B.R. BREWER SIGN & GRAPHICS	1,931.58
07/03/2024	BAY AREA DRIVING SCHOOL INC	130.00
07/03/2024	BELL EVENT SERVICES INC	3,650.00
07/03/2024	BIOMETRICS4ALL INC	87.00
07/03/2024	BREA, CITY OF	39,474.00
07/03/2024	MANHATTAN STITCHING CO INC	431.00
07/03/2024	BRENNTAG PACIFIC INC	2,464.97
07/03/2024	CAL STATE AUTO PARTS INC	40.13
07/03/2024	CALIF. STATE DISBURSEMENT UNIT	838.14
07/03/2024	CERRITOS CITY	4,862.00
07/03/2024	CINTAS CORPORATION	66.45
07/03/2024	CJ CONCRETE CONSTRUCTION INC	173,222.93
07/03/2024	COUCH, RON JR	240.00
07/03/2024	CREATE A PARTY INC	3,574.60
07/03/2024	DANIEL'S TIRE SERVICE INC	52.00
07/03/2024	DIAMOND ENVIRONMENTAL SERVICES LP	5,895.95
07/03/2024	DICKSON R F CO INC	50,698.14
07/03/2024	DR OFFICE WORKS INC	580.31
07/03/2024	EMPLOYMENT DEVELOPMENT DEPT	40.00
07/03/2024	FIREWORKS & STAGE FX AMERICA	9,500.00
07/03/2024	FOGGIA INC	1,161.12
07/03/2024	FONG, ALEX	400.00
07/03/2024	GALLS PARENT HOLDINGS LLC	861.86
07/03/2024	GARIBALDO'S NURSERY	88.20
07/03/2024	GEMINI GROUP LLC	3,380.00
07/03/2024	GOLDEN METERS SERVICES	575.00
07/03/2024	GOSECURE INC	4,805.85
07/03/2024	GRAINGER W W INC	1,140.46
07/03/2024	HARA M LAWNMOWER CENTER	82.69
07/03/2024	HASS, BARBARA	365.63
07/03/2024	HEATON, KATHRYN	453.38
07/03/2024	HINDERLITER DE LLAMAS & ASSOC	620.67
07/03/2024	HOME DEPOT	4,360.61

**CITY OF LAKEWOOD
SUMMARY CHECK REGISTER**

CHECK DATE	VENDOR NAME	CHECK AMOUNT
07/03/2024	PJM GROUP LLC	1,550.00
07/03/2024	JHM SUPPLY INC	110.63
07/03/2024	KOSMONT & ASSOCIATES INC	8,456.88
07/03/2024	LAKEWOOD, CITY OF	100.00
07/03/2024	LOS ANGELES CO FIRE DEPT	218.00
07/03/2024	LA COUNTY DEPT OF PUBLIC WORKS	11,306.10
07/03/2024	MACRO AUTOMATICS	31,264.00
07/03/2024	LEON MANUEL	1,960.00
07/03/2024	MARKLEY, ELIZABETH	195.00
07/03/2024	MVP'S LLC	4,500.00
07/03/2024	O'REILLY AUTOMOTIVE STORES INC	939.29
07/03/2024	ODP BUSINESS SOLUTIONS LLC	783.53
07/03/2024	OPUS INSPECTION INC	145.42
07/03/2024	ORIGINAL WATERMEN INC	218.13
07/03/2024	DY-JO CORPORATION	1,580.00
07/03/2024	WGJ ENTERPRISES INC	7,560.00
07/03/2024	US BANCORP ASSET MANAGEMENT INC	3,157.13
07/03/2024	FORREST L STORY	750.00
07/03/2024	S & J SUPPLY CO	1,384.63
07/03/2024	SAFETY-KLEEN CORP	642.73
07/03/2024	SHARP ELECTRONICS CORPORATION	7,942.95
07/03/2024	SITEONE LANDSCAPE SUPPLY LLC	1,460.12
07/03/2024	SMART & FINAL INC	1,149.10
07/03/2024	SNAP-ON INDUSTRIAL	64.87
07/03/2024	SOLID SURFACE CARE INC	1,750.00
07/03/2024	SOMERS ENTERPRISES INC	7,260.00
07/03/2024	SPASEFF TED C	240.00
07/03/2024	STAPLES INC	287.77
07/03/2024	ARIZONA MACHINERY LLC	1,352.73
07/03/2024	SUNBELT RENTALS INC	762.27
07/03/2024	SUNSTONE MANAGEMENT INC	6,000.00
07/03/2024	SUPERIOR COURT OF CALIFORNIA	6,664.00
07/03/2024	SUPERIOR COURT OF CALIFORNIA	9,180.00
07/03/2024	T-MOBILE USA INC	257.60
07/03/2024	TNEMEC COMPANY INC	321.63
07/03/2024	HD SUPPLY INC	301.93
07/03/2024	VARIABLE SPEED SOLUTIONS	6,350.00
07/03/2024	CELLCO PARTNERSHIP	8.84
07/03/2024	WAXIE ENTERPRISES INC	714.97
07/03/2024	WESTERN EXTERMINATOR CO	78.70
07/03/2024	SYKAHUA TEMUJIN	234.00
07/03/2024	ALL THINGS ROOFING	236.34
07/03/2024	BARRY, ROBERTA	250.00
07/03/2024	EXER MEDICAL CORPORATION	118.50

**CITY OF LAKEWOOD
SUMMARY CHECK REGISTER**

<u>CHECK DATE</u>	<u>VENDOR NAME</u>	<u>CHECK AMOUNT</u>
07/03/2024	JENNINGS, MELINDA KATHRYN	83.00
07/03/2024	RESTREPO, ROCKY	236.30
07/03/2024	SOLOMON, SALTSMAN, & JAMIESON LAW	775.00
07/03/2024	TUA, JONATHAN	250.00
07/03/2024	WEIGHTMAN, STEVEN B.	48.00
07/03/2024	CALIFORNIA MOBILITY AND PARKING ASSOCIATION	625.00
07/03/2024	EDEN USA INCORPORATED	1,801.86
07/03/2024	GOGOV INC	29,388.00
07/03/2024	GONSALVES JOE A & SON	4,752.00
07/03/2024	GOVERNMENTJOBSCOM INC	10,209.22
07/03/2024	HDL SOFTWARE LLC	14,688.73
07/03/2024	HOME DEPOT	8.82
07/03/2024	LEAGUE OF CALIFORNIA CITIES	1,412.25
07/03/2024	LOMBERA, RICKY	1,250.00
07/03/2024	QUADIENT LEASING USA INC	1,839.33
07/03/2024	S C A G	11,016.00
07/03/2024	SIMONE, DEAN	2,000.00
07/03/2024	SKATE EXPRESS	2,200.00
07/03/2024	STATE WATER RESOURCES CONTROL BOARD	80.00
07/03/2024	UNDERGROUND VAULTS & STORAGE	200.00
07/03/2024	WATER EDUCATION FOR LATINO LEADERS	3,000.00
07/03/2024	WILD RIVERS WATERPARK IRVINE SPE LLC	2,587.00
07/03/2024	DELL MARKETING LP	181,764.37
07/03/2024	DELL SERVICE SALES	1,981.78
	Total:	807,967.83

**CITY OF LAKEWOOD
FUND SUMMARY 7/11/2024**

In accordance with section 2521 of the Lakewood Municipal Code, presented herewith is a summary of obligations to be paid by the City of Lakewood. Each of the following demands has been audited by the Director of Finance and Administrative Services and approved by the City Manager.

1010	GENERAL FUND	687,595.14
1050	COMMUNITY FACILITY	11,883.39
1070	RETIREE BENEFITS	2,400.00
1090	LAKWOOD EQUESTRIAN CENTER	24,267.40
1500	MISC-SPECIAL REVENUE FUND	8,745.00
1630	USED OIL GRANT	23.75
3070	PROPOSITION "C"	1,457.36
5020	CENTRAL STORES	2,643.84
5030	FLEET MAINTENANCE	2,070.96
7500	WATER UTILITY FUND	17,805.17
8020	LOCAL REHAB LOAN	113.00
8030	TRUST DEPOSIT	100.00
		759,105.01

Council Approval

Date

City Manager

Attest

City Clerk

Director of Finance and Administrative Services

**CITY OF LAKEWOOD
SUMMARY CHECK REGISTER**

CHECK DATE	VENDOR NAME	CHECK AMOUNT
07/11/2024	SHAKER NERMINE	1,925.00
07/11/2024	ALL CITY MANAGEMENT SERVICES INC	5,896.69
07/11/2024	ALLIED REFRIGERATION INC	1,378.77
07/11/2024	ARDURRA GROUP INC	1,262.50
07/11/2024	ROSS AVIATION INVESTMENT LLC	5,960.66
07/11/2024	N. HARRIS COMPUTER CORPORATION	12,750.00
07/11/2024	B & H FOTO & ELECTRONICS CORP	1,040.54
07/11/2024	BEAR COMMUNICATIONS INC	2,596.39
07/11/2024	CALIFORNIA STATE DEPT OF JUSTICE	384.00
07/11/2024	CAMERON WELDING SUPPLY	1,004.98
07/11/2024	CHICAGO TITLE CO	104.00
07/11/2024	DG INVESTMENT INTERMEDIATE HOLDINGS 2 INC	2,938.40
07/11/2024	CORELOGIC INC	41.25
07/11/2024	DICKSON R F CO INC	675.00
07/11/2024	DIRECTV INC	40.00
07/11/2024	EAST LONG BEACH POOL SUPPLY	640.51
07/11/2024	EDCO WASTE SERVICES LLC	10,642.59
07/11/2024	EMPIRE DESIGN & BUILD LLC	46,695.46
07/11/2024	GANAHL LUMBER COMPANY	6,722.80
07/11/2024	GRAINGER W W INC	153.04
07/11/2024	GROH. MARK LEE	200.00
07/11/2024	HOME DEPOT	238.12
07/11/2024	HORIZON MECHANICAL CONTRACTORS	2,250.14
07/11/2024	JMG SECURITY SYSTEMS INC	247,809.00
07/11/2024	JOHNSTONE SUPPLY INC	1,180.41
07/11/2024	KILEY GREGORY THOMAS	3,750.00
07/11/2024	LIEBERT CASSIDY WHITMORE	6,351.00
07/11/2024	LONG BEACH CITY GAS & WATER DEPT	459.64
07/11/2024	LONG BEACH. CITY OF	1,350.49
07/11/2024	LOPEZ. ADRIANA	8,745.00
07/11/2024	LOS ANGELES CO DIST ATTORNEY	13,247.56
07/11/2024	LA COUNTY DEPT OF PUBLIC WORKS	137,151.19
07/11/2024	MAG-TROL INC	31.31
07/11/2024	MARKLEY, ELIZABETH	87.75
07/11/2024	MILLER DON & SONS	1,098.44
07/11/2024	NICHOLLS CONSULTING INC	985.34
07/11/2024	PAYMENTUS CORPORATION	8,054.92
07/11/2024	PROPAC INC	977.01
07/11/2024	RAYVERN LIGHTING SUPPLY CO INC	899.66
07/11/2024	SHUSTER ADVISORY GROUP LLC	2,400.00
07/11/2024	SITEONE LANDSCAPE SUPPLY LLC	875.04
07/11/2024	SO CALIF SECURITY CENTERS INC	19.05
07/11/2024	MWB COPY PRODUCTS INC	115.76
07/11/2024	SOLID SURFACE CARE INC	2,870.00

**CITY OF LAKEWOOD
SUMMARY CHECK REGISTER**

CHECK DATE	VENDOR NAME	CHECK AMOUNT
07/11/2024	SOUTHERN CALIFORNIA EDISON CO	113,223.17
07/11/2024	SOUTHWEST PATROL INC	19,680.00
07/11/2024	T2 SYSTEMS INC	95.00
07/11/2024	WALTERS WHOLESALE ELECTRIC CO	3,377.95
07/11/2024	WATER SYSTEM SERVICES LLC	195.00
07/11/2024	WATERLINE TECHNOLOGIES INC	5,671.69
07/11/2024	WEST COAST ARBORISTS INC	13,400.00
07/11/2024	COMPREHENSIVE PRINT GROUP LLC	1,746.36
07/11/2024	WHITE HOUSE FLORIST INC	1,151.54
07/11/2024	WILLDAN ASSOCIATES	7,679.25
07/11/2024	CIC	9.00
07/11/2024	HU, ADAM	61.00
07/11/2024	MILES, S R & K P	31.47
07/11/2024	MORALES, GILBERTO	740.60
07/11/2024	SOLARIS, SEMPER	415.00
07/11/2024	ALLIANT INSURANCE SERVICES	6,012.00
07/11/2024	AMAZON CAPITAL SERVICES INC	308.76
07/11/2024	AMCS GROUP INC	1,707.48
07/11/2024	BENNETT DIANA GRACE	2,000.00
07/11/2024	BRIZUELA XOCHITL	1,560.00
07/11/2024	BROEKER, CANDACE	117.00
07/11/2024	CINTAS CORPORATION	30.00
07/11/2024	DIAMOND ENVIRONMENTAL SERVICES LP	546.16
07/11/2024	DISABILITY ACCESS CONSULTANTS LLC	2,000.00
07/11/2024	DUNRITE PEST CONTROL INC	260.00
07/11/2024	FRONTIER CALIFORNIA INC	2,348.90
07/11/2024	GRAINGER W W INC	267.77
07/11/2024	HACIENDA SOSEGADO LLC	10,836.50
07/11/2024	HERMAN, LINDA	250.00
07/11/2024	JHM SUPPLY INC	478.09
07/11/2024	LAKEWOOD, CITY OF	100.00
07/11/2024	LERN	445.00
07/11/2024	LOMBERA, RICKY	1,250.00
07/11/2024	LOS ANGELES CO	2,631.36
07/11/2024	ODP BUSINESS SOLUTIONS LLC	754.51
07/11/2024	PACKAGE PRODUCTS & SERVICES INC	5,235.42
07/11/2024	READWRITE EDUCATIONAL SOLUTIONS INC	752.05
07/11/2024	CHARTER COMMUNICATIONS HOLDINGS LLC	5,240.01
07/11/2024	WAXIE ENTERPRISES INC	622.56
07/11/2024	YOUTH EVOLUTION ACTIVITIES	1,092.00
07/11/2024	LAMBERT, ROSHALL	250.00
07/11/2024	MYERS, IMANI	250.00
07/11/2024	NEAL, KIM	33.00
07/11/2024	POUGH-HENDERSON, VANNETTA	250.00

**CITY OF LAKEWOOD
SUMMARY CHECK REGISTER**

**CHECK
DATE**

VENDOR NAME

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AMOUNT**

Total:

759,105.01

**CITY OF LAKEWOOD
FUND SUMMARY 7/18/2024**

In accordance with section 2521 of the Lakewood Municipal Code, presented herewith is a summary of obligations to be paid by the City of Lakewood. Each of the following demands has been audited by the Director of Finance and Administrative Services and approved by the City Manager.

1010	GENERAL FUND	1,699,146.04
1020	CABLE TV	1,656.25
1030	CDBG CURRENT YEAR	11,831.93
1050	COMMUNITY FACILITY	6,893.84
1070	RETIREE BENEFITS	2,986.79
1090	LAKEWOOD EQUESTRIAN CENTER	19,601.45
1336	STATE COPS GRANT	16,666.66
1500	MISC-SPECIAL REVENUE FUND	63.24
1621	LA CNTY MEASURE R	132,137.00
1622	LA CNTY MEASURE M	20,765.90
1623	LA CNTY MEASURE W-REGIONAL	856.95
1630	USED OIL GRANT	557.70
1640	BEV CONTAINER REC GRANT	1,573.75
3070	PROPOSITION "C"	794.28
5010	GRAPHICS AND COPY CENTER	2,903.77
5020	CENTRAL STORES	6,091.94
5030	FLEET MAINTENANCE	32,406.42
7500	WATER UTILITY FUND	58,972.84
8030	TRUST DEPOSIT	40,083.09
		2,055,989.84

Council Approval

Date

City Manager

Attest

City Clerk

Director of Finance and Administrative Services

**CITY OF LAKEWOOD
SUMMARY CHECK REGISTER**

CHECK DATE	VENDOR NAME	CHECK AMOUNT
07/15/2024	BERG, APRIL	1,296.00
07/18/2024	SHAKER NERMINE	1,925.00
07/18/2024	ACTIVE NETWORK INC	1,602.48
07/18/2024	BACKSTREET SURVEILLANCE INC	5,025.00
07/18/2024	TWO SHELLS ENTERPRISES INC	254.00
07/18/2024	BREA, CITY OF	32,608.00
07/18/2024	BRENNTAG PACIFIC INC	2,523.00
07/18/2024	CAL STATE AUTO PARTS INC	366.73
07/18/2024	SEMA INC	1,316.59
07/18/2024	COMMUNITY FAMILY GUIDANCE CTR	548.33
07/18/2024	DANIEL'S TIRE SERVICE INC	208.57
07/18/2024	DATA TICKET INC	205.02
07/18/2024	DIAMOND ENVIRONMENTAL SERVICES LP	3,515.00
07/18/2024	DR OFFICE WORKS INC	9,971.80
07/18/2024	DURHAM SCHOOL SERVICES LP	6,916.56
07/18/2024	EDCO WASTE SERVICES LLC	7,886.25
07/18/2024	EMERGENCY VEHICLE SPECIALTIES EVS INC	4,671.89
07/18/2024	FEDERAL EXPRESS CORP	47.30
07/18/2024	GOLDEN STATE WATER COMPANY	21,190.05
07/18/2024	LEEDAV CO INC	4,800.00
07/18/2024	HOME DEPOT	21,235.09
07/18/2024	HOSE-MAN THE	15.14
07/18/2024	HUMAN SERVICES ASSOCIATION	598.33
07/18/2024	INFOSEND INC	8,879.43
07/18/2024	JONES RICHARD D. A PROF LAW CORP	509.72
07/18/2024	LAKEWOOD ROTARY CLUB	371.00
07/18/2024	LAKEWOOD ROTARY CLUB	860.00
07/18/2024	LANDCARE HOLDINGS INC	8,315.00
07/18/2024	LIFTECH ELEVATOR SERVICES INC	8,603.00
07/18/2024	LINCOLN EQUIPMENT INC	135.14
07/18/2024	LOS ANGELES CO SHERIFFS DEPT	1,151,097.92
07/18/2024	MAYFLOWER DISTRIBUTING COMPANY	91.21
07/18/2024	MIDWEST MOTOR SUPPLY CO INC	2,040.01
07/18/2024	NICHOLLS CONSULTING INC	1,583.69
07/18/2024	OCEAN BLUE ENVIRONMENTAL SERVICES	4,542.63
07/18/2024	NICK BARBIERI TRUCKING LLC	619.55
07/18/2024	PHASE II SYSTEMS INC	2,986.79
07/18/2024	PATHWAYS VOLUNTEER HOSPICE	548.37
07/18/2024	WGJ ENTERPRISES INC	20,539.05
07/18/2024	PIERSON, JEREMY L	318.14
07/18/2024	S.T.E.A.M.	22,829.00
07/18/2024	SNAP-ON INDUSTRIAL	1,934.07
07/18/2024	SOUNDTHINKING INC	10,000.00
07/18/2024	SOUTHERN CALIFORNIA EDISON CO	27,985.09
07/18/2024	SOUTHERN CALIFORNIA EDISON CO	237.94

**CITY OF LAKEWOOD
SUMMARY CHECK REGISTER**

CHECK DATE	VENDOR NAME	CHECK AMOUNT
07/18/2024	SOUTHERN CALIFORNIA GAS CO	4,309.84
07/18/2024	SOUTHLAND INDUSTRIES	30,397.00
07/18/2024	SOUTHWEST PATROL INC	21,648.00
07/18/2024	SU CASA ENDING DOMESTIC VIOLENCE	265.00
07/18/2024	TENG, WHEA-FUN	103.26
07/18/2024	THE SALVATION ARMY	13,680.00
07/18/2024	TRAFFIC MANAGEMENT INC	5,552.47
07/18/2024	U S BANK NATIONAL ASSOCIATION	81,042.85
07/18/2024	URBAN CONSTRUCTION AND DESIGN SOLUTIONS	50,032.89
07/18/2024	CELLCO PARTNERSHIP	1,786.54
07/18/2024	VITAL RECORDS HOLDING LLC	248.69
07/18/2024	WAIT, STUART	10,194.00
07/18/2024	WALTERS WHOLESALE ELECTRIC CO	297.60
07/18/2024	WESTERN WATER WORKS SUPPLY CO	6,541.13
07/18/2024	WILLDAN ASSOCIATES	140,165.00
07/18/2024	HEALTH AND HUMAN RESOURCES CENTER INC	288.36
07/18/2024	AGRI-TURF DISTRIBUTING	537.45
07/18/2024	ALLIANT INSURANCE SERVICES	37,326.00
07/18/2024	AMAZON CAPITAL SERVICES INC	657.42
07/18/2024	BRIZUELA XOCHITL	468.00
07/18/2024	C.P.R.S.	3,769.16
07/18/2024	CAL BOWL ENTERPRISES LLC	1,713.50
07/18/2024	CALIF. STATE DISBURSEMENT UNIT	640.88
07/18/2024	CALIFORNIA CONTRACT CITIES ASN	6,119.52
07/18/2024	CARE SOLACE INC	67,500.00
07/18/2024	SEMA INC	1,227.67
07/18/2024	CJ CONCRETE CONSTRUCTION INC	10,098.75
07/18/2024	CLAVERIE, COURTNEY DAY	182.00
07/18/2024	DANIEL'S TIRE SERVICE INC	521.92
07/18/2024	DUNRITE PEST CONTROL INC	320.00
07/18/2024	EMPLOYMENT DEVELOPMENT DEPT	40.00
07/18/2024	ENVIRONMENTAL SYSTEMS RESEARCH	14,850.00
07/18/2024	FONTELA, THAO	2,265.25
07/18/2024	GLOBAL MUSIC RIGHTS LLC	850.00
07/18/2024	GOERTZ, TRAVIS W	2,750.00
07/18/2024	HACIENDA SOSEGADO LLC	10,836.50
07/18/2024	HEATON, KATHRYN	292.50
07/18/2024	HEBERT, RICH	2,200.00
07/18/2024	HOME DEPOT	623.82
07/18/2024	INTERNAL REVENUE SERVICE	275.31
07/18/2024	J KIM ELECTRIC INC	27,073.73
07/18/2024	JHM SUPPLY INC	131.64
07/18/2024	KICK IT UP KIDZ LLC	471.25
07/18/2024	SABLE COMPUTER INC	16,323.62

**CITY OF LAKEWOOD
SUMMARY CHECK REGISTER**

CHECK DATE	VENDOR NAME	CHECK AMOUNT
07/18/2024	KLASSEN WOOD COMPANY	8,096.54
07/18/2024	LOMBERA, RICKY	1,250.00
07/18/2024	LOMBERA, RICKY	1,250.00
07/18/2024	LOMBERA, RICKY	1,250.00
07/18/2024	LOPEZ VAN METER KARLA	1,365.00
07/18/2024	OOTWI INC	551.00
07/18/2024	MERRIMAC PETROLEUM INC	23,607.52
07/18/2024	ODP BUSINESS SOLUTIONS LLC	303.23
07/18/2024	WAGNER DARRELL	1,500.00
07/18/2024	SCMAF OFFICE	245.00
07/18/2024	SECTRAN SECURITY INC	225.07
07/18/2024	SIGNAL HILL AUTO ENTERPRISES INC	308.26
07/18/2024	SITEONE LANDSCAPE SUPPLY LLC	1,597.95
07/18/2024	SMART & FINAL INC	709.41
07/18/2024	U S BANK NATIONAL ASSOCIATION	2,497.68
07/18/2024	UNDERGROUND SERVICE ALERT	389.75
07/18/2024	USPS-POC	25,000.00
07/18/2024	WAXIE ENTERPRISES INC	4,476.53
07/18/2024	WYNN, LAKYN	234.00
07/18/2024	AUSTIN, MAEVE	23.07
07/18/2024	BOWERS, RON	3.55
07/18/2024	COX, CARL	219.90
07/18/2024	FOSTER, RYAN & JENNIFER	6.98
07/18/2024	HARRY L. COWAN CO.	28.00
07/18/2024	MITCHELL, SHIRLEY	240.00
07/18/2024	THE LHS ALUMNI ASSOCIATION	240.00
	Total:	2,055,989.84

**CITY OF LAKEWOOD
FUND SUMMARY 7/25/2024**

In accordance with section 2521 of the Lakewood Municipal Code, presented herewith is a summary of obligations to be paid by the City of Lakewood. Each of the following demands has been audited by the Director of Finance and Administrative Services and approved by the City Manager.

1010	GENERAL FUND	310,101.23
1030	CDBG CURRENT YEAR	598.37
1070	RETIREE BENEFITS	2,986.79
1090	LAKEWOOD EQUESTRIAN CENTER	10,474.10
1623	LA CNTY MEASURE W-REGIONAL	660.00
3070	PROPOSITION "C"	380.00
5030	FLEET MAINTENANCE	11,849.48
7500	WATER UTILITY FUND	13,016.23
8030	TRUST DEPOSIT	240.00
		<hr/> 350,306.20

Council Approval

_____ Date

_____ City Manager

Attest

_____ City Clerk

_____ Director of Finance and Administrative Services

**CITY OF LAKEWOOD
SUMMARY CHECK REGISTER**

CHECK DATE	VENDOR NAME	CHECK AMOUNT
07/25/2024	COASTAL OCCUPATIONAL MEDICAL GROUP	460.00
07/25/2024	AMAZON CAPITAL SERVICES INC	6,550.65
07/25/2024	B&M LAWN AND GARDEN INC	1,663.62
07/25/2024	BACKSTREET SURVEILLANCE INC	10,595.00
07/25/2024	CINTAS CORPORATION	183.19
07/25/2024	CLEANCOR HOLDINGS LLC DBA CLEANCOR LNG	465.00
07/25/2024	DANIEL'S TIRE SERVICE INC	527.50
07/25/2024	ELLISON CHRISTINE NICOLE	1,200.00
07/25/2024	FLUE STEAM INC	235.00
07/25/2024	FOGGIA INC	1,218.26
07/25/2024	PLAYCORE WISCONSIN INC	2,012.20
07/25/2024	HARA M LAWNMOWER CENTER	3,594.11
07/25/2024	HUMAN SERVICES ASSOCIATION	598.37
07/25/2024	HUNTER, JOHN L & ASSOCIATES	660.00
07/25/2024	JONES RICHARD D. A PROF LAW CORP	91.78
07/25/2024	LAKEWOOD, CITY WATER DEPT	13,589.91
07/25/2024	LOS ANGELES CO. REGISTRAR RECORDER	120,094.11
07/25/2024	O'REILLY AUTOMOTIVE STORES INC	127.37
07/25/2024	PACIFIC EH & S SERVICES INC	500.00
07/25/2024	PHASE II SYSTEMS INC	2,986.79
07/25/2024	PAYMENTUS CORPORATION	8,517.18
07/25/2024	SR BRAY LLC	375.00
07/25/2024	SOUTHERN CALIFORNIA EDISON CO	5,041.23
07/25/2024	SOUTHERN CALIFORNIA GAS CO	449.52
07/25/2024	SOUTHLAND INDUSTRIES	33,663.10
07/25/2024	ARIZONA MACHINERY LLC	993.83
07/25/2024	SUNBELT RENTALS INC	1,621.33
07/25/2024	TETRA TECH INC	2,460.00
07/25/2024	WILLDAN ASSOCIATES	6,806.50
07/25/2024	MARK, ADAM	1,036.36
07/25/2024	ALLIANT INSURANCE SERVICES	724.00
07/25/2024	AMAZON CAPITAL SERVICES INC	72.72
07/25/2024	B&M LAWN AND GARDEN INC	84.78
07/25/2024	BRIZUELA XOCHITL	2,057.25
07/25/2024	C A P I O	275.00
07/25/2024	CAL STATE AUTO PARTS INC	608.78
07/25/2024	LONG BEACH LINCOLN MERCURY INC	243.93
07/25/2024	CERRITOS DODGE	265.43
07/25/2024	CINTAS CORPORATION	221.87
07/25/2024	CINTAS CORPORATION	378.03
07/25/2024	DELTA DENTAL INSURANCE COMPANY	809.48
07/25/2024	DELTA DENTAL OF CALIFORNIA	8,325.87
07/25/2024	DR OFFICE WORKS INC	3,794.36
07/25/2024	INTERNATIONAL E-Z UP INC	1,774.80

**CITY OF LAKEWOOD
SUMMARY CHECK REGISTER**

CHECK DATE	VENDOR NAME	CHECK AMOUNT
07/25/2024	PLAYCORE WISCONSIN INC	7,190.55
07/25/2024	GLOBE GAS CORPORATION	71.96
07/25/2024	HARA M LAWNMOWER CENTER	519.07
07/25/2024	HASS, BARBARA	560.62
07/25/2024	HEATON, KATHRYN	560.63
07/25/2024	HOME DEPOT	706.68
07/25/2024	JCL TRAFFIC SERVICES	1,080.00
07/25/2024	JHM SUPPLY INC	773.89
07/25/2024	KICK IT UP KIDZ LLC	471.25
07/25/2024	KLASSEN WOOD COMPANY	10,474.10
07/25/2024	LAKEWOOD, CITY OF	100.00
07/25/2024	LOS ANGELES CO DEPT OF HEALTH SVCS	2,486.00
07/25/2024	MACAULAY CHRISTINA	275.00
07/25/2024	LEON MANUEL	280.00
07/25/2024	O'REILLY AUTOMOTIVE STORES INC	368.70
07/25/2024	OPENGOV INC	20,851.50
07/25/2024	RANESES MICHAEL E	390.00
07/25/2024	READWRITE EDUCATIONAL SOLUTIONS INC	1,131.00
07/25/2024	SCELZI ENTERPRISES INC	738.00
07/25/2024	SMART & FINAL INC	1,205.67
07/25/2024	SPECIALTY TIRES LLC	906.01
07/25/2024	T2 SYSTEMS INC	25,090.19
07/25/2024	VISION SERVICE PLAN	4,337.88
07/25/2024	WILD RIVERS WATERPARK IRVINE SPE LLC	1,575.00
07/25/2024	SYKAHUA TEMUJIN	809.25
07/25/2024	AVILA, BLANCA	250.00
07/25/2024	COLE, KRISTIN	336.64
07/25/2024	JACKSON, GWENDOLYN	170.00
07/25/2024	JOHNSON, JR. BERT ARTHUR	140.00
07/25/2024	MASELLE, MICHAEL	250.00
07/25/2024	REED, BRYAN	79.72
07/25/2024	RS REAL ESTATE PLUS	251.18
07/25/2024	SANDERS, LASHAWN	170.00
07/25/2024	JONES RICHARD D. A PROF LAW CORP	17,752.50
	Total:	350,306.20

**CITY OF LAKEWOOD
SUMMARY ACH/WIRE REGISTER JULY 2024**

ACH date	Amount	Recipient	Purpose	Period
7/1/24	\$132,587.94	CalPERS	Payroll - Retirement Plan	May 26-Jun 8, 2024
7/1/24	\$2,700,000.00	CAMP	City Investment Deposit	July 2024
7/5/24	\$2,600.00	LCEA	Employee Paid Dues	June 2024
7/8/24	\$133,919.92	CalPERS	Payroll - Retirement Plan	Jun 9-22, 2024
7/8/24	\$131,732.35	CalPERS	Employee Medical Premiums	July 2024
7/10/24	\$791,797.77	Various	Employee Payroll	Jun 23-Jul 6, 2024
7/11/24	\$137,503.96	IRS via F&M	Payroll - Federal Taxes	Jun 23-Jul 6, 2024
7/11/24	\$38,138.83	EDD	Payroll - State Taxes	Jun 23-Jul 6, 2024
7/12/24	\$1,177,846.00	CA Joint Powers	Liability and Workers Comp Ins.	July 2024
7/12/24	\$508,780.00	CA Joint Powers	Property, Earthquake, Fire Ins.	July 2024
7/12/24	\$30,308.84	VOYA	Payroll -Deferred Compensation	Jun 23-Jul 6, 2024
7/12/24	\$36,423.31	VOYA	Payroll - Deferred Compensation	Jun 23-Jul 6, 2024
7/12/24	\$202.24	MidAmerica	Retiree Medical Benefit	Jun 23-Jul 6, 2024
7/12/24	\$3,425.00	PARS via U.S. Bank	Payroll - Retirement Plan 1 of 2	Jun 23-Jul 6, 2024
7/12/24	\$4,887.34	PARS via U.S. Bank	Payroll - Retirement Plan 2 of 2	Jun 23-Jul 6, 2024
7/16/24	\$1,517.82	CalPERS	Payroll - Retirement Plan	July 2024
7/18/24	\$26,002.63	MidAmerica	Retiree Medical Benefit	July 2024
7/19/24	\$305.20	The Technology Depot	Communications Services 1 of 4	July 2024
7/19/24	\$149.00	The Technology Depot	Communications Services 2 of 4	July 2024
7/19/24	\$706.66	LB Meals on Wheels	Monthly Contribution	June 2024
7/24/24	\$770,706.78	Various	Employee Payroll	Jul 7-20, 2024
7/24/24	\$132,224.18	IRS via F&M	Payroll - Federal Taxes	Jul 7-20, 2024
7/25/24	\$35,914.23	EDD	Payroll - State Taxes	Jul 7-20, 2024
7/26/24	\$392.00	Project Shepherd	Online Contributions	Apr-Jun 2024
7/26/24	\$2,300,000.00	CAMP	City Investment Deposit	July 2024
7/26/24	\$304,018.00	CalPERS	Retirmnt-Unfunded Accrued Liab	July 2024
7/26/24	\$15,517.93	VOYA	Payroll -Deferred Compensation	Jul 7-20, 2024
7/26/24	\$44,177.70	VOYA	Payroll - Deferred Compensation	Jul 7-20, 2024
7/26/24	\$8,308.04	PARS via U.S. Bank	Payroll - Retirement Plan 1 of 1	Jul 7-20, 2024
7/26/24	\$20,169.01	MidAmerica	Retiree Medical Benefit	Jul 7-20, 2024
7/26/24	\$360.85	The Technology Depot	Communications Services 3 of 4	July 2024
7/26/24	\$1,660.89	The Technology Depot	Communications Services 4 of 4	July 2024
7/30/24	\$6,834.88	HUD	FY 23-24 CDBG Interest Earnings	July 2024

Council Approval

Date

City Manager

Attest:

City Clerk

Director of Finance & Administrative Services

**CITY OF LAKEWOOD
FUND SUMMARY 8/01/2024**

In accordance with section 2521 of the Lakewood Municipal Code, presented herewith is a summary of obligations to be paid by the City of Lakewood. Each of the following demands has been audited by the Director of Finance and Administrative Services and approved by the City Manager.

1010	GENERAL FUND	210,616.51
1030	CDBG CURRENT YEAR	3,225.00
1050	COMMUNITY FACILITY	4,289.71
1090	LAKWOOD EQUESTRIAN CENTER	1,965.16
1622	LA CNTY MEASURE M	4,590.00
1623	LA CNTY MEASURE W-REGIONAL	1,663.00
3070	PROPOSITION "C"	165.77
5010	GRAPHICS AND COPY CENTER	3,081.07
5020	CENTRAL STORES	8,367.66
5030	FLEET MAINTENANCE	2,900.27
7500	WATER UTILITY FUND	128,983.91
8030	TRUST DEPOSIT	1,993.75
		371,841.81

Council Approval

_____ Date

_____ City Manager

Attest

_____ City Clerk

_____ Director of Finance and Administrative Services

**CITY OF LAKEWOOD
SUMMARY CHECK REGISTER**

CHECK DATE	VENDOR NAME	CHECK AMOUNT
08/01/2024	ADAMS-HILLERY SHARRON	3,225.00
08/01/2024	COASTAL OCCUPATIONAL MEDICAL GROUP	790.00
08/01/2024	ALESHIRE & WYNDER LLP	1,198.69
08/01/2024	AMAZON CAPITAL SERVICES INC	2,082.01
08/01/2024	ARDURRA GROUP INC	16,310.04
08/01/2024	N. HARRIS COMPUTER CORPORATION	31,628.88
08/01/2024	SEMA INC	3,081.07
08/01/2024	CDW LLC	58,720.70
08/01/2024	CINTAS CORPORATION	366.36
08/01/2024	CJ CONCRETE CONSTRUCTION INC	18,155.84
08/01/2024	DAHLIN GROUP INC	28,676.25
08/01/2024	DANIEL'S TIRE SERVICE INC	234.61
08/01/2024	BEC ACQUISITION LLC	2,399.21
08/01/2024	FLUE STEAM INC	326.00
08/01/2024	FLUID CONSERVATION SYSTEMS INC	3,500.00
08/01/2024	HUNTER, JOHN L & ASSOCIATES	3,556.75
08/01/2024	LIEBERT CASSIDY WHITMORE	652.50
08/01/2024	LA COUNTY DEPT OF PUBLIC WORKS	27.76
08/01/2024	NESTLE WATERS NORTH AMERICA	180.08
08/01/2024	NSWC MECHANICAL SERVICE LLC	2,922.00
08/01/2024	OCEAN BLUE ENVIRONMENTAL SERVICES	4,578.32
08/01/2024	S & J SUPPLY CO	759.14
08/01/2024	SNAP-ON INDUSTRIAL	2,132.80
08/01/2024	SO CALIF SECURITY CENTERS INC	876.40
08/01/2024	SOUTHERN CALIFORNIA EDISON CO	89,809.60
08/01/2024	TGIS CATERING SVCS INC	699.01
08/01/2024	WESTERN EXTERMINATOR CO	782.00
08/01/2024	COMPREHENSIVE PRINT GROUP LLC	4,672.62
08/01/2024	WILLDAN ASSOCIATES	278.00
08/01/2024	WILLIAMS, MICHELLE	276.00
08/01/2024	4IMPRINT	2,451.66
08/01/2024	MARK, ADAM	1,664.81
08/01/2024	ABRUSCATO, DIANA	643.50
08/01/2024	ACTIVE NETWORK INC	1,068.32
08/01/2024	ALBANO'S PLUMBING INC	625.00
08/01/2024	ALLEN, JOHNNY	541.45
08/01/2024	ALLIED REFRIGERATION INC	311.21
08/01/2024	AMAZON CAPITAL SERVICES INC	10,085.86
08/01/2024	AMERICAN QUARTER HORSE ASSOCIATION	1,500.00
08/01/2024	B & H FOTO & ELECTRONICS CORP	44.65
08/01/2024	BERG, APRIL	1,148.00
08/01/2024	BIG STUDIO INC	1,561.14
08/01/2024	BOWEN TIMOTHY	3,770.00
08/01/2024	BROEKER, CANDACE	97.50

**CITY OF LAKEWOOD
SUMMARY CHECK REGISTER**

CHECK DATE	VENDOR NAME	CHECK AMOUNT
08/01/2024	CALIF. STATE DISBURSEMENT UNIT	678.07
08/01/2024	CAMERON WELDING SUPPLY	94.10
08/01/2024	CAMERON WELDING SUPPLY	531.96
08/01/2024	CONTRACT LAW FUND	30.00
08/01/2024	D&J INTERNATIONAL INC	796.56
08/01/2024	EAST LONG BEACH POOL SUPPLY	697.83
08/01/2024	EDCO WASTE SERVICES LLC	465.16
08/01/2024	EMPLOYMENT DEVELOPMENT DEPT	40.00
08/01/2024	FEDERAL EXPRESS CORP	61.30
08/01/2024	GANAHL LUMBER COMPANY	94.78
08/01/2024	GLASBY MAINTENANCE SUPPLY CO	162.16
08/01/2024	GONSALVES JOE A & SON	4,752.00
08/01/2024	GRAINGER W W INC	450.83
08/01/2024	GREEN HALO SYSTEMS INC	4,590.00
08/01/2024	GROH, MARK LEE	261.00
08/01/2024	H & H NURSERY	44.38
08/01/2024	HACIENDA SOSEGADO LLC	55.00
08/01/2024	HARA M LAWNMOWER CENTER	810.33
08/01/2024	HOME DEPOT	4,568.61
08/01/2024	JHM SUPPLY INC	361.19
08/01/2024	KARTER, JANET	936.00
08/01/2024	KICK IT UP KIDZ LLC	282.75
08/01/2024	LAKESWOOD, CITY OF	100.00
08/01/2024	LIEBERT CASSIDY WHITMORE	4,800.00
08/01/2024	LINCOLN EQUIPMENT INC	423.18
08/01/2024	MOSES-CALDERA, ISABEL	692.25
08/01/2024	NESTLE WATERS NORTH AMERICA	373.98
08/01/2024	ODP BUSINESS SOLUTIONS LLC	92.64
08/01/2024	ORANGE CO CIRCUIT BREAKERS INC	210.11
08/01/2024	PACIFIC EH & S SERVICES INC	500.00
08/01/2024	POLLARD JOSEPH G COMPANY INC	2,195.04
08/01/2024	READWRITE EDUCATIONAL SOLUTIONS INC	1,157.00
08/01/2024	SITBONE LANDSCAPE SUPPLY LLC	5,837.79
08/01/2024	SKYHAWKS SPORTS ACADEMY LLC	859.95
08/01/2024	SMART & FINAL INC	671.99
08/01/2024	SO CALIF SECURITY CENTERS INC	269.07
08/01/2024	SOMERS ENTERPRISES INC	6,600.00
08/01/2024	SOUTHERN CALIFORNIA EDISON	637.02
08/01/2024	MANCE, MIKE J	508.04
08/01/2024	THE RINKS-LAKEWOOD ICE	436.80
08/01/2024	THURSTON ELEVATOR CONCEPTS INC	149.00
08/01/2024	EBIX INC	758.40
08/01/2024	VARSITY BRANDS HOLDING CO INC	240.56
08/01/2024	WALTERS WHOLESALE ELECTRIC CO	207.82

**CITY OF LAKEWOOD
SUMMARY CHECK REGISTER**

<u>CHECK DATE</u>	<u>VENDOR NAME</u>	<u>CHECK AMOUNT</u>
08/01/2024	WATANABE, BRYCE	1,301.30
08/01/2024	WATER SYSTEM SERVICES LLC	195.00
08/01/2024	WAXIE ENTERPRISES INC	3,056.13
08/01/2024	WEST COAST SAND AND GRAVEL INC	1,027.78
08/01/2024	WESTERN EXTERMINATOR CO	80.00
08/01/2024	SAN BERNARDINO CO HUMAN RESOURCES	2,497.21
08/01/2024	WILLDAN ASSOCIATES	4,312.00
08/01/2024	SYKAHUA TEMUJIN	702.00
08/01/2024	BARRIOS, SALOME	250.00
08/01/2024	BENNETT, YOLONDA	250.00
08/01/2024	BRIGHTVIEW LANDSCAPE SERVICES	275.00
08/01/2024	GALLOWAY, VELMA	250.00
08/01/2024	GRIFFIN, ANITA	250.00
08/01/2024	KIM, YAJAIRA	250.00
08/01/2024	PATEL, DHARMI	250.00
	Total:	371,841.81

**CITY OF LAKEWOOD
FUND SUMMARY 8/8/2024**

In accordance with section 2521 of the Lakewood Municipal Code, presented herewith is a summary of obligations to be paid by the City of Lakewood. Each of the following demands has been audited by the Director of Finance and Administrative Services and approved by the City Manager.

1010	GENERAL FUND	521,633.34
1090	LAKWOOD EQUESTRIAN CENTER	4,046.16
1500	MISC-SPECIAL REVENUE FUND	9,885.00
1623	LA CNTY MEASURE W-REGIONAL	62,599.41
1744	LA COUNTY REGIONAL OPEN SPACE	284.45
3060	PROPOSITION "A"	21,977.00
3070	PROPOSITION "C"	2,676.81
5020	CENTRAL STORES	4,303.34
5030	FLEET MAINTENANCE	4,343.95
7500	WATER UTILITY FUND	36,452.16
8020	LOCAL REHAB LOAN	3,918.05
8030	TRUST DEPOSIT	2,905.00
		675,024.67

Council Approval

Date

City Manager

Attest

City Clerk

Director of Finance and Administrative Services

**CITY OF LAKEWOOD
SUMMARY CHECK REGISTER**

CHECK DATE	VENDOR NAME	CHECK AMOUNT
08/06/2024	AVALON TRANSPORTATION LLC	4,350.00
08/08/2024	AQUATIC DESIGN GROUP	770.60
08/08/2024	AQUATIC DESIGN GROUP	5,200.00
08/08/2024	AQUATIC DESIGN GROUP	650.00
08/08/2024	EMPLOYMENT DEVELOPMENT DEPT	1,933.00
08/08/2024	LEEDAV CO INC	850.00
08/08/2024	HOME DEPOT	2,536.63
08/08/2024	HUNTER, JOHN L & ASSOCIATES	12,294.50
08/08/2024	KOSMONT & ASSOCIATES INC	14,383.90
08/08/2024	LONG BEACH PUBLIC TRANSPORTATION CO	21,977.00
08/08/2024	LOS ANGELES CO DIST ATTORNEY	11,885.33
08/08/2024	LOS ANGELES CO SHERIFFS DEPT	12,957.62
08/08/2024	LA COUNTY DEPT OF PUBLIC WORKS	194,612.14
08/08/2024	OC VACUUM INC	52,509.91
08/08/2024	PUN GROUP, THE LLP	11,000.00
08/08/2024	CELLCO PARTNERSHIP	4,191.97
08/08/2024	WEST COAST ARBORISTS INC	3,865.50
08/08/2024	BAROJAS, YAIR	40.00
08/08/2024	BAROJAS, YAIR	40.00
08/08/2024	CARCELO ENTERPRISES	344.65
08/08/2024	CITIWIDE BUILDERS INC	323.05
08/08/2024	SCOTT, AARON C	106.21
08/08/2024	AEF SYSTEMS CONSULTING INC	5,790.00
08/08/2024	HEALTH AND HUMAN RESOURCES CENTER INC	293.22
08/08/2024	AGRI-TURF DISTRIBUTING	3,893.66
08/08/2024	AMAZON CAPITAL SERVICES INC	896.61
08/08/2024	ATALLA, IBRAHIM	136.50
08/08/2024	B.R. BREWER SIGN & GRAPHICS	284.45
08/08/2024	BAY AREA DRIVING SCHOOL INC	360.75
08/08/2024	BIOMETRICS4ALL INC	26.25
08/08/2024	BRENNTAG PACIFIC INC	2,462.21
08/08/2024	BRIZUELA XOCHITL	848.25
08/08/2024	BROEKER, CANDACE	211.25
08/08/2024	CAL STATE AUTO PARTS INC	1,759.36
08/08/2024	CINTAS CORPORATION	30.00
08/08/2024	CLAVERIE, COURTNEY DAY	156.00
08/08/2024	CLEANCOR HOLDINGS LLC DBA CLEANCOR LNG	465.00
08/08/2024	CAMERON WELDING SUPPLY	122.29
08/08/2024	COLOMRICAN INC	40.68
08/08/2024	DELTA DENTAL INSURANCE COMPANY	826.05
08/08/2024	DELTA DENTAL OF CALIFORNIA	8,325.87
08/08/2024	DIAMOND ENVIRONMENTAL SERVICES LP	546.16
08/08/2024	DIRECTV INC	46.25
08/08/2024	DUNRITE PEST CONTROL INC	260.00
08/08/2024	FIDELITY NATIONAL TITLE COMPANY	3,500.00

**CITY OF LAKEWOOD
SUMMARY CHECK REGISTER**

CHECK DATE	VENDOR NAME	CHECK AMOUNT
08/08/2024	FULL SAIL ENTERPRISES INC	1,113.29
08/08/2024	GIACHELLO, LENNY	292.50
08/08/2024	GLASBY MAINTENANCE SUPPLY CO	317.69
08/08/2024	GRAINGER W W INC	1,189.24
08/08/2024	HARA M LAWNMOWER CENTER	505.49
08/08/2024	HAWK, TRUDY (FAHTIEM)	350.35
08/08/2024	HDL COREN & CONE	6,057.50
08/08/2024	HEATON, KATHRYN	221.00
08/08/2024	HOME DEPOT	632.12
08/08/2024	ICIMS INC	300.00
08/08/2024	INFOSEND INC	3,699.53
08/08/2024	JHM SUPPLY INC	148.58
08/08/2024	KARTER, JANET	63.70
08/08/2024	KICK IT UP KIDZ LLC	3,408.60
08/08/2024	LAKEWOOD CHAMBER OF COMMERCE	2,500.00
08/08/2024	LANDSCAPE STRUCTURES INC	576.54
08/08/2024	LONG BEACH CITY GAS & WATER DEPT	438.71
08/08/2024	LOPEZ, ADRIANA	9,885.00
08/08/2024	MAGIC JUMP RENTALS INC	774.80
08/08/2024	LEON MANUEL	570.00
08/08/2024	MARKLEY, ELIZABETH	468.00
08/08/2024	MC ENROE, BARBARA	780.00
08/08/2024	MC MASTER-CARR SUPPLY CO	102.77
08/08/2024	MIEIR-KING, RICHARD	585.00
08/08/2024	MSDS ONLINE INC	3,849.00
08/08/2024	NADA BUS INC	1,790.00
08/08/2024	NATIONAL UNION FIRE INSURANCE CO	852.30
08/08/2024	O'REILLY AUTOMOTIVE STORES INC	887.49
08/08/2024	ODP BUSINESS SOLUTIONS LLC	257.66
08/08/2024	UAG CERRITOS I LLC	7.39
08/08/2024	PIERSON, JEREMY L	367.74
08/08/2024	PLAYPOWER LT FARMINGTON INC	1,570.91
08/08/2024	READWRITE EDUCATIONAL SOLUTIONS INC	429.00
08/08/2024	SCHRUBBE, JACQUELINE	768.28
08/08/2024	SCMAF OFFICE	501.64
08/08/2024	SIGNAL HILL AUTO ENTERPRISES INC	693.58
08/08/2024	SMART & FINAL INC	575.52
08/08/2024	SO CALIF SECURITY CENTERS INC	171.16
08/08/2024	SOMERS ENTERPRISES INC	5,060.00
08/08/2024	SOUTHERN CALIFORNIA EDISON CO	126,385.70
08/08/2024	SOUTHERN CALIFORNIA EDISON CO	400.00
08/08/2024	SOUTHWEST PATROL INC	28,208.00
08/08/2024	STANDARD INSURANCE CO UNIT 22	4,250.20
08/08/2024	STANDARD INSURANCE CO UNIT 22	22,332.03

**CITY OF LAKEWOOD
SUMMARY CHECK REGISTER**

CHECK DATE	VENDOR NAME	CHECK AMOUNT
08/08/2024	THE RINKS-LAKEWOOD ICE	163.80
08/08/2024	THURSTON ELEVATOR CONCEPTS INC	149.00
08/08/2024	TRANSAMERICA LIFE INSURANCE COMPANY	1,038.19
08/08/2024	TURF STAR	148.94
08/08/2024	UNDERGROUND SERVICE ALERT	1,516.61
08/08/2024	VARSITY BRANDS HOLDING CO INC	285.77
08/08/2024	VERITIV OPERATING COMPANY	540.29
08/08/2024	CELLCO PARTNERSHIP	8,514.95
08/08/2024	VISION SERVICE PLAN	4,388.88
08/08/2024	WATER REPLENISHMENT DISTRICT OF	13,977.47
08/08/2024	WATERLINE TECHNOLOGIES INC	13,332.68
08/08/2024	WAXIE ENTERPRISES INC	1,235.61
08/08/2024	WESTERN EXTERMINATOR CO	78.70
08/08/2024	COMPREHENSIVE PRINT GROUP LLC	689.06
08/08/2024	WILSON, JOHN III	585.00
08/08/2024	SYKAHUA TEMUJIN	468.00
08/08/2024	ALPERIN, SARAH	3,418.05
08/08/2024	DAYRIT, ALEXA	250.00
08/08/2024	MALDONADO, BEATRIZ	432.84
08/08/2024	MICHAEL UROUIDEZ HANDYMAN	500.00
08/08/2024	MORRIS, DAVE	700.00
08/08/2024	RIVERA, CHANCELEEN	170.00
	Total:	675,024.67

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COUNCIL AGENDA

August 13, 2024

TO: The Honorable Mayor and City Council

SUBJECT: Report of City Council Committees' Activities

INTRODUCTION

A brief update is provided for City Council review on the activities of the following standing committees: Water Resources, Capital Improvement Plan, Community Promotions, Public Safety, and Lakewood Schools committees.

STATEMENT OF FACT

On June 10, 2024, the Water Resources Committee met and discussed:

The current agreement with N. Harris Computer Corporation (NHCC) is set to expire in December 2025. Staff updated the Committee on the ongoing issues/challenges with NHCC. Staff discussed the transition status for the in-house call center, bill generation and customer information, issuing bills, accepting customer payments and the online customer portal. Staff has been negotiating the following solutions into a seven-year agreement extension with NHCC:

- Upgrade the City's CIS system from V3 to V5 version (up-to-date version).
- Implement a mobile workforce management system compatible with CIS.
- Implement a fully integrated customer engagement portal compatible with CIS.

Other Communication

Staff is in the process of finalizing the annual Consumer Water Quality Report.

On June 17, 2024, the Capital Improvement Plan Committee met and discussed:

City Hall Office Improvements Update

The CIP Committee recommended to approve staff's estimated cost for the third phase (RCS, City Clerk and Personnel departments) of building improvements in the amount of \$746,000 which included a 20% contingency. The contractor's final cost for the third phase building improvements is \$636,000, reducing contingency to \$110,000. The increase from the initial estimate is due to added scope for wall modifications to include "patching" of the existing ceiling tile system. Staff recommends that in lieu of patching the ceiling tile system, the contractor has provided an optional additional cost of \$75,000 to replace the entire ceiling tile system in the phase 3 areas which could be charged to the Facilities Renewal Recurring CIP budget, supplementing the City Hall Office Improvements project budget. Staff recommends replacement in lieu of patching to provide a better aesthetic product and increase acoustic performance. Staff estimates an additional cost of \$190,000 to furnish the renovated spaces with new office furniture. With remaining contingency of \$110,000, and inclusive of the \$75,000 for the new ceiling system, the estimated total cost for the third phase of construction is \$1,011,000, with \$936,000 being charged to the City Hall Office Improvement CIP budget.

Council Committees' Activities

August 13, 2024

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The final phase which will include PIO and CM is estimated to cost an additional \$650,000, which will result in an estimated total City Hall remodel cost of \$2,935,000. The CIP Committee previously approved a total project budget of \$3,000,000. Staff asked for the concurrence of the CIP Committee in recommending to full City Council for approval at the June 25 Council meeting: 1) Authorization for staff to issue a change order to Empire Design and Build, in the amount not to exceed \$711,000; 2) Approval to increase D & R Office Works contract for the additional furniture, in an amount not-to-exceed \$190,000; 3) Authorization to increase the project contingency by an additional \$110,000.

Corner Lot Development – Architect/Engineer (A/E) Consultant Selection Process

City staff together with Ardurra, developed a comprehensive, open, and competitive process, including the development of a detailed Request for Proposals (RFP). The city received six proposals. A team consisting of three city staff members and two Ardurra staff members reviewed each proposal individually and separately from each other and devised a short list of three firms that were invited to interview: Dahlin/David Evans Associates (DEA); Studio 111/Fusco; and Tait (A/E services in house)

The review team determined that the firm with which to begin negotiations on final scope and fee would be Dahlin/DEA. Dahlin's proposed fee currently is \$895,400, with \$30,000 in reimbursable fees. Staff is in the process of negotiating fees with Dahlin/DEA to see if we can achieve cost savings. Staff will issue task orders in a phased approach with Phase 1, consisting of conceptual and schematic design, to initiate the CEQA process and have a better understanding of site and project constrictions. The total fee for Phase 1 is \$327,600. Phase 2 is estimated at \$438,000 but could be reduced after Phase 1 is completed. In addition, staff is considering usage of Safe Clean Water funds in an amount between \$1M and \$3M, to add water quality improvements, such as pervious paving to adjacent parking, which could allow for the incorporation of the lot to the north on Clark Avenue and offset Measure L funding. Staff recommends to continue negotiating with Dahlin, and requests CIP Committee recommend to City Council to award an amount not-to-exceed the total proposed fee of \$895,400 plus contingency up to \$30,000.

Award of Bid for – Asphalt Improvements to the Existing Mayfair Parking Lot

Staff recommends adding a project to the CIP and budget for asphalt improvements to the existing Mayfair Parking Lot in order to address the need of paving improvements due to the added wear and tear that the relocated DASH vehicles will have on the parking lot during the relocation of DASH operations to Mayfair Park during the Palms Community Center Improvements project. The City has received permission to use Prop C funds for this project. Staff completed an engineer's estimate which resulted in an estimated project budget of \$198,015, within the CUPCAA informal limit of under \$200,000. Staff issued a Notice Inviting Informal Bids to three qualified bidders who are on the list for asphalt and paving improvements. The following qualified contractors submitted bids, as follows: 1) RJ Noble - \$209,391.00, 2) Oxyn Paving - \$239,000.00. Staff recommends awarding the project to RJ Noble at the lump sum price of \$209,391. If City Council awards the contract to RJ Noble, the tentative schedule for improvements would be between July 22 and August 2. Staff requests CIP Committee recommend to City Council: 1) Authorize use of Prop C funds in the amount of \$209,391 and appropriate the funds into a project

Council Committees' Activities

August 13, 2024

Page 3

account; 2) Adopt the working details for the subject project; 3) Adopt the Resolution to award a contract for the "Asphalt Improvements to the Existing Mayfair Parking Lot", Public Works Contract 2024-08, in the amount of \$209,391 to the low bidder R.J. Noble, and authorize the Mayor to sign the contract in a form approved by the City Attorney.

Update on Approved CIP Projects

Weingart Senior Center Improvements – Dahlin Group has submitted the roof replacement design documents for Weingart Senior Center to plan check. Staff received notice that the community earmark funding will be administered through HUD. Staff will develop an RFP, per HUD requirements, for procurement of a consulting engineering firm to assist during construction.

Palms Community Center Improvements – Dahlin Group is working on corrections required from LA County Plan Check and anticipate submitting to final plan check this week. The community project earmark funding for this project will be administered through HUD and an RFP for the procurement of an engineering firm to assist during construction will be issued for Weingart and will also include the Palms project.

Mayfair Water Capture Project – There are several outstanding punch list items that Staff, Willdan, and Sukut have been meeting weekly to address. Several maintenance-type items may be outside of the contractor's scope due to the delay in startup. Staff has not been able to reach a resolution with the Sanitation District due to concerns over the SCADA operations and control.

City Hall Office Improvements – The contractor is working on punch list corrections for phase two of the project. Staff has negotiated a change order for phase three of the project.

City Hall and The Centre Generator Modernization – Ardurra has been contracted to complete the structural portions of the plans, and to compile the bid package. As part of this work, Ardurra will also survey the civic center.

Burns Kitchen – Urban Construction Design Solutions, have been contracted to complete the Burns Kitchen improvements. This work is in construction and is anticipated to be substantially completed this week.

HLC Monument Sign at Mayfair Park – The city issued a contract to Trader Signs for fabrication of the monument sign and is awaiting the shop drawings. There will be several weeks for fabrication after approval of shop drawings. Staff anticipates the sign being installed in summer.

Biscailuz and Boyar Playgrounds Improvements – City Council awarded this project to low bidder Orto Inc. at the base bid price of \$647,369.37. Staff has issued a Notice to Proceed with Submittals, and is awaiting the contractors proposed construction schedule.

Sidewalk Project – Precision Concrete began work and repair of trip hazards under $\frac{3}{4}$ " in grids 1, 4, 7, 8, 9, 10

On June 18, 2024, the Community Promotions Committee met and discussed:

Lemonade Day

Staff provided a report on "Lemonade Day" hosted by the Lakewood Jaycees. This national program teaches youth how to start, own and operate their very own business, a lemonade stand, giving them the opportunity to experience entrepreneurship. The Jaycees are asking for the City of Lakewood be an official co-sponsor of the event, requesting the assistance of the city for use of city facilities and/or rooms for these activities, city parks to host the lemonade stands and the use of the city's public information channels to help promote the event.

A proclamation establishing August 10 as Lemonade Day and the opportunity for participants to be recognized at an upcoming Lakewood Celebrates reception has been requested. This event is anticipated to be recurring on an annual basis. The cost to the city is in-kind support.

The Committee was in favor of supporting this opportunity.

Lakewood Eats

Staff presented an update to the program presented in March 2023. A website has been constructed in a draft format. Staff demonstrated features of the site including integration of participating restaurant websites, the option to offer exclusive coupons or "Lakewood Eats bucks," spotlights of CityTV clips and media as well as the opportunity for special marketing promotions.

Estimated initial set-up costs for this program is \$5,000 which includes the establishment of the website, outreach to businesses, marketing materials, video production costs and other costs. Funds are available in the recently adopted FY 24-26 budget for this program.

The Committee requests staff to build out a few local restaurants in detail for a more thorough preview and demonstration of the website capabilities.

On June 19, 2024, the Public Safety Committee met and discussed:

Crime Trends and Statistics

Overall, Part 1 Crimes within the city were higher when compared to last year, consistent with regional trends. However, monthly numbers indicate a decrease across various categories.

At Lakewood Mall, Part 1 Crimes have also increased. Arrests have been made for vehicle burglaries. Some of the increase is attributed to what is a typical increase this time of year associated with school being out of session.

Homeless Services and Programs Update

Updates were provided on several locations. Encampments were cleared. Outreach services were offered alongside Homeless Services Liaison who has been collaborating with several agencies to provide continuous services to individuals. All dedicated beds at Bell Shelter are being utilized.

Community Prosecutor Program Update

Updates were provided on various locations that are causing disturbances within the city.

Public Safety Department Update

Community outreach and education events were well received by the community. Public Safety Officers (PSOs) have been proactive with patrols and enforcement regarding unlicensed street vendors and scavenger abatement. Staff reviewed submitted proposals for professional services to perform the update of the city's local hazard mitigation plan. Emergency response training were held for employees.

Public Outreach

Budget additions with an emphasis on Public Safety enhancements will be publicized. Homeless assistance efforts and illegal firework prevention tips will be shared with residents. Details for reporting incidents online to LASD will be promoted for awareness.

Municipal Law Enforcement Services Agreement

In anticipation of the renewal date for the service agreement with the County of Los Angeles, staff met with Sheriff's Department representatives and collaborated to discuss possible revisions upon renewal. Details were shared with the Committee. Staff recommended for the Committee to recommend to City Council for adoption and approval of renewal. The Committee agreed.

Update on Pre-Arrest Release Protocols

Updates on pre-arrest release protocols were provided. The Committee agreed to continue with current court case.

Online Crime Information Mapping and Alert Tool

An online crime mapping tool was presented with staff and the committee. The website is available to the public at no charge. Staff suggested for site to be publicized to the community. The Committee agreed.

Follow-Up Items

Staff reviewed municipal code details for street vending, soliciting and hand-billing as it compared to surrounding cities and shared details with the Committee.

Security camera trailers were upgraded to send data directly to the Sheriff's Department.

Details of a recent survey of costs for law enforcement services at local malls were shared with the Committee.

Staff presented various options for the addition of daytime private security patrols to current coverage agreement. The Committee agreed to a trial period for services.

On June 27, 2024, the Lakewood Schools Committee met and discussed:

Roles and Responsibilities of the Committee

A background of the committee was provided by staff noting that there had not been a need for the committee to meet for several years, due to the resolution of prior topics discussed by the committee. With new issues emerging, staff felt it prudent to convene a meeting to obtain guidance from the current Lakewood Schools Committee. Committee Members directed staff to continue meetings of the Lakewood Schools Committee.

ABC Unified School District Consolidation

Staff provided an oral report on the ABC Unified School District's consideration of consolidation and closing schools due to declining enrollment. ABCUSD formed an Ad Hoc Committee to address their challenges. The Ad Hoc Committee reported their findings to the School Board and is carefully reviewing before making and final decisions.

Lakewood Schools Committee, being advocates for neighborhood schools, directed staff to monitor the situation and report back as ABCUSD Board of Education takes further action.

Bellflower Unified School District Redistricting

Staff reported on the status of the redistricting of the Bellflower Unified School District, noting that the Board of Education selected a map that keeps Lakewood in one district. The election for the district that covers the City of Lakewood will be held in 2026.

Miscellaneous

Staff reported that they are working with the Principal of Holmes Elementary School regarding traffic issues in the neighborhood during drop off and pick up times.

Committee Member Rogers reported that Hoover Middle School is in need of repainting, with the fascia boards peeling badly.

Chairperson Arellano requested that the Committee meet again, just before the start of the new school year.

RECOMMENDATION

It is recommended that the City Council receive and file this report.



Thaddeus McCormack
City Manager

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COUNCIL AGENDA
August 13, 2024

TO: The Honorable Mayor and City Council

SUBJECT: Monthly Report of Investment Transactions – June 2024

INTRODUCTION

In accordance with California Government Code Section 53607, the City Council has delegated to the City Treasurer the responsibility to invest or to reinvest funds, or to sell or exchange securities so purchased. The California Government Code Section 53607 requires that, if such responsibility has been delegated, then the Treasurer “shall make a monthly report of those transactions to the legislative body.” In compliance with this requirement, the Monthly Report of Investment Transactions is being rendered to be received and filed.

STATEMENT OF MONTHLY ACTIVITY

Date	Amount at Cost	Investment	Transaction	Rate*
01-Jun-24	\$ 392.00	BOND	Interest	0.560%
01-Jun-24	237,640.41	CAMP POOL	Interest	5.430%
03-Jun-24	393.16	MMF	Interest	4.640%
03-Jun-24	2,300,000.00	CAMP POOL	Purchase	5.430%
04-Jun-24	605,820.31	TREAS	Purchase	2.875%
04-Jun-24	127,622.71	ABS	Sell	3.320%
04-Jun-24	289,869.79	ABS	Sell	3.390%
04-Jun-24	648,971.44	FNMA	Sell	0.625%
05-Jun-24	293,854.38	CORP	Sell	4.787%
05-Jun-24	139,412.07	BOND	Sell	0.773%
06-Jun-24	394,004.00	FNMA	Purchase	4.572%
06-Jun-24	89,573.76	CORP	Sell	2.500%
06-Jun-24	127,581.53	CORP	Sell	2.900%
07-Jun-24	136,128.00	CORP	Sell	4.600%
07-Jun-24	90,931.95	CORP	Sell	4.850%
07-Jun-24	75,776.63	CORP	Sell	4.850%
11-Jun-24	295,413.00	CORP	Purchase	5.087%
11-Jun-24	299,514.00	CORP	Purchase	4.850%
12-Jun-24	1,000,000.00	LAIF	Sell	4.300%
13-Jun-24	390,623.22	FNMA	Purchase	4.803%

Monthly Investment Transactions

August 13, 2024

Page 2

Date	Amount at Cost	Investment	Transaction	Rate*
15-Jun-24	\$ 446.42	ABS	Interest	4.870%
15-Jun-24	1,221.21	ABS	Interest	5.530%
15-Jun-24	1,130.83	ABS	Interest	5.900%
15-Jun-24	1,311.50	ABS	Interest	5.160%
15-Jun-24	854.11	ABS	Interest	3.970%
15-Jun-24	1,284.17	ABS	Interest	4.600%
15-Jun-24	366.00	ABS	Interest	3.660%
15-Jun-24	43.41	ABS	Interest	0.550%
15-Jun-24	1,372.88	ABS	Interest	5.230%
15-Jun-24	375.83	ABS	Interest	4.510%
15-Jun-24	365.33	ABS	Interest	5.480%
15-Jun-24	862.00	ABS	Interest	4.310%
15-Jun-24	637.00	ABS	Interest	5.460%
15-Jun-24	1,605.50	ABS	Interest	4.940%
15-Jun-24	902.42	ABS	Interest	4.420%
15-Jun-24	1.85	ABS	Interest	0.380%
15-Jun-24	1.85	ABS	Interest	0.340%
15-Jun-24	11.13	ABS	Interest	0.520%
15-Jun-24	387.50	ABS	Interest	4.650%
15-Jun-24	1,583.33	ABS	Interest	5.000%
15-Jun-24	518.92	ABS	Interest	4.790%
15-Jun-24	1,683.29	ABS	Interest	5.690%
15-Jun-24	501.21	ABS	Interest	5.230%
15-Jun-24	1,917.84	ABS	Paydown	0.340%
15-Jun-24	9,459.69	ABS	Paydown	0.550%
15-Jun-24	15,022.15	ABS	Paydown	3.970%
15-Jun-24	3,272.41	ABS	Paydown	0.380%
15-Jun-24	4,545.88	ABS	Paydown	0.520%
16-Jun-24	363.33	ABS	Interest	5.450%
17-Jun-24	362.50	FNMA	Interest	0.500%
18-Jun-24	306,067.24	CORP	Purchase	5.087%
18-Jun-24	178.98	ABS	Interest	3.730%
18-Jun-24	1,104.54	ABS	Interest	5.410%
18-Jun-24	4,072.89	ABS	Paydown	3.730%
18-Jun-24	294,559.28	BOND	Sell	4.750%
20-Jun-24	167,597.65	CORP	Sell	4.800%
20-Jun-24	35,551.02	CORP	Sell	4.800%

Monthly Investment Transactions
August 13, 2024
Page 3

Date	Amount at Cost	Investment	Transaction	Rate*
20-Jun-24	\$ 91,491.28	CORP	Sell	1.700%
20-Jun-24	184,476.39	TREAS	Sell	0.625%
24-Jun-24	184,998.30	ABS	Purchase	5.100%
24-Jun-24	2,600,000.00	CAMP POOL	Sell	5.430%
25-Jun-24	99,355.00	CORP	Purchase	4.750%
25-Jun-24	199,362.00	CORP	Purchase	4.750%
25-Jun-24	1,131.67	FNMA	Interest	4.850%
25-Jun-24	1,309.38	FNMA	Interest	4.190%
25-Jun-24	1,074.67	FNMA	Interest	3.224%
25-Jun-24	862.23	FNMA	Interest	2.653%
25-Jun-24	591.38	FNMA	Interest	5.069%
25-Jun-24	791.67	FNMA	Interest	5.000%
25-Jun-24	1,094.51	FNMA	Interest	3.243%
25-Jun-24	758.37	FNMA	Interest	3.347%
25-Jun-24	1,505.94	FNMA	Interest	4.819%
25-Jun-24	1,391.72	FNMA	Interest	4.377%
25-Jun-24	850.50	FNMA	Interest	4.860%
25-Jun-24	1,501.00	FNMA	Interest	4.740%
25-Jun-24	514.69	FNMA	Interest	2.745%
25-Jun-24	1,520.00	FNMA	Interest	4.800%
25-Jun-24	1,171.92	FNMA	Interest	3.430%
25-Jun-24	1,207.32	FNMA	Interest	4.777%
25-Jun-24	1,472.50	FNMA	Interest	4.650%
25-Jun-24	296.26	ABS	Interest	5.470%
25-Jun-24	518.58	FNMA	Paydown	3.347%
25-Jun-24	161.42	FNMA	Paydown	4.777%
25-Jun-24	259.91	FNMA	Paydown	4.377%
25-Jun-24	2,000,000.00	CAMP POOL	Sell	5.430%
26-Jun-24	297,855.43	CORP	Purchase	2.300%
26-Jun-24	73,252.00	TREAS	Sell	1.125%
30-Jun-24	787.50	TREAS	Interest	0.375%
30-Jun-24	918.75	TREAS	Interest	0.875%
30-Jun-24	10,656.25	TREAS	Interest	3.875%

* Rates shown for MMF, LAIF, and CAMP are distribution yields. All others are coupon rates.

INVESTMENT GLOSSARY

ABS (Asset-Backed Securities)

A mortgage pass-through security, collateralized mortgage obligation, mortgage-backed or other pay-through bond, equipment lease-backed certificate, consumer receivable pass-through certificate, or consumer receivable-backed bond.

AGENCY (U.S. Government Agency Issues)

Federal agency or United States government-sponsored enterprise obligations, participations, or other instruments, including those issued by or fully guaranteed as to principal and interest by federal agencies or United States government-sponsored enterprises. There are no portfolio percentage limits for U. S. Government Agency issues.

BOND (Municipal Bonds or Note)

Registered treasury notes or bonds issued by states or municipalities, including bonds payable solely out of the revenues from a revenue-producing property owned, controlled, or operated by a state or by a department, board, agency, or authority of any of the other 49 United States, in addition to California.

CAMP (California Asset Management Program) Pool and Term

A Joint Powers Authority established in 1989 by the treasurers and finance directors of several California public agencies to provide an investment tool at a reasonable cost. Participation is limited to California public agencies. The Pool option offers daily liquidity with a variable rate of return. In recent years the Term option was added offering an investment tool for a fixed period (up to one year) and a fixed rate of return.

CD (Certificate of Deposit)

Negotiable CDs are issued by large banks and are freely traded in secondary markets as short term (2 to 52 weeks), large denomination (\$100,000 minimum) CDs, that are either issued at a discount on its par value, or at a fixed interest rate payable at maturity.

COM (Commercial Paper)

Commercial paper of "prime" quality of the highest ranking or of the highest letter and number rating as provided for by a nationally recognized statistical-rating organization.

CORP (Corporate Notes)

Medium-term notes, defined as all corporate and depository institution debt securities with a maximum remaining maturity of five years or less, issued by corporations organized and operating within the United States or by depository institutions licensed by the United States, or any state and operating within the United States.

FNMA (Federal National Mortgage Association)

A government-sponsored, privately owned corporation established to create a secondary market for Federal Housing Administration mortgages.

LAIF (Local Agency Investment Fund, State of California)

The Treasurer of the State of California administers this investment pool, providing a high-level of liquidity and strong safety through diversification of investments.

MMF (Money Market Fund)

This is a money market interest-bearing checking account that is fully insured and collateralized.

SUPRA (Supra-National Agency Bonds or Notes)

Supranational bonds and notes are debt of international or multi-lateral financial agencies. The debt is used to finance economic/infrastructure development, environmental protection, poverty reduction and renewable energy around the globe, rated AAA, highly liquid and issued in a range of maturities.

TREAS (U.S. Treasury Notes)

A Treasury obligation of the U.S. Government to provide for the cash flow needs of the Federal Government.

RECOMMENDATION

It is recommended that the City Council receive and file the Monthly Report of Investment Transactions rendered for the month of June 2024.



Jose Gomez
Director of Finance & Administrative Services



Thaddeus McCormack
City Manager

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COUNCIL AGENDA

August 13, 2024

TO: The Honorable Mayor and City Council

SUBJECT: Quarterly Schedule of Investments – as of June 30, 2024

INTRODUCTION

The City invests idle funds in compliance with the California Government Code (CGC) and the City's investment policy, which the City Council last reviewed and approved in January 2024. The portfolio is highly-rated and well-diversified. While the portfolio is subject to the ebb and flow of market yield fluctuations, it is largely protected from the stock market volatility as the CGC and the City's investment policy narrowly define the authorized types of investments available. Additionally, City staff works closely with PFM Asset Management, LLC (PFM), the City's investment advisor, to seek out quality investments in proven sectors and keep investment allocations to any one issuer low as a percentage.

The City's investments summarized in this report are allocated to a variety of funds such as the General Fund, Water Utility Fund, Redevelopment Successor Agency Funds, Restricted Special Revenue Funds, and Fiduciary Funds.

The City's investment objectives, in order of priority, are safety, liquidity and yield. To meet these objectives, the City utilizes the following types of investments:

U.S. Treasury Notes

Treasury Obligations of the U.S. Government to provide for the cash flow needs of the Federal Government.

Federal Agency Bonds or Notes:

Federal agency or United States government-sponsored enterprise obligations, participations, or other instruments, including those issued by or fully guaranteed as to principal and interest by federal agencies or United States government-sponsored enterprises. This includes Collateralized Mortgage Obligations (CMOs).

- **FHLB (Federal Home Loan Bank Bonds)**
Bonds and discount notes issued by the Federal Home Loan Bank to provide funding to member institutions and make available money to the residential mortgage market.
- **FHLMC (Federal Home Loan Mortgage Corp)**
A publicly chartered agency that buys qualifying residential mortgages from lenders, packages them into new securities backed by those pooled mortgages, provides certain guarantees and then re-sells the securities on the open market.

- **FNMA (Federal National Mortgage Association)**
A government-sponsored, privately owned corporation established to create a secondary market for Federal Housing Administration mortgages.
- **FFCB (Federal Farm Credit Bank)**
The Federal Farm Credit Bank is an independent agency of the U.S. Government that issues bonds and discount notes to provide short- and long-term credit and credit-related services to farmers, ranchers, rural homeowners, producers and harvesters.

Supra-National Agency Bonds or Notes

Supranational bonds and notes are debt of international or multi-lateral financial agencies. The debt is used to finance economic/infrastructure development, environmental protection, poverty reduction and renewable energy around the globe, rated AAA, highly liquid and issued in a range of maturities.

Negotiable Certificates of Deposit (CDs)

Negotiable CDs are issued by large banks and are freely traded in secondary markets as short term (2 to 52 weeks), large denomination (\$100,000 minimum) CDs, that are either issued at a discount on its par value, or at a fixed interest rate payable at maturity.

Municipal Bonds or Notes:

Registered treasury notes or bonds issued by states or municipalities, including bonds payable solely out of the revenues from a revenue-producing property owned, controlled, or operated by a state or by a department, board, agency, or authority of any of the other 49 United States, in addition to California.

Corporate Notes:

Medium-term notes, defined as all corporate and depository institution debt securities with a maximum remaining maturity of five years or less, issued by corporations organized and operating within the United States or by depository institutions licensed by the United States, or any state and operating within the United States. Medium-term corporate notes shall be rated in a rating category of "A" or its equivalent or better.

Commercial Paper:

Commercial paper of "prime" quality of the highest ranking or of the highest letter and number rating as provided for by a nationally recognized statistical-rating organization.

Agency CMBS

Agency CMBS are commercial mortgage-backed securities collateralized by pools of real estate loans secured by multi-family or health care properties. They are issued by a U.S. government agency or federally chartered corporation, such as Fannie Mae or Freddie Mac.

Pooled Funds:

- **LAIF (Local Agency Investment Fund, State of California)**
The Treasurer of the State of California administers this investment pool, providing a high-level of liquidity and strong safety through diversification of investments.

Quarterly Schedule of Investments

August 13, 2024

Page 3

- CAMP (California Asset Management Program)**
 A Joint Powers Authority established in 1989 by the treasurers and finance directors of several California public agencies to provide professional investment services at a reasonable cost. Participation is limited to California public agencies. The Pool option offers daily liquidity with a variable rate of return. In recent years the Term option was added offering an investment tool for a fixed period (up to one year) and a fixed rate of return.
- Los Angeles County Pool**
 This pool is very similar to LAIF. It is well-diversified, very liquid, and offers competitive yields.

Summary – Schedule of Investments as of June 30, 2024

MANAGED PORTFOLIO

Security Type	Market Value	% of Portfolio	% Change vs. 3/31/24	Permitted by Policy	In Compliance
U.S. Treasury Notes	\$ 15,908,110	40.1%	0.7%	100%	✓
Federal Agency	770,226	1.9%	-1.7%	100%	✓
Agency CMBS	6,192,181	15.6%	1.3%	100%	✓
Municipal Bonds	805,254	2.0%	-0.4%	100%	✓
Negotiable CDs	1,561,997	3.9%	0.0%	30%	✓
Corporate Notes	9,550,503	24.0%	1.0%	30%	✓
Asset-Backed Security	4,931,380	12.5%	-0.9%	20%	✓
Securities Sub-Total	\$39,719,651	100%			
Cash	25,449				
Total Managed Portfolio	\$39,745,100				

POOLED INVESTMENT ACCOUNTS

		Market Value
LAIF	State of CA	\$ 3,828,808
CAMP - Pool	US Bank	50,447,036
CAMP - Term		40,134,523
		\$ 94,410,367

BANK ACCOUNTS

		Balance
City – Checking*	F&M	\$4,747,067
City Payroll	F&M	107,553
Successor Housing - Checking	F&M	2,745,753
		\$7,600,373

*The balance includes a significant amount of recently-issued checks

Funds held in reserve as required by debt issuance or non-agency funds - not available for City expenditures:

Successor Agency – Checking F&M	\$1,010,029
---------------------------------	-------------

Total Portfolio **\$142,765,869**

Attached is a more detailed report of the managed portfolio provided by PFM

STAFF RECOMMENDATION

It is recommended that the City Council receive and file this report.



Jose Gomez
Director of Finance & Administrative Services



Thaddeus McCormack
City Manager



City of Lakewood

Investment Performance Review For the Quarter Ended June 30, 2024

Client Management Team

Monique Spyke, Managing Director
Robert Cheddar, CFA, Managing Director
Richard Babbe, CCM, Senior Managing Consultant

PFM Asset Management LLC

633 W 5th St., 25th Floor
Los Angeles, CA 90071
213-415-1699

213 Market Street
Harrisburg, PA 17101-2141
717-232-2723

NOT FDIC INSURED : NO BANK GUARANTEE : MAY LOSE VALUE

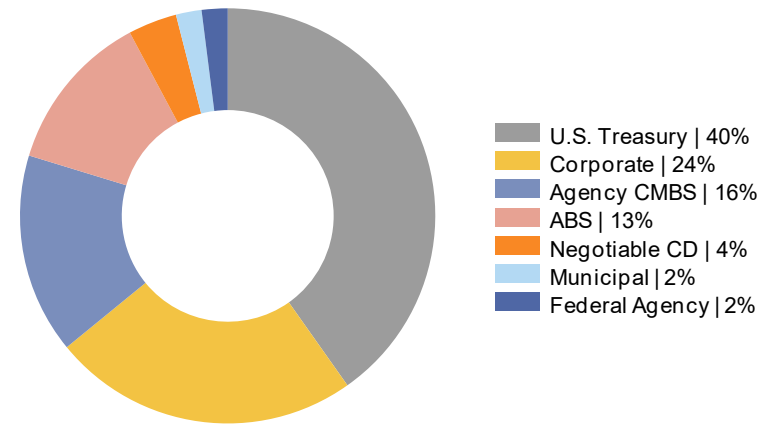
For Institutional Investor or Investment Professional Use Only - This material is not for inspection by, distribution to, or quotation to the general public

Portfolio Snapshot¹

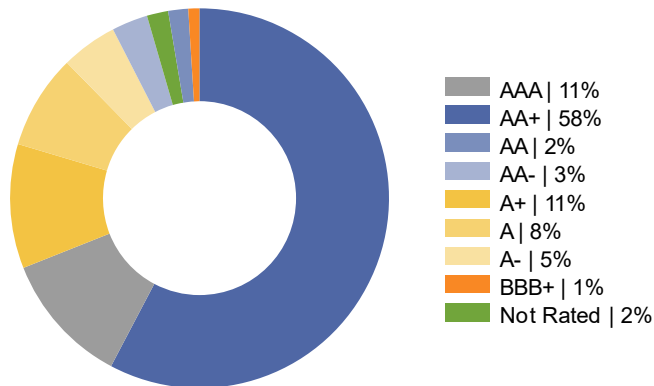
Portfolio Statistics

Total Market Value	\$39,745,099.81
<i>Securities Sub-Total</i>	\$39,454,129.23
<i>Accrued Interest</i>	\$265,521.49
<i>Cash</i>	\$25,449.09
Portfolio Effective Duration	2.56 years
Benchmark Effective Duration	2.52 years
Yield At Cost	3.77%
Yield At Market	4.89%
Portfolio Credit Quality	AA

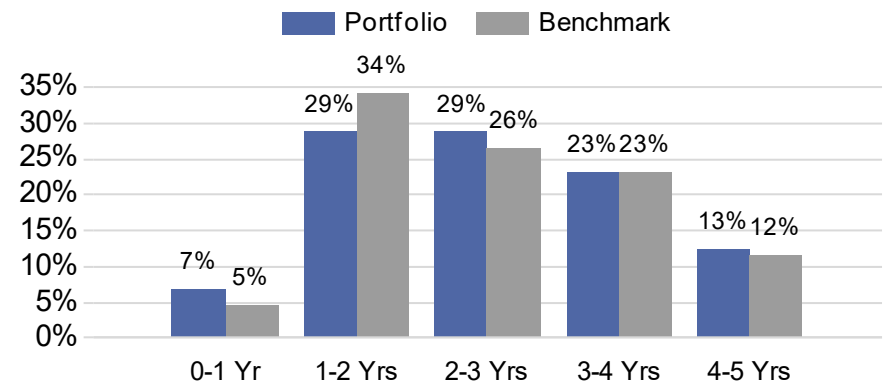
Sector Allocation



Credit Quality - S&P

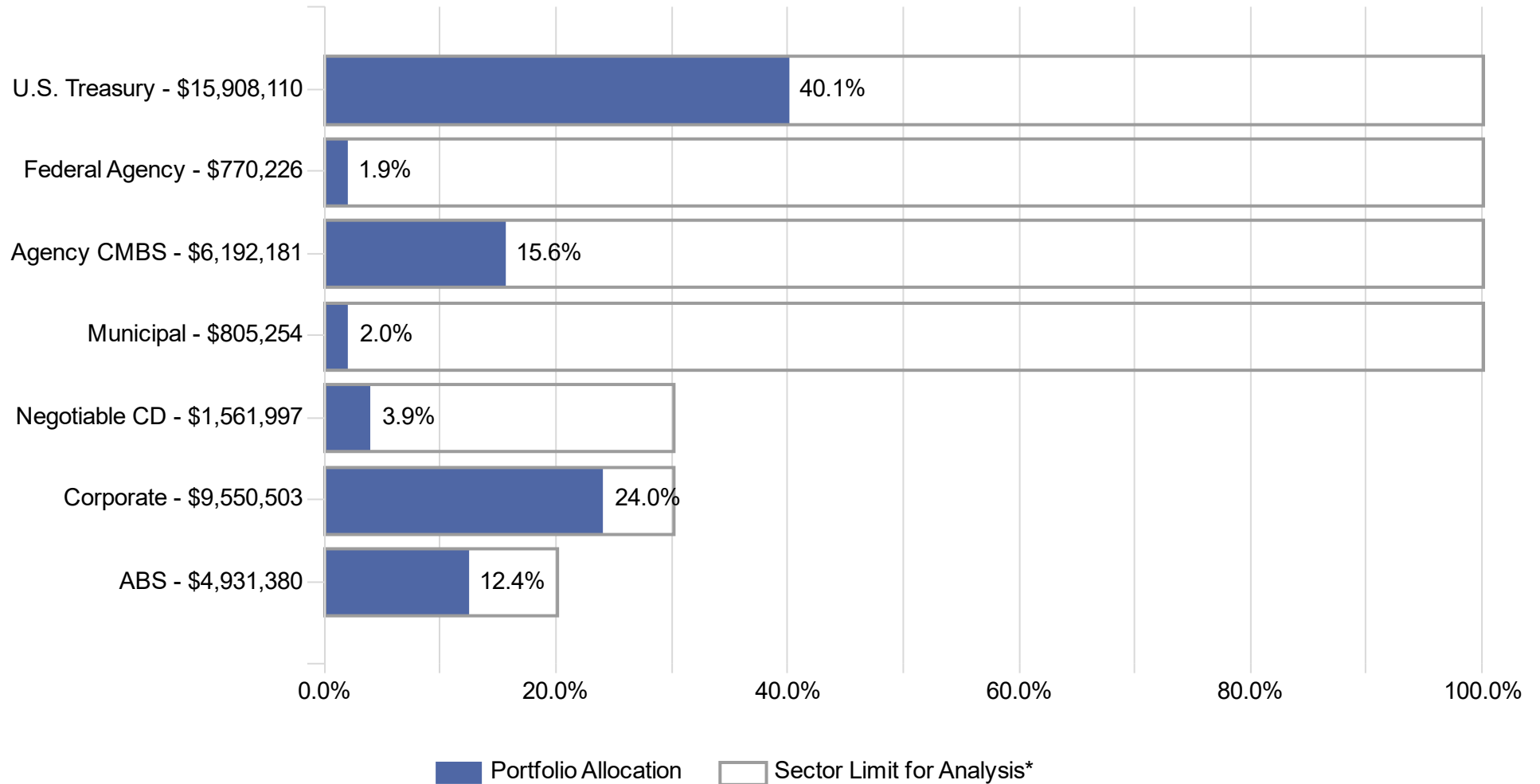


Duration Distribution



1. Yield and duration calculations exclude cash and cash equivalents. Sector allocation includes market values and accrued interest. The portfolio's benchmark is currently the ICE BofA 1-5 Year U.S Treasury Index. Prior to 3/31/19 it was the ICE BofA 1-3 Year U.S Treasury Index. Source: Bloomberg. An average of each security's credit rating was assigned a numeric value and adjusted for its relative weighting in the portfolio.

Sector Allocation Analytics

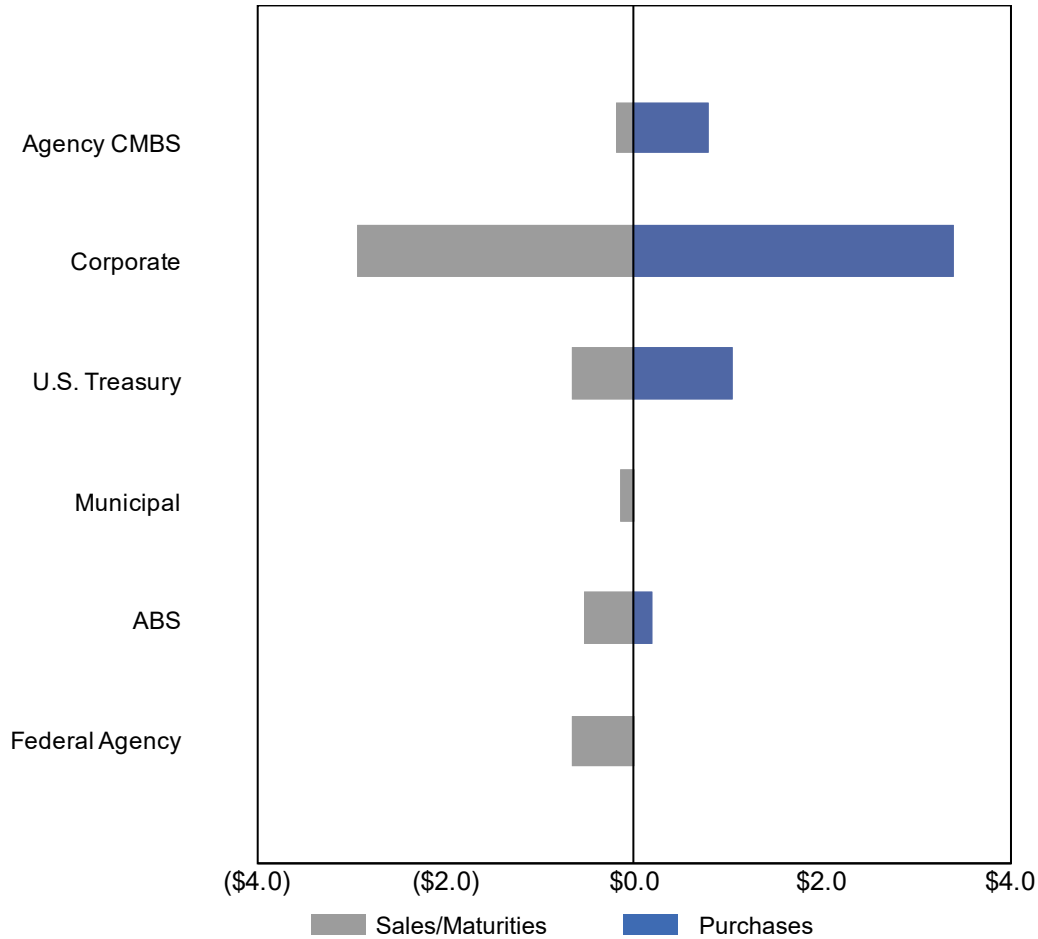


For informational/analytical purposes only and is not provided for compliance assurance. Includes accrued interest.

**Sector Limit for Analysis is as derived from our interpretation of your most recent Investment Policy as provided.*

Portfolio Activity

Net Activity by Sector
(\$ millions)

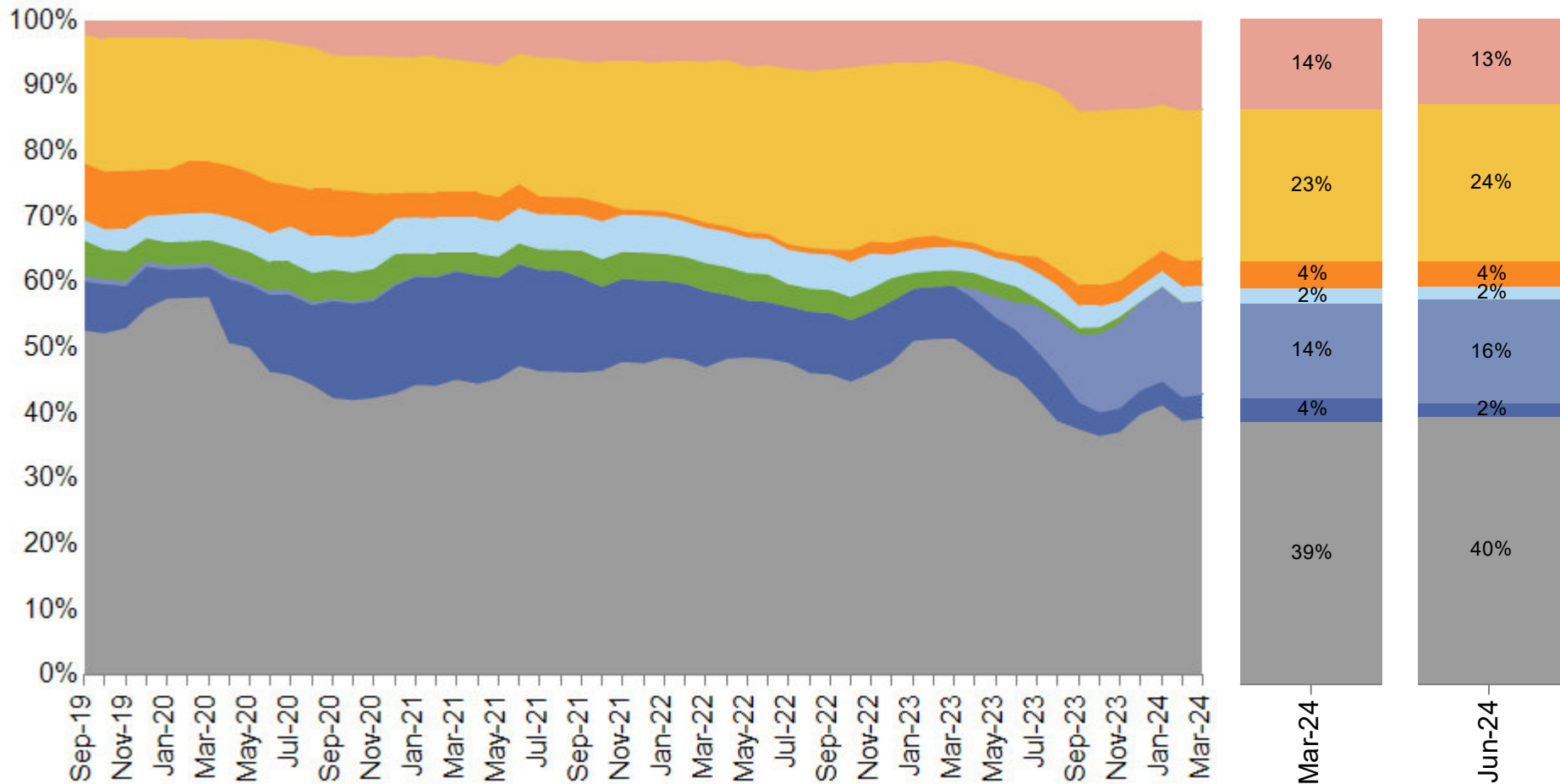


Sector	Net Activity
Agency CMBS	\$602,050
Corporate	\$460,079
U.S. Treasury	\$401,105
Municipal	(\$139,412)
ABS	(\$325,450)
Federal Agency	(\$648,971)
Total Net Activity	\$349,400

Based on total proceeds (principal and accrued interest) of buys, sells, maturities, and principal paydowns. Detail may not add to total due to rounding.

Historical Sector Allocation

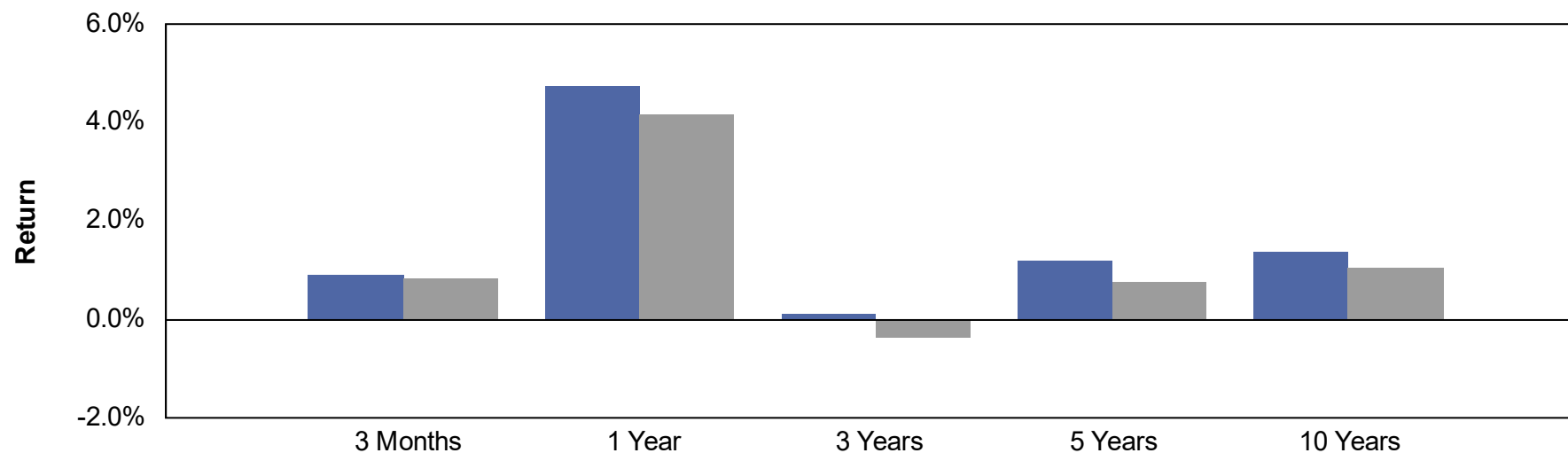
U.S. Treasury
 Federal Agency
 Agency CMBS
 Supranational
 Municipal
 Negotiable CD
 Corporate
 ABS



Only includes fixed-income securities held within the separately managed account(s) and LGIPs managed by PFMAM.

Portfolio Performance

■ Portfolio ■ Benchmark



Market Value Basis Earnings	3 Months	1 Year	3 Years	5 Years	10 Years ¹
Interest Earned ²	\$323,525	\$1,154,127	\$2,361,423	\$3,818,074	\$6,432,850
Change in Market Value	\$26,130	\$641,961	(\$2,261,896)	(\$1,562,105)	(\$1,404,706)
Total Dollar Return	\$349,655	\$1,796,088	\$99,527	\$2,255,969	\$5,028,144
Total Return³					
Portfolio	0.89%	4.73%	0.08%	1.18%	1.35%
Benchmark ⁴	0.82%	4.16%	-0.35%	0.76%	1.02%
Difference	0.07%	0.57%	0.44%	0.42%	0.33%

1. The lesser of 10 years or since inception is shown. Since inception returns for periods one year or less are not shown. Performance inception date is December 31, 2007.

2. Interest earned calculated as the ending accrued interest less beginning accrued interest, plus net interest activity.

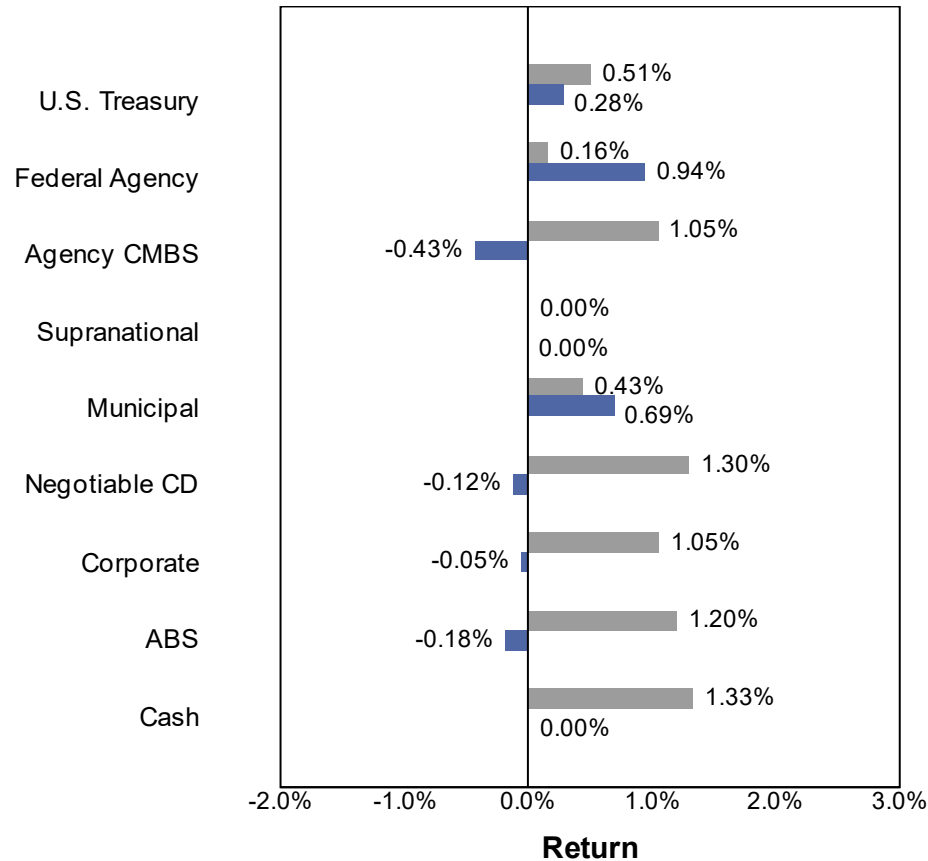
3. Returns for periods one year or less are presented on a periodic basis. Returns for periods greater than one year are presented on an annualized basis.

4. The portfolio's benchmark is currently the ICE BofA 1-5 Year U.S. Treasury Index. Prior to 3/31/19 it was the ICE BofA 1-3 Year U.S. Treasury Index. Source: Bloomberg.

Quarterly Sector Performance

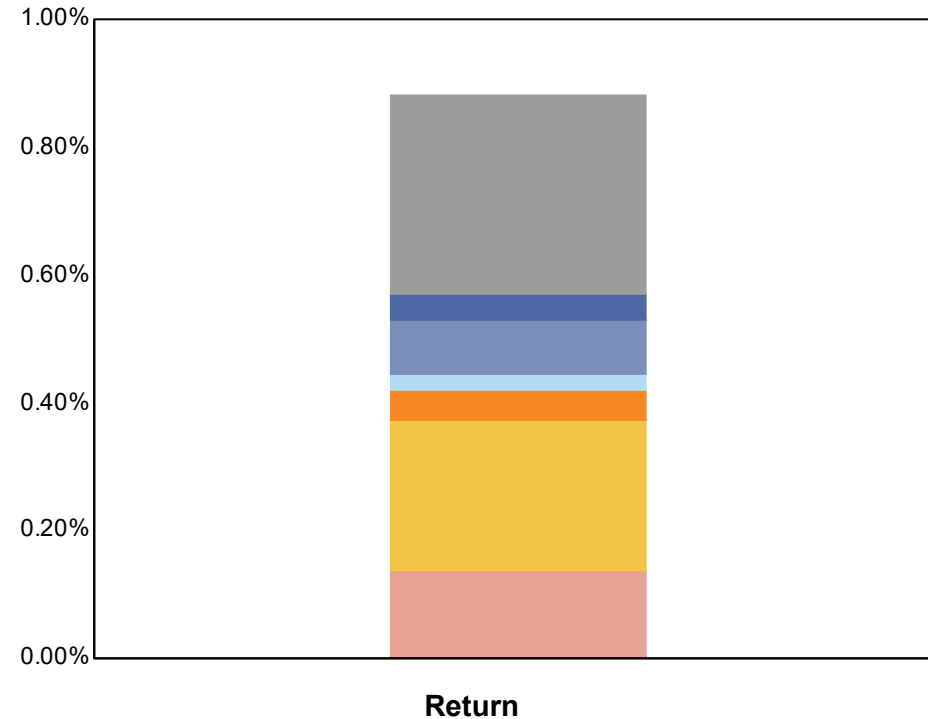
Total Return by Sector

Price Returns Income Returns



Contribution to Total Return

U.S. Treasury | 0.31% Negotiable CD | 0.05%
 Federal Agency | 0.04% Corporate | 0.24%
 Agency CMBS | 0.09% ABS | 0.14%
 Supranational | <0.01% Cash | <0.01%
 Municipal | 0.03%



1. Performance on trade-date basis, gross (i.e., before fees), in accordance with the CFA Institute's Global Investment Performance Standards (GIPS).
2. Income returns calculated as interest earned on investments during the period.
3. Price returns calculated as the change in market value of each security for the period.
4. Returns are presented on a periodic basis.

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RESOLUTION NO. 2024-42

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAKEWOOD AUTHORIZING THE DESTRUCTION OF CERTAIN PUBLIC RECORDS OF THE DEPARTMENT OF ADMINISTRATION MORE THAN TWO YEARS OLD

THE CITY COUNCIL OF THE CITY OF LAKEWOOD DOES HEREBY FIND, DETERMINE AND RESOLVE AS FOLLOWS:

SECTION 1. Pursuant to the recommendations of the City Clerk and approval of the City Attorney and Administration Department Head, the City Clerk is hereby authorized to destroy the following public records:

Report of Lobbyist Employer Dated Through December 2021

State Legislation Faxes and Correspondence; Service Request Correspondence
Dated Prior to June 30, 2022

SECTION 2. The City Council hereby finds and determines that the aforementioned public records are more than two years old and no longer required to be kept and maintained as public records.

SECTION 3. The City Clerk is directed to cause said record to be destroyed in accordance with the terms and provisions of Section 34090 of the Government Code of the State of California.

ADOPTED AND APPROVED THIS 13TH DAY OF AUGUST, 2024.

Mayor

ATTEST:

City Clerk

APPROVED BY DEPARTMENT HEAD

I, Paolo Beltran, do hereby certify that I am the duly appointed Deputy City Manager and that the aforementioned records of the City of Lakewood are more than two years of age, and the further maintenance of the same is no longer necessary or required. I recommend that said records be destroyed.

DATED this _____ day of _____, 2024.

Deputy City Manager

APPROVAL BY CITY ATTORNEY

I do hereby certify that I am the duly appointed City Attorney of the City of Lakewood and that the aforementioned records are not required to be kept by statute or law and may be destroyed if more than two years of age, provided destruction thereof has been approved by the Department Head and the City Council.

DATED this _____ day of _____, 2024.

City Attorney

RESOLUTION NO. 2024-43

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAKEWOOD AUTHORIZING THE DESTRUCTION OF CERTAIN PUBLIC RECORDS OF THE DEPARTMENT OF FINANCE AND ADMINISTRATIVE SERVICES MORE THAN TWO YEARS OLD

THE CITY COUNCIL OF THE CITY OF LAKEWOOD DOES HEREBY FIND, DETERMINE AND RESOLVE AS FOLLOWS:

SECTION 1. Pursuant to the recommendation of the City Clerk and approval of the City Attorney and Department Head, the Director of Administrative Services is hereby authorized to destroy the following public records:

	through June 30
1099 forms	2017
Administrative Citations	2017
Audit hearing or review	2021
Audit work papers	2021
Bank reconciliations	2017
Bank registers	2017
Bank statements	2017
Bingo license	2017
Building maintenance / leases	2017
Canceled checks	2017
Cash Disbursement Reports	2017
Checks	2017
Citations	2019
Closed Law suits / small claims	2022
Closed liens / collections / small claims	2017
Closed Subpoenas	2022
Closed Transmittals to the hearing officer/court	2022
Connection/disconnects/registers/service	2017
Contracts	2017
Daily cash receipts	2017
Damage to city property	2017
Deferred comp reports	2017
Dismissals	2019
DUI billings	2017

Federal & state tax	2017
General billing records	2017
General Ledger	2017
Grants - federal, state and other governmental	2017
Grants - non-governmental	2017
Inactive business licenses	2017
Invoices	2017
Meter reading report	2017
Notices of vehicles towed	2021
Parking control – data	2019
Payroll register	2017
PERS reports	2017
Purchase orders	2017
Salary records	2017
Secondhand dealer license (pawn broker)	2017
Solid waste collection/disposal reports	2017
Special event and other permits	2017
Stores / inventory documentation	2017
Superseded Bail Schedule	2018
Surplus property auction or other disposal	2019
Terminated contracts & agreements (no capital)	2017
Time cards	2017
TOT exemption certificates	2017
Utility billing - data and reports	2017
Utility customer records	2017
Utility rates	2017
Utility rebate report	2017
Utility service orders	2017
W2s	2017

SECTION 2. The City Council hereby finds and determines that the aforementioned public records are more than two years old and no longer required to be kept and maintained as a public record.

SECTION 3. The City Clerk is directed to cause said records to be destroyed in accordance with the terms and provisions of Section 34090 of the Government Code of the State of California.

ADOPTED AND APPROVED THIS 13TH DAY OF AUGUST, 2024.

Mayor

ATTEST:

City Clerk

APPROVED BY DEPARTMENT HEAD

I, Jose Gomez, do hereby certify that I am the duly appointed Department Director of the Finance and Administrative Services Department and that the aforementioned records of the City of Lakewood are more than two years of age, and the further maintenance of the same is no longer necessary or required. I recommend that said records be destroyed.

DATED this _____ day of _____, 2024.

Department Director

APPROVAL BY CITY ATTORNEY

I do hereby certify that I am the duly appointed City Attorney of the City of Lakewood and that the aforementioned records are not required to be kept by statute or law and may be destroyed if more than two years of age, provided destruction thereof has been approved by the Department Head and the City Council.

DATED this _____ day of _____, 2024.

City Attorney

RESOLUTION NO. 2024-44

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
LAKEWOOD AUTHORIZING THE DESTRUCTION OF
CERTAIN PUBLIC RECORDS OF THE DEPARTMENT OF CITY
CLERK MORE THAN TWO YEARS OLD

THE CITY COUNCIL OF THE CITY OF LAKEWOOD DOES HEREBY FIND, DETERMINE
AND RESOLVE AS FOLLOWS:

SECTION 1. Pursuant to the recommendation of the City Clerk and approval of the City Attorney and Department Head, the City Clerk is hereby authorized to destroy the following public records:

- Audio Recordings of Meetings of the City Council Dated Prior to June 30, 2022
- Claims for Damages Filed Against the City of Lakewood Closed Prior to June 30, 2019
- Litigation Files Closed Prior to June 30, 2019
- Statements of Economic Interest of City Officers and Employees
Filing Period Dated Prior to January 1, 2017
- Notices of Adjournment and Affidavits of Posting for Meetings of the City Council
Dated Prior to December 31, 2014
- Applicant Forms and Petitions for Street Closures Approved Prior to June 30, 2022
- Unsuccessful Bids for Public Works Projects Completed Prior to June 30, 2022
- Unsuccessful Bids for Purchasing Bids Awarded Prior to June 30, 2022
- Unsuccessful Bids for Requests for Proposals Submitted Prior to June 30, 2022
- Public Records Acts Requests Dated Prior to June 30, 2022
- Original Campaign Disclosure Forms of Unsuccessful Candidates for
City Council Elections Prior to June 30, 2014
- Delinquent Garbage, Waste and Refuse Collection Hearing Notices and Reports
Dated Through June 30, 2022
- Undeliverable Public Hearing Notices Dated Through June 30, 2021
- Parade Applications Approved Prior to June 30, 2011
- Subpoenas for Records Dated Prior to June 30, 2021

SECTION 2. The City Council hereby finds and determines that the aforementioned public records are more than two years old and no longer required to be kept and maintained as a public record.

SECTION 3. The City Clerk is directed to cause said records to be destroyed in accordance with the terms and provisions of Section 34090 of the Government Code of the State of California.

ADOPTED AND APPROVED THIS 13TH DAY OF AUGUST, 2024.

Mayor

ATTEST:

City Clerk

APPROVED BY CITY CLERK

I, Jo Mayberry, do hereby certify that I am the duly appointed City Clerk and that the aforementioned records of the City of Lakewood are more than two years of age, and the further maintenance of the same is no longer necessary or required. I recommend that said records be destroyed.

DATED this _____ day of _____, 2024.

City Clerk

APPROVAL BY CITY ATTORNEY

I do hereby certify that I am the duly appointed City Attorney of the City of Lakewood and that the aforementioned records are not required to be kept by statute or law and may be destroyed if more than two years of age, provided destruction thereof has been approved by the Department Head and the City Council.

DATED this _____ day of _____, 2024.

City Attorney

RESOLUTION NO. 2024-43

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAKEWOOD AUTHORIZING THE DESTRUCTION OF CERTAIN PUBLIC RECORDS OF THE DEPARTMENT OF FINANCE AND ADMINISTRATIVE SERVICES MORE THAN TWO YEARS OLD

THE CITY COUNCIL OF THE CITY OF LAKEWOOD DOES HEREBY FIND, DETERMINE AND RESOLVE AS FOLLOWS:

SECTION 1. Pursuant to the recommendation of the City Clerk and approval of the City Attorney and Department Head, the Director of Administrative Services is hereby authorized to destroy the following public records:

	through June 30
1099 forms	2017
Administrative Citations	2017
Audit hearing or review	2021
Audit work papers	2021
Bank reconciliations	2017
Bank registers	2017
Bank statements	2017
Bingo license	2017
Building maintenance / leases	2017
Canceled checks	2017
Cash Disbursement Reports	2017
Checks	2017
Citations	2019
Closed Law suits / small claims	2022
Closed liens / collections / small claims	2017
Closed Subpoenas	2022
Closed Transmittals to the hearing officer/court	2022
Connection/disconnects/registers/service	2017
Contracts	2017
Daily cash receipts	2017
Damage to city property	2017
Deferred comp reports	2017
Dismissals	2019
DUI billings	2017

Federal & state tax	2017
General billing records	2017
General Ledger	2017
Grants - federal, state and other governmental	2017
Grants - non-governmental	2017
Inactive business licenses	2017
Invoices	2017
Meter reading report	2017
Notices of vehicles towed	2021
Parking control – data	2019
Payroll register	2017
PERS reports	2017
Purchase orders	2017
Salary records	2017
Secondhand dealer license (pawn broker)	2017
Solid waste collection/disposal reports	2017
Special event and other permits	2017
Stores / inventory documentation	2017
Superceded Bail Schedule	2018
Surplus property auction or other disposal	2019
Terminated contracts & agreements (no capital)	2017
Time cards	2017
TOT exemption certificates	2017
Utility billing - data and reports	2017
Utility customer records	2017
Utility rates	2017
Utility rebate report	2017
Utility service orders	2017
W2s	2017

SECTION 2. The City Council hereby finds and determines that the aforementioned public records are more than two years old and no longer required to be kept and maintained as a public record.

SECTION 3. The City Clerk is directed to cause said records to be destroyed in accordance with the terms and provisions of Section 34090 of the Government Code of the State of California.

ADOPTED AND APPROVED THIS 13TH DAY OF AUGUST, 2024.

Mayor

ATTEST:

City Clerk

APPROVED BY DEPARTMENT HEAD

I, Jose Gomez, do hereby certify that I am the duly appointed Department Director of the Finance and Administrative Services Department and that the aforementioned records of the City of Lakewood are more than two years of age, and the further maintenance of the same is no longer necessary or required. I recommend that said records be destroyed.

DATED this _____ day of _____, 2024.

Department Director

APPROVAL BY CITY ATTORNEY

I do hereby certify that I am the duly appointed City Attorney of the City of Lakewood and that the aforementioned records are not required to be kept by statute or law and may be destroyed if more than two years of age, provided destruction thereof has been approved by the Department Head and the City Council.

DATED this _____ day of _____, 2024.

City Attorney

RESOLUTION NO. 2024-45

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAKEWOOD AUTHORIZING THE DESTRUCTION OF CERTAIN PUBLIC RECORDS OF THE DEPARTMENT OF COMMUNITY DEVELOPMENT MORE THAN TWO YEARS OLD

THE CITY COUNCIL OF THE CITY OF LAKEWOOD DOES HEREBY FIND, DETERMINE AND RESOLVE AS FOLLOWS:

SECTION 1. Pursuant to the recommendation of the City Clerk and approval of the City Attorney and the Department Head, the City Clerk is hereby authorized to destroy the following public records:

Closed Paid Back Loan Files Dated Prior to July 1, 2019

Closed/Cancelled Applications for Loans or Grants Dated Prior to July 1, 2019

Community Development Block Grant Program Files Closed Prior to July 1, 2019

Audio Recordings of Meetings of the Planning and Environment Commission
Dated Prior to July 1, 2022

SECTION 2. The City Council hereby finds and determines that the aforementioned public records have been retained more than three (3) years from the date the loan has been paid back and the file closed, and the same are no longer required to be kept and maintained as public records.

SECTION 3. The City Clerk is directed to cause said records to be destroyed in accordance with the terms and provisions of Section 34090 of the Government Code of the State of California and the Code of Federal Regulations, Title 24 Section 570.490 Housing and Urban Development record retention.

ADOPTED AND APPROVED THIS 13TH DAY OF AUGUST, 2024.

Mayor

ATTEST:

City Clerk

APPROVED BY DEPARTMENT HEAD

I, Abel Avalos, do hereby certify that I am the Director of the Community Development Department and that the aforementioned records of the City of Lakewood are more than two years of age, and the further maintenance of the same is no longer necessary or required. I recommend that said records be destroyed.

DATED this _____ day of _____, 2024.

Department Director

APPROVAL BY CITY ATTORNEY

I do hereby certify that I am the duly appointed City Attorney of the City of Lakewood and that the aforementioned records are not required to be kept by statute or law and may be destroyed if more than two years of age, provided destruction thereof has been approved by the Department Head and the City Council.

DATED this _____ day of _____, 2024.

City Attorney

RESOLUTION NO. 2024-46

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAKEWOOD AUTHORIZING THE DESTRUCTION OF CERTAIN PUBLIC RECORDS OF THE DEPARTMENT OF PERSONNEL MORE THAN TWO YEARS OLD

THE CITY COUNCIL OF THE CITY OF LAKEWOOD DOES HEREBY FIND, DETERMINE AND RESOLVE AS FOLLOWS:

SECTION 1. Pursuant to the recommendation of the City Clerk and approval of the City Attorney and Department Head, the City Clerk is hereby authorized to destroy the following public records:

Personnel Files of Terminated Seasonal & Part-time Employees Dated Prior to June 30, 2019

Eligibility and Hiring Lists for Positions Filled Prior to June 30, 2022

Overtime and Leave Request Forms* Dated Prior to July 1, 2017

*excepting injury/illness related forms

Industrial Accident Reports Dated Prior to 1991

SECTION 2. The City Council hereby finds and determines that the aforementioned public records are more than two years old and no longer required to be kept and maintained as a public record.

SECTION 3. The City Clerk is directed to cause said records to be destroyed in accordance with the terms and provisions of Section 34090 of the Government Code of the State of California.

ADOPTED AND APPROVED THIS 13TH DAY OF AUGUST, 2024.

Mayor

ATTEST:

City Clerk

APPROVED BY DEPARTMENT HEAD

I, Thaddeus McCormack, do hereby certify that I am the duly appointed City Manager and that the aforementioned records of the City of Lakewood are more than two years of age, and the further maintenance of the same is no longer necessary or required. I recommend that said records be destroyed.

DATED this _____ day of _____, 2024.

City Manager

APPROVAL BY CITY ATTORNEY

I do hereby certify that I am the duly appointed City Attorney of the City of Lakewood and that the aforementioned records are not required to be kept by statute or law and may be destroyed if more than two years of age, provided destruction thereof has been approved by the Department Head and the City Council.

DATED this _____ day of _____, 2024.

City Attorney

RESOLUTION NO. 2024-47

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
LAKEWOOD AUTHORIZING THE DESTRUCTION OF
CERTAIN PUBLIC RECORDS OF THE DEPARTMENT OF
PUBLIC SAFETY MORE THAN TWO YEARS OLD

THE CITY COUNCIL OF THE CITY OF LAKEWOOD DOES HEREBY FIND, DETERMINE
AND RESOLVE AS FOLLOWS:

SECTION 1. Pursuant to the recommendation of the City Clerk and approval of the City Attorney and Department Head, the City Clerk is hereby authorized to destroy the following public records:

Sheriff's Department Crime Summary Reports; Sky Knight Observer Summary Reports;
and General Correspondence Dated Prior to June 30, 2022

Sky Knight Flight Hours Reports, Monthly Reports for Participating Cities and Operating
Procedures Dated Prior to June 30, 2022

Los Angeles Regional Crime Information System (PARCIS) Grant Materials Audited Prior to
June 30, 2021

Live Scan Applications Dated Prior to July 2022

SECTION 2. The City Council hereby finds and determines that the aforementioned public records are more than two years old and no longer required to be kept and maintained as a public record.

SECTION 3. The City Clerk is directed to cause said records to be destroyed in accordance with the terms and provisions of Section 34090 of the Government Code of the State of California.

ADOPTED AND APPROVED THIS 13TH DAY OF AUGUST, 2024.

Mayor

Resolution No. 2024-47
Page 2

ATTEST:

City Clerk

APPROVED BY DEPARTMENT HEAD

I, Joshua Yordt, do hereby certify that I am the duly appointed Department Director of the Public Safety Department and that the aforementioned records of the City of Lakewood are more than two years of age, and the further maintenance of the same is no longer necessary or required. I recommend that said records be destroyed.

DATED this _____ day of _____, 2024.

Department Director

APPROVAL BY CITY ATTORNEY

I do hereby certify that I am the duly appointed City Attorney of the City of Lakewood and that the aforementioned records are not required to be kept by statute or law and may be destroyed if more than two years of age, provided destruction thereof has been approved by the Department Head and the City Council.

DATED this _____ day of _____, 2024.

City Attorney

RESOLUTION NO. 2024-48

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAKEWOOD AUTHORIZING THE DESTRUCTION OF CERTAIN PUBLIC RECORDS OF THE DEPARTMENT OF RECREATION AND COMMUNITY SERVICES MORE THAN TWO YEARS OLD

THE CITY COUNCIL OF THE CITY OF LAKEWOOD DOES HEREBY FIND, DETERMINE AND RESOLVE AS FOLLOWS:

SECTION 1. Pursuant to the recommendation of the City Clerk and approval of the City Attorney and Department Head, the City Clerk is hereby authorized to destroy the following public records:

Application and Agreement for Use of Recreation Facilities Dated Through December 31, 2021

Picnic Shelter Reservation Applications and Supplemental Questionnaires
Dated Through June 30, 2022

Facility Schedule Book (Red Book) Dated Through December 31, 2021

Application and Agreement for Use of Craft or Display Booth Dated Through June 30, 2022

CDBG Participant Audit Sheets Dated Through June 30, 2021

Accident Reports Occurring Prior to December 31, 2021
(adults and minors who have reached the age of 19)

Incident and Injury Reports (Special Occurrence Reports) Occurring Prior to December 31, 2021
(adults and minors who have reached the age of 19)

DASH Passenger Logs Dated Through June 30, 2022

Sports Officials Schedules Dated Through June 30, 2022

Contract Class Registrations Dated Through June 30, 2022
(adults and minors who have reached the age of 19)

Personal Service Agreements and Exhibits for Contract Class Instructors
Dated Through June 30, 2019

Permission Slips, Registrations and Rosters for All Parks and Community Centers
Dated Through June 30, 2022
(adults and minors who have reached the age of 19)

Volunteer Registrations, Rosters and Fingerprint Cards Dated Through June 30, 2022

Recreation and Community Services Commission Agenda Packets Dated Through June 30, 2022

Notices of Adjournment and Affidavits of Posting for Meetings of the Recreation and
Community Services Commission Dated Prior to December 31, 2014

Pool Rescue Reports Occurring Prior to June 30, 2022
(adults and minors who have reached the age of 19)

Opening/Closing Checklists Dated Through June 30, 2022

Closed Playground Safety Inspection Reports Dated Through June 30, 2022
(Related work orders, repairs, etc. must be closed)

CDBG Invoices and Stats Dated Through June 30, 2018

Project Shepherd Assistance Records Dated Through June 30, 2018

SECTION 2. The City Council hereby finds and determines that the aforementioned public records are more than two years old and no longer required to be kept and maintained as a public record.

SECTION 3. The City Clerk is directed to cause said records to be destroyed in accordance with the terms and provisions of Section 34090 of the Government Code of the State of California.

ADOPTED AND APPROVED THIS 13TH DAY OF AUGUST, 2024.

Mayor

ATTEST:

City Clerk

APPROVED BY DEPARTMENT HEAD

I, Valarie Frost, do hereby certify that I am the Department Director of the Recreation and Community Services Department and that the aforementioned records of the City of Lakewood are more than two years of age, and the further maintenance of the same is no longer necessary or required. I recommend that said records be destroyed.

DATED this _____ day of _____, 2024.

Department Director

APPROVAL BY CITY ATTORNEY

I do hereby certify that I am the duly appointed City Attorney of the City of Lakewood and that the aforementioned records are not required to be kept by statute or law and may be destroyed if more than two years of age, provided destruction thereof has been approved by the Department Head and the City Council.

DATED this _____ day of _____, 2024.

City Attorney

RESOLUTION NO. 2024-49

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAKEWOOD AUTHORIZING THE DESTRUCTION OF CERTAIN PUBLIC RECORDS OF THE DEPARTMENT OF WATER RESOURCES MORE THAN TWO YEARS OLD

THE CITY COUNCIL OF THE CITY OF LAKEWOOD DOES HEREBY FIND, DETERMINE AND RESOLVE AS FOLLOWS:

SECTION 1. Pursuant to the recommendations of the City Clerk and approval of the City Attorney and Water Resources Department Head, the City Clerk is hereby authorized to destroy the following public records:

Continuing Education Class Modules Quizzes and Attendance Rosters
Dated Through December 2019

Confined Space Entry Logs Dated Through June 30, 2022

Golden State Water Company Advice Letters Dated Through December 2020

Central Basin Water Association Financial Statements, Surveys, Proposals, General
Correspondence and Memoranda Dated Through December 2021

Underground Service Alerts
Dated January to December 2021

Service Orders and Standby Service Orders Dated Through June 30, 2022

General Correspondence Dated Through 2021

Bacteriological Water Sampling Laboratory Reports
Dated Through June 30, 2019

SECTION 2. The City Council hereby finds and determines that the aforementioned public records are more than two years old and no longer required to be kept and maintained as public records.

SECTION 3. The City Clerk is directed to cause said records to be destroyed in accordance with the terms and provisions of Section 34090 of the Government Code of the State of California.

ADOPTED AND APPROVED THIS 13TH DAY OF AUGUST, 2024.

Mayor

Resolution No. 2024-49

Page 2

ATTEST:

City Clerk

APPROVED BY DEPARTMENT HEAD

I, Derek Nguyen, do hereby certify that I am the Department Director of the Water Resources Department and that the aforementioned records of the City of Lakewood are more than two years of age, and the further maintenance of the same is no longer necessary or required. I recommend that said records be destroyed.

DATED this _____ day of _____, 2024.

Department Director

APPROVAL BY CITY ATTORNEY

I do hereby certify that I am the duly appointed City Attorney of the City of Lakewood and that the aforementioned records are not required to be kept by statute or law and may be destroyed if more than two years of age, provided destruction thereof has been approved by the Department Head and the City Council.

DATED this _____ day of _____, 2024.

City Attorney

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COUNCIL AGENDA

August 13, 2024

TO: The Honorable Mayor and City Council

SUBJECT: Community Safety Commission Recommendation – Disabled Person Parking

INTRODUCTION

The Community Safety Commission met on July 1 to consider various community safety matters that included the consideration of a request for a disabled person parking space at 11733 Centralia Street.


STATEMENT OF FACT

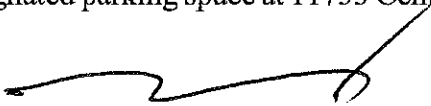
The Public Works Department received a request for a disabled person parking space at 11733 Centralia Street. The resident stated that her father-in-law is disabled and he does have a placard issued to him. His family members drive him and park on the street, since it is closer to the front door. There is no driveway, and the garage is in the alley, and it is a longer distance from the door. Staff observed the location, checked the placard number, and recommended installation of a space.

The Community Safety Commission, at their regular meeting on July 1, approved recommending installation.

RECOMMENDATION

The Community Safety Commission recommends that the City Council adopt the attached resolution authorizing installation of a disabled person designated parking space at 11733 Centralia Street.


Kelli Pickler
Director of Public Works


Thaddeus McCormack
City Manager

RESOLUTION NO. 2024-50

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
LAKEWOOD ESTABLISHING DISABLED PERSON
DESIGNATED PARKING ON THE NORTH SIDE OF
CENTRALIA STREET WITHIN THE CITY OF LAKEWOOD

THE CITY COUNCIL OF THE CITY OF LAKEWOOD DOES RESOLVE AS FOLLOWS:

SECTION 1. This Resolution is enacted pursuant to Section 21458 and 22507 of the Vehicle Code of the State of California, and Section 3250.2 of the Lakewood Municipal Code.

SECTION 2. Disabled person designated parking is hereby established on the north side of Centralia Street, beginning two hundred sixty five (265) feet west of the west curb line of Pioneer Boulevard, continuing west for a distance of twenty (20) feet within the City of Lakewood. No vehicle shall stop, stand or park in said parking restriction unless displaying a special identification license plate or placard issued by the Department of Motor Vehicles pursuant to Section 22511.55 of the California Vehicle Code.

SECTION 3. This resolution shall be effective as long as said restriction is painted and posted in accordance with the requirements of Vehicle Code Section 22511.7 of the California Vehicle Code. In addition, this resolution shall be in effect only as long as Mung Taing, physically disabled person, occupies the house at 11733 Centralia Street.

SECTION 4. This resolution has been adopted pursuant to a Community Safety Commission recommendation.

ADOPTED AND APPROVED this 13th day of August, 2024.

Mayor

ATTEST:

City Clerk

COUNCIL AGENDA

August 13, 2024

TO: The Honorable Mayor and City Council

SUBJECT: Community Safety Commission Recommendation – Disabled Person Parking

INTRODUCTION

The Community Safety Commission met on July 1 to consider various community safety matters that included the consideration of a request for a disabled person parking space at 4855 Levelside Avenue.


STATEMENT OF FACT

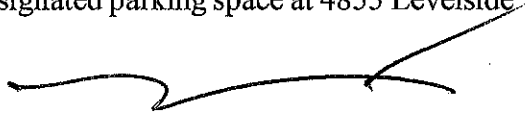
The Public Works Department received a request for a disabled person parking space at 4855 Levelside Avenue. The resident stated that he is disabled and he does drive. The house does not have a garage or a driveway, and street parking is limited most of the time. Staff observed the location, checked the placard number, and recommended installation of a space.

The Community Safety Commission, at their regular meeting on July 1, approved recommending installation.

RECOMMENDATION

The Community Safety Commission recommends that the City Council adopt the attached resolution authorizing installation of a disabled person designated parking space at 4855 Levelside Avenue.

Kelli Pickler 
Director of Public Works


Thaddeus McCormack
City Manager

RESOLUTION NO. 2024-51

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
LAKEWOOD ESTABLISHING DISABLED PERSON
DESIGNATED PARKING ON THE WEST SIDE OF
LEVELSIDE AVENUE WITHIN THE CITY OF LAKEWOOD

THE CITY COUNCIL OF THE CITY OF LAKEWOOD DOES RESOLVE AS FOLLOWS:

SECTION 1. This Resolution is enacted pursuant to Section 21458 and 22507 of the Vehicle Code of the State of California, and Section 3250.2 of the Lakewood Municipal Code.

SECTION 2. Disabled person designated parking is hereby established on the west side of Levelside Avenue, beginning fifty five (55) feet south of the south curb line of the Del Amo Boulevard service road, continuing south for a distance of twenty (20) feet within the City of Lakewood. No vehicle shall stop, stand or park in said parking restriction unless displaying a special identification license plate or placard issued by the Department of Motor Vehicles pursuant to Section 22511.55 of the California Vehicle Code.

SECTION 3. This resolution shall be effective as long as said restriction is painted and posted in accordance with the requirements of Vehicle Code Section 22511.7 of the California Vehicle Code. In addition, this resolution shall be in effect only as long as Luan Vo, physically disabled person, occupies the house at 4855 Levelside Avenue.

SECTION 4. This resolution has been adopted pursuant to a Community Safety Commission recommendation.

ADOPTED AND APPROVED this 13th day of August, 2024.

Mayor

ATTEST:

City Clerk

COUNCIL AGENDA

August 13, 2024

TO: The Honorable Mayor and City Council

SUBJECT: Community Safety Commission Recommendation – Removal of Disabled Person Parking

INTRODUCTION

The Community Safety Commission met on July 1 to consider various community safety matters that included the consideration of requests to remove the disabled person parking space at 2418 Denmead Street.


STATEMENT OF FACT

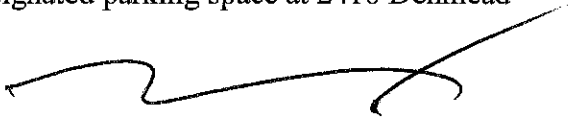
The Public Works Department received a request to remove disabled person parking space at 2418 Denmead Street. The original resident for whom the space was installed no longer lives at the location. Staff observed the location, confirmed that the original requestor no longer lives there, and recommended removal of the space.

The Community Safety Commission, at their regular meeting on July 1, approved recommending removal.

RECOMMENDATION

The Community Safety Commission recommends that the City Council adopt the attached resolution authorizing removal of the disabled person designated parking space at 2418 Denmead Street.

Kelli Pickler 
Director of Public Works


Thaddeus McCormack
City Manager

RESOLUTION NO. 2024-52

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAKEWOOD RESCINDING A RESOLUTION ESTABLISHING A PHYSICALLY HANDICAPPED PERSONS DESIGNATED PARKING SPACE WITHIN THE CITY OF LAKEWOOD

THE CITY COUNCIL OF THE CITY OF LAKEWOOD DOES RESOLVE AS FOLLOWS:

SECTION 1. Resolution No. 2013-55 entitled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAKEWOOD ESTABLISHING DISABLED PERSON DESIGNATED PARKING SPACE ON THE SOUTH SIDE OF DENMEAD STREET WITHIN THE CITY OF LAKEWOOD

is hereby rescinded.

SECTION 2. This resolution has been adopted pursuant to a Community Safety Commission recommendation.

ADOPTED AND APPROVED this 13th day of August, 2024.

Mayor

ATTEST:

City Clerk

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COUNCIL AGENDA

August 13, 2024

TO: The Honorable Mayor and City Council

SUBJECT: Proposal with Ardurra – Project Management Services - Corner Lot Park Design

INTRODUCTION

On June 25, 2024, City Council authorized a proposal from Dahlin Group for architectural/engineering design services for the Corner Lot Park Development project. Staff has now received a proposal from our on-call engineer, Ardurra, for project management support during design.

STATEMENT OF FACT

The consulting engineering firm of Ardurra has an agreement with the City of Lakewood to provide engineering consulting services. Staff requested a proposal for project management and design oversight support for the duration of the Corner Lot Development project design. The development of the long time vacant corner lot property at the City's Civic Center complex is a project of significant scale and importance. Staff is looking to utilize Ardurra's experience and lessons learned on ground-up development of similar larger-scale park projects to help guide the City through the Corner Lot development design phase. Ardurra will work closely with City staff to keep the project on track, and provide a valuable resource for handling the navigating the various hurdles that may arise during the project design. The fee for this scope of work is \$114,000. There are sufficient funds in the project account 10109922-58800-70003 for this work.


Project Funding

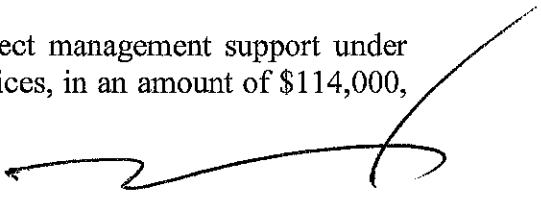
The City's adopted 7-year CIP plan has allocated a total project budget of \$5,984,985 for the Corner Lot Development. With the previous design award to Dahlin Group for \$924,909 and the proposed cost of \$114,000 for Ardurra to provide project management services during the design phase, the remaining available budget is \$4,946,076. To supplement these funds, staff has identified \$2,346,206 in available Measure "W" local funds currently allocated for "Measure W Local Projects" in the 7-year CIP that could be utilized to cover any costs associated with the proposed water-quality design components. These costs could include much of the earthwork, site grading and potential paving/hardscape construction scope.

RECOMMENDATION

It is the recommended that the City Council:

1. Authorize Ardurra's proposal to provide project management support under their existing Agreement for Engineering Services, in an amount of \$114,000, and authorize the Mayor to sign the proposal.

Kelli Pickler 
Director of Public Works


Thaddeus McCormack
City Manager



July 31, 2024

Kevin Yamakawa, Principal Civil Engineer
City of Lakewood
Department of Public Works
5050 Clark Avenue
Lakewood, CA 90712

**SUBJECT: PROPOSAL TO PROVIDE PROJECT MANAGEMENT STAFF SUPPORT SERVICES
FOR THE CORNER LOT PARK DEVELOPMENT PROJECT**

Dear Mr. Yamakawa,

Ardurra Group, Inc. (Ardurra) appreciates this opportunity to present our proposal to the City of Lakewood (City) for project management (PM) staff support services for the Corner Lot Park Development Project.

PROPOSED SERVICES

Ardurra proposes that Mark Lewis, PE, TE, continue providing the City with PM staff support services for the Corner Lot Park Development Project through the design phase. We believe that Mark has provided, to date, the City and Public Works Department with invaluable service through his vast array of experience and expertise and will continue to do so. Ardurra will assist the City with the delivery of this important civic project which is part of an aggressive capital improvement program schedule.

Mark brings 34 years of municipal engineering and management experience as he served for 20 years as a Director of Public Works/City Engineer and four and a half years of experience with Ardurra as Project Director/Municipal Services. In addition to his experience leading a full-service Public Works Department, Mark was the project director/manager for the development of a 23-acre addition to an existing 55-acre Sports Park in Mile Square Park in Fountain Valley. Mark worked with several consultants and construction management personnel, including Randy Meyer, who was the architect who developed many of the plans during the early development of the initial 55-acre park. With Randy's articulation of the City Council's vision for this Corner Lot Park, Mark will work closely with City staff to keep the project on track. Mark's expertise in finding solutions for creative approaches, potential time and cost savings measures, and lessons learned on developing larger-scale park projects from the ground up will be a very valuable resource for the City.

For budgetary purposes, the proposed as-needed time and materials fee is \$114,400 to provide the services described above, an average of (8) hours per week through June 2025, which is the proposed schedule for completion of the project's design, for 400 total hours at a billing rate of \$286 per hour. It is proposed that the terms for this engagement be pursuant to the Agreement for Engineering Services' renewal date of June 11th, 2024.



If you have any questions regarding this proposal, please contact Mark at (949) 677-0391 or mlewis@ardurra.com or me at lpenna@ardurra.com or (949) 428-1500, ext. 7102.

Respectfully submitted,
Ardunda Group, Inc.

Lisa M. Penna, PE, F.ASCE, QSD
Regional Director

Mark Lewis, PE, TE
Management Contact / Project Manager

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COUNCIL AGENDA

August 13, 2024

TO: The Honorable Mayor and City Council

SUBJECT: Council Chambers Improvements – Architect/Engineer (A/E) Design Services Agreement

INTRODUCTION

Staff has issued an RFP for architectural/engineering design services for improvements at the City Council Chambers. Staff has now received, reviewed and evaluated proposals, conducted interviews with the short-listed firms and negotiated pricing with the consensus top-ranked proposal team.

STATEMENT OF FACT

The City Council Chambers are dated and in need of improvements. City staff visited several council chambers, and met internally with the City production and AV department to develop the following scope of work for the architectural consultant, including but not limited to, the following tasks. The scope was reviewed with the CIP Committee on April 15, 2024.

1. Evaluation of and upgrade to ADA accessibility and restrooms.
2. Evaluation of best use of space including the dais and seating configuration for the audience, staff and City Council without a reduction in total seating.
3. Evaluation of audio-visual system and its control system.
4. Evaluation of computer monitors and its associated system on the dais.
5. Evaluation of lighting conditions suitable for broadcast as well as the ambient lighting system and controls.
6. Evaluation of security and access controls.
7. Design the replacement of cameras and the supporting AV system as needed, to include:
 - i. Installation of new cameras and associated AV systems
 - ii. Remote camera controller
 - iii. Multiple pan-tilt-zoom remote cameras
 - iv. Upgrade of video monitors
 - v. Upgrade of audio system

To select the Architect/Engineer (A/E) team to recommend to City Council for the award, City staff together with Ardurra, the City's on-call consulting team, developed a comprehensive, open, and competitive process. This included the development of a very robust and detailed Request for Proposal (RFP) that was issued to several qualified consultants as well as posted on the City's

website for any firm(s) to search, determine their interest and qualifications, and submit a proposal for consideration. In all, the City received ten (10) proposals from the following teams (listed in alphabetical order):

- 1 Asulon Architecture and Design
- 2 BFK Architecture and Planning
- 3 BOA Architecture
- 4 Dahlin Group
- 5 Environ Architecture
- 6 HGA
- 7 Jeffrey Miller Architecture & Design
- 8 KR Design Inc.
- 9 LCDG (La Canada Design Group)
- 10 SVA Architects

A non-mandatory pre-proposal site visit was conducted to allow the proposing consultants an opportunity to review the site and understand the project scope and potential project restrictions. During the RFP solicitation process, there was the opportunity for prospective proposers to submit questions. The City received several questions, and consistent with the notification contained in the RFP, provided responses to those questions.

Following receipt of the ten (10) proposals, a team consisting of four City staff members (City Manager, Thaddeus McCormack, Public Works Director Kelli Pickler, RCS Director Valarie Frost, and Project Manager Sam Chambers) and one Ardurra staff member (Ken Rosenfield) reviewed each proposal individually and separately from each other. The firms were evaluated based on the following criteria:

1. Demonstrated understanding of the requested scope of services and resource allocation matrix
2. Staffing qualifications and experience
3. Project Management, Quality Control and Schedule
4. Consultant Understanding of Local Conditions

Once completed with their individual reviews, the five (5) member review team met together to discuss the proposals and determine a short list of firms that would be asked to meet for an in-person interview. The firms that were invited to the interview process included the following (listed in alphabetical order):

- 1 Asulon Architecture and Design
- 2 BOA Architecture
- 3 HGA
- 4 Jeffrey Miller Architecture & Design

All firms were scheduled for a 35-minute time slot that provided for a 15-minute presentation followed by a 15-minute Q & A session concluded by a 5-minute wrap-up by the proposing team. Upon conclusion of the interview process, the review team determined that the firm with which to begin negotiations on the final scope and fee would be the team of BOA Architecture.

BOA Architecture has provided a comprehensive scope of work that addresses the requirements of the RFP while also providing some creative approaches to enhance the project for the City. They have completed several council chamber improvement projects and are well-qualified for the scope of work. Their technology sub-consultant, Triton Technologies, also has a wealth of experience to bring to the project. Together, the team has recently completed council chamber improvements for the Cities of Irvine, Laguna Niguel, and Costa Mesa. Their proposed schedule to complete all the required elements for the preliminary design, design development, and final design package that will be the center point for releasing bids to contractors for construction is estimated to 11-months upon issuance of the Notice-To-Proceed.

The RFP included a provision to expand the City's on-call architectural consultant list. Staff included a copy of our standard on-call consulting services agreement in the RFP and recommends approving an on-call Architectural Services agreement with BOA Architecture. This project would be issued as the first task under a new on-call agreement.


PROJECT FUNDING

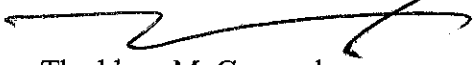
BOA's proposed fee is \$231,250. In the adopted CIP budget, this project has received \$1,200,000 in Measure L funding which was intended to fund audio-visual upgrades. Staff believes the total project cost, inclusive of soft costs, is likely to be closer to \$3,300,000 to complete all of the necessary improvements. Significant cost drivers in this project are the security and ADA improvements that are necessary for the council chambers. In particular, the existing layout of the council chambers does not easily accommodate ADA accessibility and the architect has suggested shifting the layout to be more functional and to prioritize the safety of the City Council. Staff recommends we proceed with the design of the project, and will return to Council after design to seek additional funding.

RECOMMENDATIONS

Staff recommends that the City Council:

- (1) Authorize the on-call Architectural Services agreement with BOA Architecture, in a form approved by the City Attorney;
- (2) Authorize the proposal from BOA Architecture for architectural/engineering design services for the Council Chambers Improvements in the amount of \$231,250.

Kelli Pickler 
Director of Public Works


Thaddeus McCormack
City Manager

**AGREEMENT
FOR
ARCHITECTURAL SERVICES**

THIS AGREEMENT, made and entered into on August 13, 2024, by and between the CITY OF LAKEWOOD, a municipal corporation, sometimes hereinafter referred to as "City," and Black O'Dowd and Associates Inc. DBA BOA Architecture, sometimes hereinafter referred to as "Architect."

WITNESSETH:

WHEREAS, the City desires to retain Architect for Architectural services in connection with the work hereafter described; and

WHEREAS, Architect has the -necessary skills and qualifications and licenses required by law to perform the Architectural services required under this Agreement in connection with said project; and

WHEREAS, the City Council at a regular meeting held on August 13, 2024, authorized the Mayor and the City Clerk to enter into this Agreement; and

NOW, THEREFORE, it is hereby agreed by and between the parties that:

1. DEFINITIONS. As used in this Agreement, the following definitions shall be applicable:

- A. Architect. Architect shall mean:
Black O'Dowd and Associates Inc. DBA BOA Architecture
1511 Cota Avenue
Long Beach, CA 90813
Phone: 562-912-7900
- B. City. City shall mean the City of Lakewood, a municipal corporation, 5050 Clark Avenue, Lakewood, California, 90712.
- C. City Council. City Council shall mean the City Council of the City of Lakewood.
- D. Contractor. Contractor shall mean that person or persons awarded any contract by the City to perform the work designed by the Architect.
- E. Services. Services shall mean the Architectural services to be performed by Architect pursuant to this Agreement.
- F. Work. Work shall mean the installation, construction and development of projects as assigned under "Architectural Support Services" for which the Architectural services are hereby authorized.

2. SCOPE OF SERVICES. Architect agrees to prepare and furnish the City, following written authorization to proceed from the City, those services as set forth in Architect's written proposals for specific projects as requested by the City.

Upon specific and separate authorization by the City, Architect agrees to prepare plans and specifications and/or provide construction management for City projects, with scope of work and fee based on project-specific written proposals. Budgeted projects where the fee is less than \$50,000 may be authorized by the City Manager. Budgeted projects where the fee exceeds \$50,000 will require written approval by the City Council.

As applicable to the project-specific written proposal, Architect agrees to consult with the Director of Public Works at such reasonable times and places as may be necessary to accomplish the foregoing. In performing said services Architect shall use, whenever possible, the standard specifications and forms, prepared and approved by the City for public works contracts. All drawings and specifications shall be adequate and sufficient for the City to solicit bids for the award of the contract for said work.

As applicable to the project-specific written proposal, upon approval of said drawings and specifications by the Director of Public Works, Architect shall furnish suitable reproducible plans, details, and special and technical specifications for the City to incorporate with its bid and contract documents for the purpose of advertising for bids to construct the work. Architect shall subsequently make any necessary corrections to each set of drawing and specifications as required by any addenda, and incorporate any changes which may be authorized during construction to develop the "as-built" drawings. Architect shall also prepare a list of qualified bidders and assist the City in the evaluation of the bids and the qualifications of the contractors being considered for award of contract.

As applicable to the project-specific written proposal, during the course of construction by the Contractor, Architect shall provide consultation and interpretation of the plans and specifications, and shall review and approve any use of alternate equipment or materials, subject to approval by the Director of Public Works. Architect shall review and approve detailed shop drawings accordingly.

As applicable to the project-specific written proposal, during the progress of the work, Architect shall make monthly estimates of the completed work and shall have the responsibility of certifying to progress payments on the construction contract. Architect agrees to use reasonable diligence to protect the City against any defects and deficiency in the work of the Contractor, but it is expressly understood Architect does not guarantee the performance of any contract by any contractor.

3. EXCLUSION FROM SCOPE OF SERVICES. It is agreed by and between the parties hereto that the services to be provided by Architect under this agreement do not include any exclusions listed in the project-specific proposal.

4. PAYMENT. For and in consideration of the Architectural services performed by Architect and when approved by the City, the City agrees to pay to Architect on a time and material basis, at a rate determined by the Schedule attached, for services actually rendered.

The aforementioned consideration shall be paid to Architect upon completion of each phase and submission of Architect's statement of time expended and the applicable rate to be charged to

the Director of Public Works. No payment shall be made until the aforementioned work has been certified by the Director of Public Works as having been completed in accordance with the applicable rate.

5. TIME FOR PERFORMANCE. It is understood and agreed by and between the parties hereto that time is of the essence. Architect agrees that he will diligently and reasonably pursue the performance of the services required by him by this Agreement consistent with Architect's Standard of Care.

6. TERMINATION. The City may terminate this Agreement at any time by giving the Architect at least fifteen days prior written notice. In the event of termination, the City shall pay the Architect the total value of the services of the Architect to the final date of termination, computed in accordance with the terms and provisions of this Agreement, provided, however, that the same does not in any case exceed the maximum amount hereinbefore set forth for payment of consideration. Except as herein provided, this Agreement shall continue until the successful completion of the work and the acceptance of said work by the City.

7. ASSIGNMENT AND SUBCONTRACTING. Notwithstanding any provision of this Agreement to the contrary, Architect shall not assign, subcontract or transfer any part or portion of this Agreement, or any responsibility hereunder, without the prior written consent of the City.

8. OWNERSHIP OF DOCUMENTS. Upon receipt of undisputed invoice fees for services provided, it is further agreed by and between the parties hereto that the City shall have full, complete and absolute title to all preliminary plans, drawings, reports, cost estimates, schematic drawings, and other Architectural drawings and specifications prepared by the Architect pursuant to this Agreement, regardless of the state of completion thereof. It is further agreed by and between the parties that the City may make full and complete use of said materials so prepared for the City as it desires, and within its own discretion without any liability of any kind whatsoever to the Architect other than payment of compensation as provided in this Agreement.

Originals of drawings, specifications, estimates, field notes and calculations prepared by the Architect shall be and remain the property of the Architect with the exception, however, that an electronic "CAD" copy, an electronic pdf copy, and mylar base copy of specifications and drawings shall be provided to the City, in which the City shall have full, complete and absolute title. The use by the City of the aforementioned documents, title to which is vested in the City pursuant to this paragraph, in any subsequent project in which Architect has not been retained, shall be at the sole risk and responsibility of the City, and Architect shall not be responsible to the City for any errors or omissions in respect to said materials.

9. INDEPENDENT CONTRACTOR. It is expressly understood and agreed that Architect has been retained as an independent contractor as distinguished from an employee or agent of the

City to perform the aforementioned services. Architect acknowledges the independent contractual relationship and releases the City from any liability or obligation to make deductions or withhold for the compensation of any officer, agent or employee thereof, in respect to unemployment, income tax, disability, social security, health, pension or retirement benefits. It is expressly understood that no officer, agent or employee of Architect shall have any City status or benefit, including health, retirement and workers' compensation benefits.

Architect shall cover all its officers and employees where required by law with workers' compensation insurance or benefits. Architect does hereby assume all risk to himself, his personnel, subcontractors and agents and employees thereof for personal injury or death, and all risk of property damage or loss to any property, wares, vehicles and materials from whatever sources and further releases the City, its officers and employees from any liability therefor.

10. LIABILITY AND INDEMNIFICATION. Architect agrees to assume liability, and defend and indemnify the City, the City Council, its officers and employees, and consultants from any loss, cost or expense caused by the negligent or wrongful act or omission of Architect, its agents and employees, or its subcontractors and the agents and employees thereof, for or on account of any injury or damage sustained because of or arising out of services performed by Architect herein, but only to the extent that liability is imposed on the City by reason of the malfeasance or nonfeasance of Architect.

During the term of this Agreement, Architect shall maintain in full force and effect, and deposit with the City, insurance or a Certificate of Insurance which shall evidence the fact that Architect has in full force and effect a comprehensive personal injury and property damage policy protecting Architect and the City from liability in amounts of not less than one million dollars (\$1,000,000) per occurrence. Said policy shall contain a provision that the same cannot be canceled without at least thirty (30) days notice to the City thereof and shall name the City as an additional insured.

Prior to commencing services under this Agreement, Architect shall deliver to the City satisfactory proof that Architect maintains Professional Liability Insurance with limits of not less than \$1,000,000 each occurrence/claim, and \$1,000,000 annual aggregate, which insurance shall remain in full force and effect throughout the term of this Agreement.

11. RESERVATION OF RIGHTS. Nothing in this Agreement shall be deemed to bind the City to any course of conduct other than its obligation hereunder to pay Architect for said services as rendered. It is understood that the City reserves the complete right within its discretion to reject all or any part of any design, plan, specification or recommendation made to it or submitted by said Architect, and in that regard the only responsibility of the City shall be to pay said Architect for services as rendered. It is further understood that acceptance herein by the City of any design, plan or specification of Architect shall be for the purpose of compensating Architect only, and shall not be binding on the City as to any further course of action. The City reserves the complete right to authorize the completion and construction of any phase of the work, or to deviate from said construction plan in any degree, or to discharge Architect in accordance with the terms and provisions of this Agreement.

12. NOTICE. Any notice required to be given hereunder shall be deemed to have been given by depositing said notice in the United States mail in an envelope bearing the proper amount of postage thereon, and addressed as follows:

To the CITY:

CITY CLERK
CITY OF LAKEWOOD
5050 N. CLARK AVE.
LAKEWOOD, CA 90712

To ARCHITECT:

EDWARD LOK NG
BLACK O'DOWD AND ASSOCIATES INC.
1511 COTA AVENUE
LONG BEACH, CA 90813

IN WITNESS WHEREOF the parties hereto have caused this Agreement to be executed the day and year first above written.

SERVICE PROVIDER

CITY OF LAKEWOOD

ARCHITECT

MAYOR

APPROVED AS TO FORM:

ATTEST:

CITY ATTORNEY

CITY CLERK

FIXED FEE PROPOSAL

City of Lakewood, Council Chamber and Restroom Remodel

date: June 19, 2024

for: City of Lakewood, Kelli Pickler, P.E.

Construction Cost: \$3,000,000

prepared by: BOA Architecture, Edward Lok Ng

	PERSON	HRS UNIT	HR RATE	COST	TOTAL
PRE-DESIGN					
kick-off meeting, verify scope, obtain as-built dwgs.	architect	6 hrs	150	900	
project mgt, confirm cost/work plan & prep field work	architect	10 hrs	150	1,500	
programing; interview users	architect	10 hrs	150	1,500	
site assessment, confirm as-built measurements&photos	sr. tech	16 hrs	100	1,600	
CADD - 3D modeling; convert hardcopies to CADD	sr. tech	30 hrs	100	3,000	
					8,500
ARCHITECTURE & INTERIOR DESIGN SCHEMATIC DESIGN					
floor plan options, interior design, refine selected plan	architect	30 hrs	150	4,500	
ADA compliance, CASp design	architect	10 hrs	150	1,500	
CADD - 3D modeling	sr. tech	50 hrs	100	5,000	
color renderings	sr. tech	30 hrs	100	3,000	
project management	architect	30 hrs	150	4,500	
meetings or coordination with Client	architect	20 hrs	150	3,000	
rough construction cost estimate with options	architect	20 hrs	150	3,000	
					24,500
SUB-CONSULTANTS and EXPENSES					
structural engineering				5,000	
mechanical engineering				10,000	
plumbing engineering				5,000	
electrical engineering				12,000	
acoustic engineer				6,000	
AV Technology Consultant, Design, Construction Support				82,000	
broadcast lighting designer				19,000	
Asbestos, Lead Paint, Mold Report				0	
				0	
					139,000
ARCHITECTURAL CONSTRUCTION DOCUMENTS					
CADD - 3D modeling	sr. tech	180 hrs	100	18,000	
project management and design refinement	architect	60 hrs	150	9,000	
meeting or coordination with Client	architect	30 hrs	150	4,500	
specifications in CSI format	architect	30 hrs	150	4,500	
construction cost estimate	architect	20 hrs	150	3,000	
quality control	architect	20 hrs	150	3,000	
client/bldg dept submittal & corrections to comments	sr. tech	30 hrs	100	3,000	
					45,000
ARCHITECTURAL CONSTRUCTION SUPPORT (limited to the amount of hours stated)					
Bidding Assistance, pre-bid meeting	architect	10 hrs	150	1,500	
pre-construction meeting	architect	5 hrs	150	750	
construction meeting(s)	architect	20 hrs	150	3,000	
Respond to RFI and technical assistance	architect	60 hrs	150	9,000	
					14,250
					TOTAL FEE: \$231,250

NOTES AND RESTRICTIONS

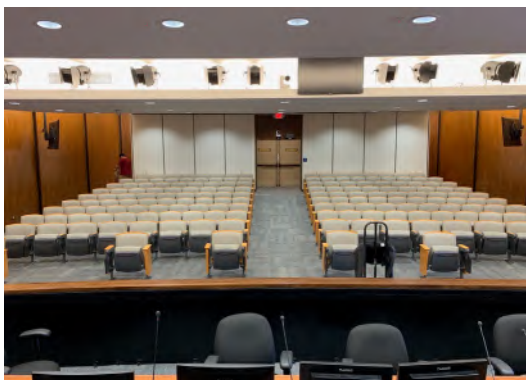
1. Construction support is limited to amount of hours stated above.
2. BOA will provide blueprints for submittals to Bldg & Safety Dept..
3. The Owner will provide accurate as-built dwgs. & locations of all utilities to extent possible.
4. Client to provide asbestos, lead, and mold report
5. Client will provide all printing for bidding to contractors as needed.
6. Client to provide land survey if as-needed
7. Client to provide slab moisture test



CITY OF LAKEWOOD

REQUEST FOR PROPOSALS: Professional Architectural and Engineering Services for the Remodel of the City Council Chambers at Lakewood, CA Civic Center

Projects Designed by BOA Architecture



City of Costa Mesa: City Council Chambers Interior and A.V. Remodel



City of Irvine: City Council Chambers Interior and A.V. Remodel



Hawaiian Garden Civic Center & City Council Chambers



Sa-Rang Kingdom Dream Center - Anaheim



Lomita City Council Chamber



Long Beach Traffic Management Center



BLACK O'DOWD AND ASSOCIATES, INC.
DBA BOA ARCHITECTURE
1511 COTA AVENUE
LONG BEACH, CA 90813
PH: 562-912-7900

POINT-OF-CONTACT:
EDWARD LOK NG, PRESIDENT
LOK.NG@BOAARCHITECTURE.COM

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City of Costa Mesa



City Council/ Chambers and AV & IT Technology
Improvements
City of Irvine



New Fire Station #71
Los Angeles County Fire Station - Malibu

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- B. Understanding of the Scope of Services
- C. Resource Allocation Matrix / Organization Chart
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- G. Appendices

COVER LETTER

SUBJECT: Professional Architectural and Engineering Services for the Remodel of the City Council Chambers at Lakewood, CA Civic Center

Dear Kelli Pickler, P.E.,

BOA Architecture, as the prime consultant, is pleased to submit our Design Team qualifications and Pricing Proposal for your **Request for Proposal for Professional Architectural and Engineering Services for the Remodel of the City Council Chambers at Lakewood, CA Civic Center**. We (BOA and our AV Sub-Consultant Triton Technology) have visited your facilities and thoroughly understand its functional and technology issues, and more importantly its design resolution. Please refer to our B. Understanding of the Scope of Services, for a sample work plan which depicts our thorough understanding of your project.

Having completed the design of more than two thousand (2000) municipal-type architectural design projects for over 80 different local governmental agencies, BOA is intimately aware of expediting municipal modernization projects. 95% of current and recent work is for public entities just as the City of Lakewood. Our industry niche is the renovation modernization projects that are in the \$50,000 to \$5,000,000 construction cost range. Our staff training and production systems are geared for the sometimes “messy” and complex renovation projects. Many of these projects were Civic Center improvement projects very similar to the requested services at your facility. Of specific interest to you the over 50 recent City Hall design projects the BOA has completed with its current in-house staff.

Facility modernization for municipalities is our firm’s expertise and our competitive advantage. We recently completed the facilities modernization design, for over 80 city owned facilities for the City of Long Beach (many of these projects have technology upgrades). We have recently completed the City Council Chambers renovation and technology upgrade for the Cities of Irvine, Costa Mesa and Laguna Niguel. Among other Council Chambers upgrade projects designed by BOA include Cities of Long Beach, Redlands, Hawthorne, Lomita, Laguna Woods, La Puente, and Hawaiian Gardens.

Overall, the proposed council chamber renovation project is needed and will prove to be a great asset to the community, especially those who will be using your facility and those that will receive the broadcast of the meetings. We feel BOA Architecture and our Design Team are highly qualified for this project. We believe our project team can best provide the requested services for the following reasons:

- We understand the City Hall and City Council Chamber functions, and their impact on attendees and your community.
- Our previous design experience in working with the cities and municipalities in Southern California, coupled with our existing knowledge of working on similar church projects of similar scope and construction cost, will be a definite asset.

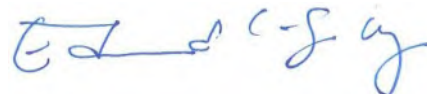
- We are also keenly aware of the Federal ADA Guidelines and State Code Requirements for compliance with Title 24 as they pertain specifically to your ADA Compliance of the dais and audience seating areas.
- We will make sure that your facilities meet your commitment to having “1st class” Council Chambers, aesthetics, patron safety, ease of maintenance useability, and meet your future needs.

BOA’s approach to your project has been developed and refined on more than 60 years of continuous architectural practice and other 50 completed City Hall renovation projects for various local Cities. Our goal is that the project will be “on time” and “on budget,” and that the constructed facilities and technology equipment and software exceed your expectations for function accessibility, ease of maintenance, and that the improvements will blend seamlessly and enhance your entire City Council Chambers and City Hall.

BOA and its consultant team’s understanding of resolving the architectural and technology issues for your city is derived from its vast experience of completing municipal modernization projects. Our goal as architects is not only to satisfy “code” requirements but to esthetically enhance your city facilities as well and do it in the most efficient way possible. We have in-house staff with an over-abundance of municipal and ADA Compliance project experience, an accurate public works cost estimating, and an in-house Quality Control program to ensure project thoroughness, and we have a very good AV technology Consultant, Triton Technologies, on our Design Team that teamed with us recently to successfully completed both the City of Irvine, Laguna Niguel, Costa Mesa, and Laguna Niguel City Council Chambers.

We hope that our team is a good fit for your project and that we get the opportunity to work with you,

BOA ARCHITECTURE



Edward Lok Ng, Architect/ LEED AP

A. STATEMENT OF QUALIFICATIONS

FIRM INFORMATION:

Year Established: 1961 (under the name Black O’dowd & Associates, DBA BOA Architecture)
Years In Business: 63 years of continuous operation
Current Number of Personnel: 8
Structure of Organization: S CORPORATION Stockholder: Edward Lok Ng
Current Annual Dollar Volume of Work: \$1,500,000 to \$2,000,000
Level of Liability Insurance: \$2,000,000 Professional Liability, \$2,000,000 General Liability
Federal Tax ID: 95-2632309

Address: 1511 Cota Avenue, Long Beach, CA 90813
Office Hours: Monday-Thursday 8:30am-6:30pm,
Friday 8:30am-12:30pm
Office Phone: (562) 912-7900
Website: boaarchitecture.com
Contact Person Email: lok.ng@boaarchitecture.com

KEY INDIVIDUALS

Edward Lok Ng will be the appointed project manager for your project. Mr. Ng is authorized to submit proposals, sign contracts, and negotiate design fees with you on behalf of BOA Architecture and can make quick and informed decisions to expedite your project. The Production Manager Team will be Kyle Ng, Interior Designer, and Quality Assurance/Quality Control and CASp expert will be Leonardo Arteaga. This same in-house team has designed 3 recent council chambers together for the cities of Irvine, Laguna Niguel, and Costa Mesa.

BOA is a firm that fosters an exceptional working atmosphere for its staff. As a result, high quality architectural design work is achieved for all of its clients. BOA’s employees are highly skilled long-term staff and are always encouraged to become better architects and better project managers with continuing education and advanced certification.

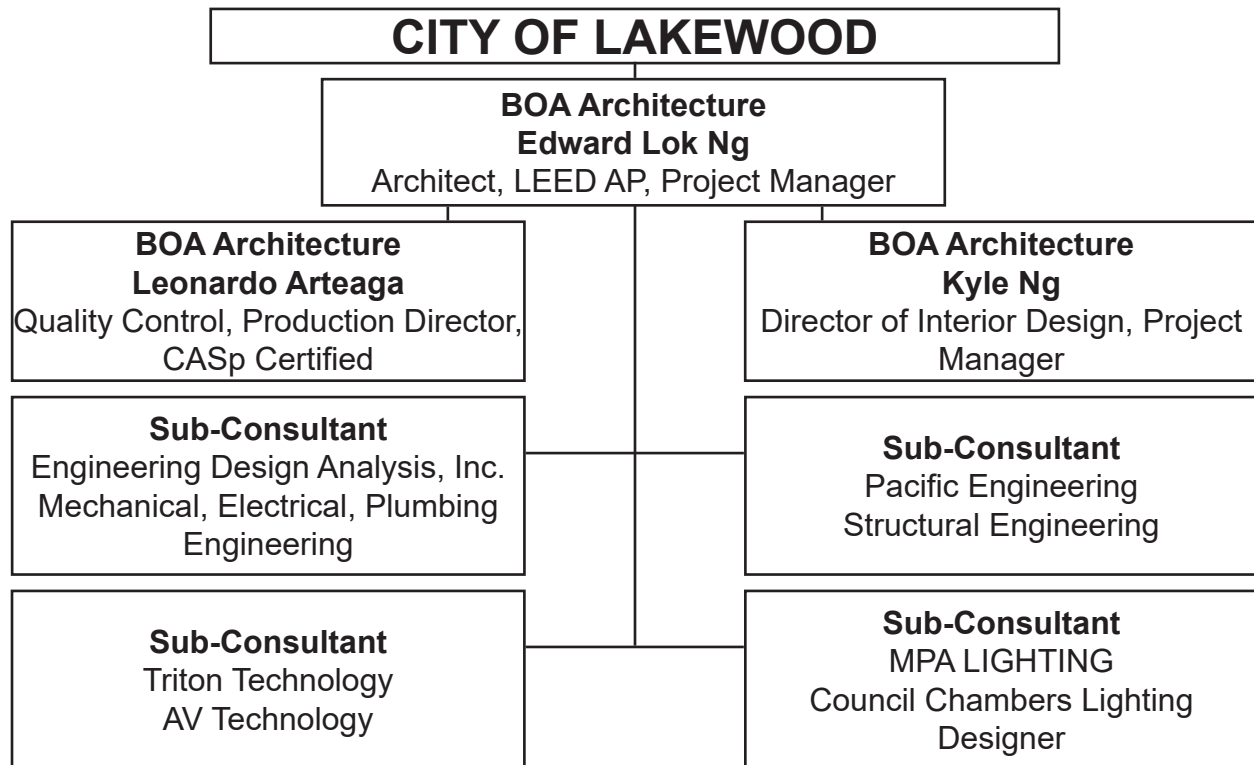
With our extensive experience past on public works projects with other local governments in the past 60 years, we feel BOA Architecture and it’s Design Team are most qualified for your contract. We believe our Design Team can best provide the **City of Lakewood** with your requested services.

In Section C, the pages show our organization list of how a your project will organized and the qualifications of our in-house personnel, and brief qualifications of our sub-consultants.

REFERENCES

PUBLIC AGENCY:	CONTACT:
City of Irvine	Alex Salazar, (City Council Chamber Project) Public Works OSF Director (949) 910 5483
City of Costa Mesa	Naz Mokarram, City Engineer (City Council Chamber Project) NAZ.MOKARRAM@costamesaca.gov (714) 754-5357
City of Pasadena (2018-Current) 100 North Garfield Ave, N306 Pasadena, CA 91101	Hayden Melbourne, Principal Engineer (numerous on-call architectural projects throughout the city) hmelbourn@cityofpasadena.net (626) 744-7345
City of Placentia (2018-Current) 401 E. Chapman Ave. Placentia, CA 92870	Luis Estevez, Acting Deputy City Administrator lestevez@placentia.org (714) 993-8120
City of Cypress (2018-Current) 5275 Orange Avenue Cypress, CA 90630	Nick Manjkarakiri, Assistant City Engineer (City Hall Renovation) (714) 229-6729
City of Irvine (2015-2018) and City of Newport Beach	Mark Carrol, former Irvine Public Works OSF Director mcarroll@dmceng.com (949) 294-0047

ORGANIZATION CHART



Please note that BOA Architecture, as the prime-consultant, will be responsible for all aspects of your project, including architecture and engineering. Our sub-consultants that are listed above are all State of California licensed professionals in their respective disciplines and have teamed with BOA on numerous Public Works Architecture Projects. Their full qualifications are available upon request.

Mechanical, Electrical, Plumbing Engineering: Engineering- Design-Analysis 10231 Slater Ave., Suite 203, Fountain Valley, CA 92708 Kevin Friedman, P.E. CA State License# 27267- holds a BSME from Purdue University. Mr. Friedman has over 30 years' experience in Public Works projects in facilities planning and design, interiors design, special building systems planning and design, laboratory design, controls, energy conservation, and computerized building modeling and simulation for commercial and public works projects.

Structural Engineer: Pacific Engineering, 17703 Crenshaw Blvd. Torrance, CA 90504 Contact Victor Chai-Prasert 310-612-3102. 17703 Crenshaw Blvd. Torrance, CA 90504; Victor Chaiprasert CA State License #C36235 - Mr. Chaiprasert is a registered structural engineer in the State of California with over 30 years of experience in steel, timber, masonry and reinforced concrete construction of all types of structures. BOA has worked with Pacific Engineering for over 20 years.

Structural Engineer: Triton Technology, See section A. Statement of Qualification, for their full qualifications

RESUMES



EDWARD LOK NG, ARCHITECT, LEED AP
President/ Sr. Project Manager and Designer

PROJECT RESPONSIBILITY

- Maintain Client communication, lead overall design effort in form and function, compile client and user group input and day-to-day contact with Client.

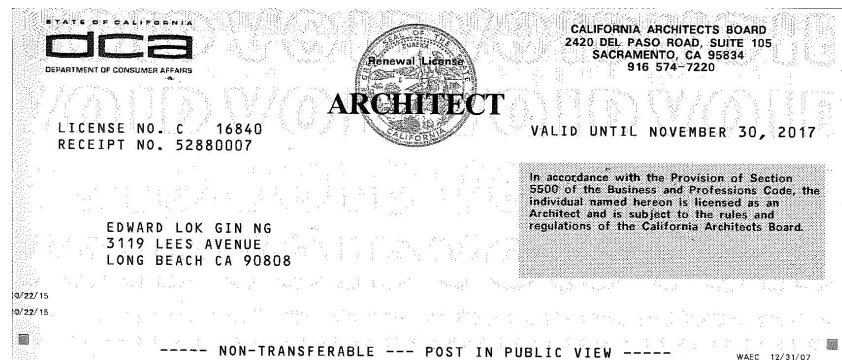
EDUCATION

- Bachelor of Architecture, University of Hawaii, 1981

PROFESSIONAL REGISTRATION

- Licensed Architect, C-16840, State of California, 1986
- LEED Accredited Professional 2009
- Completed Accessibility Surveyor Training for State Leased Buildings and Facilities, State of California, since 2003

EXPERIENCE: Edward Lok Ng has been a member of BOA since 1982. Principal and Director of Design, Mr. Ng has over 40 years of experience in all phases of the design process. He has personally designed and managed over 500 municipal facility projects for local cities. Most importantly, he has designed or managed 8 City Council renovation projects and over 20 City renovation projects for many local cities. He leads a talented team of designers and consultants to ensure that design solutions effectively meet the clients' and users' needs while adhering to client schedules and budget constraints. He has been the Project Manager and Designer for 12 projects for your office in the City of Irvine. Additionally, he has completed numerous other projects Parks and Recreation facilities, civic/public buildings, city hall, Fire Station facilities, and ADA retrofit/transition plan projects. This experience coupled with Mr. Ng's dedication and commitment to sustainability and design excellence has led to numerous honors and repeat clients for BOA. Finally, Mr. Ng has personally designed over 200 ADA Compliance projects for numerous public entities, including the Cities of Irvine, Huntington Beach, Tustin, Cypress, Anaheim, State of California, and many others. Mr. Ng is very familiar with expediting architecture projects with AV and IT technology. A certified plan review consultant to California's Division of the State Architect, Mr. Lok Ng has completed DSA-sponsored training as an Access Compliance Plan Reviewer and Accessibility Surveyor. As a member of the City of Long Beach Disabled Access Appeals Board since 1994 and the Design Review Board for the City of Downey since 1989, he has reviewed applications and appeals for a broad range of commercial and municipal design projects. He is also LEED, AP Certified and has design several LEED Certified projects, which will be a great asset for the sustainability and seamless transition between old work and new work in renovation projects.



RESUMES



LEONARDO ARTEAGA PROJECT MANAGER, CASP

PROJECT RESPONSIBILITY

- Apply and interpret technical requirements of the Americans with Disabilities Act and access provisions of the California Building Code.

EDUCATION

- Bachelor of Architecture, California State Polytechnic University at Pomona, 2002

PROFESSIONAL REGISTRATION

- California Certified Access Specialist, 2009 - CASp #55
- ICC-Certified Accessibility Inspector and Plan Examiner - #8088179

EXPERIENCE: Leonardo Arteaga is a Project Manager with expertise in applying and interpreting technical requirements of the Americans with Disabilities Act (ADA) and access provisions of the California Building Code (CBC). Mr. Arteaga is a California Certified Access Specialist. He graduated from California State Polytechnic University, Pomona, in 2002 with a Bachelor of Architecture degree and has been at BOA Architecture since 1997. In 2009, he successfully fulfilled the experience and testing requirements set forth by the Division of the State Architect (DSA) and became a California Certified Access Specialist. His experience ADA Compliance experience includes accessibility plan check services on behalf of the DSA-Los Angeles Basin Regional Office and the County of San Bernardino-Department of Risk Management, ADA Transition Plan and accessibility inspections, compiling inspection information into accurate and concise accessibility reports, cost feasibility reports, and code analysis roles covering all phases of barrier removal. His relevant experience and expertise includes all types of municipal facilities (City Halls, Theaters, Auditorium, Community Centers) for ADA Compliance for the Cities of Long Beach, Placentia, Irvine, Huntington Beach, and for the State of California DMV at Oxnard. Other experience include DSA-LA Basin Region Office – Consultant Access Compliance Plan Reviewer (2008-2011), County of San Bernardino, CA – Inspection, Review and Analysis, and ADA Title III Private Entity Accessibility Surveys – multiple facilities. Please note that Mr. Arteaga oversaw the production of 5 City council chamber renovation projects and 15 City Hall renovation projects.

RESUMES

KYLE NG

PROJECT MANAGER, DIRECTOR OF INTERIOR DESIGN



PROJECT RESPONSIBILITY

Equipped with a BFA in Interior Architecture (from CSU Long Beach) and Masters of Architecture (Cal Poly Pomona), Kyle is BOA's Director of Interior Design. Kyle offers valuable design insight and is in-charge of interior design directions, and is responsible for our extensive interior materials library and resources. He works to spearheads the production of interior design construction documents; drawings, specifications and 3-dimensional modeling. He also coordinates with Clients and our sub-consultants/engineers to resolves critical interior design issues.

EDUCATION

Masters of Architecture
Cal Poly Pomona University, 2017
BFA, Interior Architecture from CSU Long Beach
Licensure in Progress

YEARS OF EXPERIENCE

Employed by BOA since 2010

EXPERIENCE

Kyle has been a member of BOA since 2010, with over 15 years of architectural experience in all phases of a project, from conception, through construction, and project close-out. He has experience in both private commercial and especially public works interior renovation projects for numerous public clients; understanding the goals of the Client and that open communications are the keys to a successful project. He leads the interior design and production effort to ensure that design solutions effectively meet the clients' and users' needs and goals while adhering to client schedules and budget constraints. He is advance-proficient in both Computer Aided Design (CADD) and in BIM Revit 3D 2020. He has been the Project Manager for interior design projects for numerous public agencies; Cities of Irvine, Costa Mesa, Laguna Beach, Laguna Niguel, Pasadena, and for LA County ISD, and Orange County Fire Authority. Kyle's wide variety of interior Public Works design work experience includes:

- Root Vision Dental Office, interior renovation & exterior façade improvement
- Historic Long Beach Restaurant restoration and re-creation, 4251 Long Beach Blvd.
- OC Fire Authority, Fire Station #41 Air Operations interior addition-renovation
- City of Laguna Beach City Hall interior renovation, various locations
- City of Costa Mesa Finance Dept. interior renovation
- City of Laguna Niguel Senior Center interior renovation
- LA County ISD, interior & exterior renovation at 4 Social Services locations
- City of Pasadena Police Dept. renovation to 3 floors, and Interior Design for 3 fire stations
- City of Laguna Niguel Council Chamber renovation
- City of Costa Mesa Council Chamber renovation

IRVINE CITY COUNCIL CHAMBERS REMODEL & AUDIO-VISUAL TECHNOLOGY UPGRADE



EXISTING



DEMOLITION PHASE

Client: City of Irvine, Dept. of Public Works, contact: Alex Salazar, Public Works Sr. Project Manager 949-724-7408

Construction complete: November 2018 **Construction Cost:** \$2,600,000 **Architect**

Team: Edward Lok Ng, M.Andrade

Project Description: BOA Architecture provided architectural design to entirely modernize the City Council Chambers for workplace safety, ADA Compliance and a new Audio-Visual system with latest state-of-the-art technology. The architectural renovation included the replacement of the City Council Dais, City Clerk's desk, Director's desk, presenter's desk and both public address podiums. The Dais was re-organized in an oval shape to allow Council to speak directly with the Directors and public directly. The existing awkwardly placed access ramp was moved to behind a wall to give the Chambers symmetry while maintaining access for the disabled up to the Dais. Each Dais desk station has internet/intranet access, individual computer screens for voting and to view PowerPoint presentation and access staff reports. Other areas of renovation include new carpeting, new acoustic ceiling with new LED lighting, special broadcast lighting, and sound system. New acoustical wall diffusers help to mitigate echoing and reverberation. This project incorporated many security components and workplace safety features such as, bullet-resistant panels (under the desk counter) for Council members and staff, and 2 desk stations for public safety officers. The added protection will allow staff to "duck and cover" in case of danger. BOA worked intimately with our AV Technology and Information Technology consultant (Triton Technology) to create a hardware and software plan to provide utilities, locate new computer equipment, ambient and broadcast lighting, dedicated computer servers, state-of-the-art new "cube screens" video LED wall, and customized workstations for the City's broadcast staff.



COSTA MESA COUNCIL CHAMBER REMODEL, AUDIO-VISUAL TECHNOLOGY UPGRADE & CITY HALL ADA COMPLIANCE



EXISTING



COMPLETED

Client: City of Costa Mesa, Dept. of Public Works, Contact: Naz Mokarram, Sr. Engineer
714 754 5357 **Completed:** Dec.2019 **Construct Cost:** \$1,000,000

Team: Edward Lok Ng, L. Arteaga, Kyle Ng

Project Description: BOA Architecture provided architectural design to entirely modernize the City Council Chambers for workplace safety, ADA Compliance and a new Audio-Visual system with latest state-of-the-art technology for both the Councilmen, staff, and attendees. The architectural renovation included the renovation of the City Council Dais, City Clerk's desk, Director's desk, presenter's podium. The existing Dais was updated with new technology. Each Dais desk station has internet/intranet access, individual computer screens for voting and to view PowerPoint presentation and access staff reports. Other areas of renovation include new carpeting, resurfaced ceiling with new LED lighting, special broadcast lighting, sound system and new Council Chamber Seating. This project incorporated many security components and workplace safety features such as, bullet-resistant panels (under the desk counter) for Council members and staff, and 2 seat stations for public safety officers. The added protection will allow staff to "duck and cover" in case of danger. BOA worked intimately with our AV Technology and Information Technology consultant (Triton Technology) to create a hardware and software plan to provide utilities, locate new computer equipment, ambient and broadcast lighting, dedicated computer servers, updating the room's TV/Display system, and customized workstations for the City's broadcast staff. The same level of attention to the details was given to the renovation broadcast-computer and conference rooms located behind the dais. The greatest challenge for this project was the extremely compact schedule of 2 months for design, and 3 months construction. BOA coordinated closely with the City for the Building-Safety Dept. plan reviewer to perform plancheck in the preliminary design phases to resolve accessibility and outstanding issues before starting construction documents, making the formal plancheck and building permit approval easy and seamless. During the bidding process and construction phase, BOA gave this project the highest priority by answering and resolving RFI's within 1-2 days, and being on-call to meet with the construction team to expedite the construction process. The construction completed "on-time" to accommodate a very important citywide City Council Meeting. The City was proud to showcase its newly remodeled City Council Chambers with its State-of-the-Art architecture and AV Systems. Other parts of this project designed by BOA included the total renovation of the first floor City Hall restrooms, community conference rooms and with new accessible ramps and entry doors.

LAGUNA NIGUEL COUNCIL CHAMBER REMODEL AUDIO-VISUAL TECHNOLOGY UPGRADE

Client: City of Laguna Niguel, Dept. of Public Works,
Contact: Harrison Martin, Sr. Engineer (949 362-43-16)

Completed: July 2023 **Construct Cost:** \$700,000 **Team:** Edward Lok Ng, Kyle Ng

Project Description: BOA Architecture provided architectural design to modernize the City Council Chambers and provide a new Audio-Visual system with latest state-of-the-art technology for both the Councilmen, staff, and attendees. The architectural renovation included the renovation of the City Council Dais, City Clerk's desk, Director's desk, presenter's podium. The layout of the lower staff's desks was re-oriented to provide larger space in front of the dais for photos and better viewing lines to the presentation lectern. The existing Dais was updated with new technology, digital name plates and individual computers. Each Dais desk station has internet/intranet access, individual computer screens for voting and to view PowerPoint presentation and access staff reports. Other areas of renovation include new carpeting and resurfacing the existing dais. New architectural trims were added to resolve the integration of new technology into the existing dais. The new staff desks were redesigned to be like the existing dais.

This project incorporated many security components and workplace safety features such as bullet-resistant panels (under the desk counter) for Council members and staff. The added protection will allow staff to "duck and cover" in case of danger. BOA worked intimately with our AV Technology and Information Technology consultant (Triton Technology) to create a hardware and software plan to provide utilities, locate new computer equipment, new cameras, and customized workstations for the City's clerk. BOA coordinated closely with the City for the Building-Safety Dept. plan reviewer to perform plancheck in the preliminary design phases to resolve accessibility and outstanding issues before starting construction documents, making the formal plancheck and building permit approval easy and seamless. During the bidding process and construction phase, BOA gave this project the highest priority by answering and resolving RFI's within 1-2 days, and being on-call to meet with the construction team to expedite the construction process.



BEFORE CONSTRUCTION



PUNCH WALK AT END OF CONSTRUCTION





New fixed seating and new semi-ambulatory seats.



New automatic doors to main entry to City Hall



Added new access ramp to dais and relocated existing dais cabinetry/equip.

City of Lomita Council Chamber Remodel & ADA Compliance

Client: City of Lomita, CA **Construction Cost:** \$300,000 total construction **Architect Team:** Edward Lok Ng
Project: BOA was commissioned to design for ADA Compliance and modernization of the City Council Chambers, front door entry, and restroom retrofit for a project with a limited budget. BOA was asked to control construction cost with accurate "line item" cost estimates. Work in the Lomita City Hall included replacement of front entry doors with a new automatic sliding door for easy access to the Lobby, restroom renovation, door and door hardware replacement, and signage for better "wayfinding." Work in the City Council Chambers included relocation of existing dais to allow sufficient space for an ADA Compliant ramp up to the dais and for maneuver-ability space for staff and Council Members, retrofit existing fixed seating for the audience, new carpeting, new exit signs and emergency lighting, new semi-ambulatory fixed seating, and new wheelchair seating area. During the schematic design phase, BOA presented 4 design options in a "workshop" setting for the City Council and City Staff to make informed decisions. Construction was completed in one month to minimize Council agenda disruptions. BOA provided numerous cabinetry details to expedite dais retrofit of new and to preserve and move existing cabinetry to new location. Data cables and new AV technology equipment were added to modernize the function of the dais and Council Chambers, and for local broadcasting video recording.



Hawaiian Garden Civic Center & City Council Chambers

Client: City of Hawaiian Gardens, CA **Architect Team:** Edward Lok Ng, Jerry Sturm

Project Description: Designed in 1980 by BOA, the overall design criteria for this new civic center was to integrate a city hall building, containing city offices and council chambers, with a community center complex and a sports center complex. Adherence to a rigid five month design/bidding period allowed the City to qualify for an \$8,000,000 Federal Grant. The Administration building included a council chamber/auditorium, meeting rooms, City Administration's offices, private offices for various city staff, and City Clerk's offices. At the time of construction, the City Council Chambers had a state-of-the-art audio-visual equipment and a semi-circular dais, and an artistic wall mural that was economically made of drywall in a contemporary style. The building was designed to isolate freeway traffic noise from the building interior, as the new facilities are adjacent to the 605 Freeway in Southern California. By orienting all openings away from the adjacent freeway noise is buffered. Use of scoop shaped clerestories provided natural light into interior spaces. Since its opening, BOA has designed other improvements to the civic center; a new 7,000 sf Senior Center, new addition of 2,000 sf Administrative office. BOA is currently designing the modernization of the City Council Chambers and Dais with ADA ramp up to the dais, new staff desk integral with existing dais cabinetry, and remodel of restrooms. We are enlarging the broadcast room to allow for new AV technology equipment and for sound/video production. The new technology with automated council voting, staff presentations, public speakers, etc. All existing lighting will be replaced with new LED type. New cable trays & subfloor will provide needed electrical power and data lines to Council members and staff and public speakers. Construction expected in year 2022.

BOA Architecture



ILWU Dispatch Center main entry



Dispatchers workstation overlooking Dispatch Hall



Dispatch Hall with 14 large high definition 10'x7' rear-projection screens

ILWU (International Longshore & Warehouse Union) Local 13 Dispatch Hall

Client: Port of LA and PMA-ILWU, Daniel Caruthers: (310) 351-4280 Dec. 2014 completion LEED Gold Certification

Architectural Team: Edward Lok Ng, Miguel Andrade Project Description: This \$20,000,000 (construction cost with \$1,000,000 A/E fee), 35,000 sq. ft. Dispatch Hall/Auditorium project will provide a new admin. & dispatch center & meeting hall for the ILWU Local 13's 15,000 membership. The exterior and interior design will be compatible with the PMA's corporate image and "harbor and nautical" theme of the ILWU. This will be achieved by use of colors and shapes and textures common to the Ports of Long Beach and Los Angeles. The front of the building will look like an ocean going ship. Project scope also includes a 4000 occupant dispatch/meeting hall with a "state of the art", large screen computer display of Port job assignments and computer dispatching of Union Workers. The Dispatch Hall will have wall mounted folding bleachers, folding stage and loft seating to accommodate very large union meetings. Also included; dispatch offices, workrooms shower for cyclists, restrooms, and conference rooms. BOA assisted the ILWU with the Conditional Use Permit (CUP) process and expedited plancheck approval through both the City of Los Angeles. An extensive user audit was completed to ensure proper functional relationships of each Union service and the Dispatch Center the fastest dispatch of available union workers. Sustainable design features includes, combined natural ventilation with high-efficiency HVAC, recycled building materials, Roof-top mounted Photovoltaic renewable energy, and extremely low water usage. Site sustainability include, bio-filtration planters filters all roof and storm water, drought tolerant planting, and over 500 trees provide shade for the parking lot. Our innovative sustainable efforts will lead to a LEED Gold Certification. AV Technology was a big part of the design effort for this project. Acoustics and sound equipment selection for the main assembly hall were critical issues to the usability of the Dispatch Center. It was vital that the announcement of available daily jobs be very audibly clear to the thousands of dockworkers that will be in the Dispatch Center on a daily basis. We worked carefully with our Acoustic Engineer and AV Technology and IT Consultant, and ILWU dispatchers to produce proper indoor sound and amplified announcements at specified locations within the huge assembly space. 14 large high definition 10'x7' rear-projection screens display Port work assignments. This Dispatch Hall will be used for dispatching dockworker daily and for monthly union member meetings.

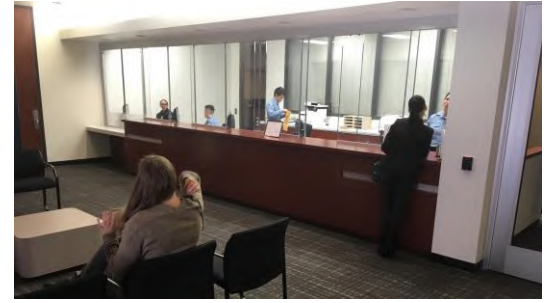




new lift and accessible stair retrofit
At Heritage Park Community Center



new roof structure over pump equip.
At Great Park Pump Station, 2018



new secured counter at Police Dept.
At City Hall, 2018

City of Irvine On-Call Architecture Services

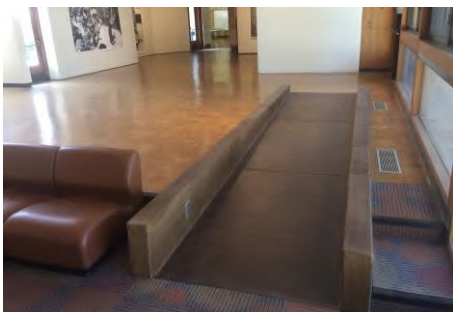
Client: City of Irvine, Public Works Dept., contact: Alex Salazar 949-724-7408 **Construction Cost:** to date \$5 million

Architect Team: Edward Lok Ng, Leo Arteaga, Kyle Ng

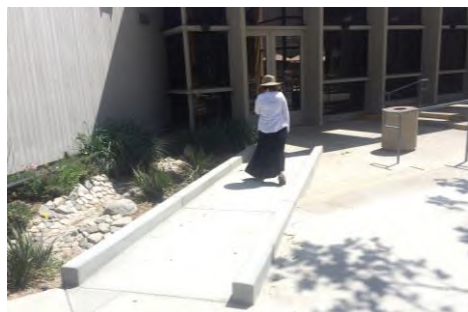
Project Description: In 2015, BOA was granted an On-Call Contract for Architecture Services for the City of Irvine, Public Works Dept. Since then, BOA designed 13 projects ranging in construction cost from \$40,000 to \$1,500,000 in construction cost. One project was a new roof structure with operable roof hatch, to change large filters, over existing water pump equipment for weather protection, Construction Cost: \$300,000. Another unique project was to provide workplace safety elements (fencing, new lighting, bullet-resistant fabric panels and glazing) at multiple locations at Irvine City Hall and at Operation Support Facility, Construction Cost: \$500,000. A project just completed was the ADA Compliance improvements and interior renovations for modernization and accessibility to 4 community centers at; Fine Arts Center, Heritage Park Community Center, Harvard Park Community Center, and Deerfield Park Community Center. Every effort was made to isolate construction areas and to minimize construction cost, and to be architecturally compatible with the existing architecture at each separate community center. The project Scope of Work at these 4 community centers included renovation work to create accessible restrooms, new indoor ramps and stair handrails, access lift, signage, new doors and door hardware drinking fountains. Site elements included concrete accessible ramps, stair handrails drinking fountains. Construction Cost: \$400,000. Another unique project (completed 2023) was to decrease the size of the City Hall computer room and convert the leftover space into 5 office workstations. This computer room holds all the computer servers for the City Hall including the Police Dept, and emergency operations. The old-obsolete halon fire suppression system was eliminated to make way for a new “clean agent” system that will protect the computer servers and occupants in a way that will not damage the equipment and will be environmentally safe. The Computer Room was retrofitted with a pre-action fire sprinkler system to allow the “clean agent” to activate before the sprinklers kick-on, in case of a fire. Thus, further protecting the valuable servers. The Fire Alarm panel was also retrofitted to accommodate the new room configuration and new fire suppression system.



New accessible restroom, Harvard Community Ctr



New indoor ramp to lower level seating



new outdoor ramp



new accessible restroom

At Fine Arts Community Center

RESUMES

TRITON TECHNOLOGY - KEY PERSONNEL

The executive in charge of this project with all overall project management and administration responsibilities is Kristen Tetherton. Allan Rojas will be responsible for all engineering design and coordination during the design and construction phases of this project.

The Key Personnel are:

- Kristen Tetherton, President
- Brian Rose, Vice President of Engineering
- Allan Rojas, Engineering Manager

Contact Information is as follows:

Kristen Tetherton

Email Kristen@TritonTechnologySolutions.com

Phone (949) 388-3919

Brian Rose

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Phone (760) 285-7759

Allan Rojas

Email Allan@TritonTechnologySolutions.com

Phone (646) 719-3759

Following are brief biographies of the Triton team which highlight their skills, experience, and quality certifications.

Kristen Tetherton is one of the original founders of Triton Technology Solutions, Inc. and is the President of the company. Kristen began her career in the television broadcast, production, and audio-visual industry in 1991 after graduating San Diego State University with a Bachelor of Arts degree in mathematics. Kristen fell into this industry and became successful through hard work, diligence, and an aptitude to understand. She learned the equipment, technology, operations, and workflows of the television broadcast, production, and audio-visual industry. She had the support of several strong mentors along the way.

Kristen's career in this industry has spanned 31 years. She previously worked for Ikegami Electronics, Shoreline Video, Burst Communications and TV Magic. For the past twenty-two years Kristen has been focused on Broadcast, Production and Audio-Visual Integration Projects for local government, corporate, networks, house of worship, colleges, and universities

In 2010 Kristen decided to form Triton Technology Solutions, Inc. with partners Gus Allmann and Pat Thompson. Pat Thompson left the company in 2015 to be a stay-at-home dad. Gus Allmann and Brian Rose are Kristen's current partners.

RESUMES

As the President of Triton, Kristen provides strategic leadership for the company and employees. She collaborates with her team to establish long-range goals, strategies, plans and policies. She continues to collaborate directly with clients through the sales process, project management, design, and implementation of the system. Kristen surrounds herself with an effective and competent team and continues to be part of the sale process, which she thoroughly enjoys.

Kristen thrives on interesting and challenging projects. One of her most challenging projects was the installation and mounting of a 4.5M satellite dish on the top of a six-story building in downtown Los Angeles. This was challenging not because of the technology but the coordination it took with many entities; City of Los Angeles departments (Police, Permit, Traffic Control), crane, contractors, building owner, and freight carrier. One of the most interesting projects was a feasibility study and subsequent implementation of a tapeless video recording system for JAXA (the Japanese space agency) that was installed on the International Space Station.

Kristen enjoys working in this industry and has continued to learn and grow throughout her career **BECAUSE TECHNOLOGY NEVER ENDS.**

Brian Rose is Triton's Vice President of Engineering and has been in broadcast operations and engineering for more than twenty years. He began his broadcasting career at a three-station radio group in Susanville, CA. Upon moving to Las Vegas, NV, he worked as a broadcast engineer and designated Chief Engineer for radio stations KNUU and KRLV.

Shortly after moving to Las Vegas, he was hired as MIS Manager for the Talk America Radio Networks and promoted to Director of Engineering. After Talk America was purchased by the IDT Corporation, Brian supervised moving the nationally syndicated network to Newark, NJ, including the transfer of programming and operations. In addition, Mr. Rose designed and managed the construction of a new digital studio complex. This state-of-the art facility was featured in multiple industry leading trade publications including Radio World and BE Radio.

While at IDT Corporation, Brian served as Vice President of Engineering & Operations for WMET in Washington DC (another network purchased by IDT). He supervised a 50-Kilowatt power upgrade at an AM transmitter site, designed and managed the construction of a new 8500 sq. ft digital studio complex containing two production rooms, a master control studio, talk studio, and a newsroom for the WMET network.

Brian relocated back to his home-state of California in the early 2000's, where he began working at TV Magic as a Project Engineer. He participated in various projects including worship center A/V and TV production, city council chambers A/V and TV production, community center A/V projects, and more.

RESUMES

He supervised the offsite and onsite work for HD upgrades at both the Saddleback Church in Lake Forest, CA and for Word of Life Christian Center in Las Vegas, NV. He served as Project Engineer for the David H. Koch Theater at Lincoln Center in New York City, designing, and supervising the installation of the broadcast center, in-house IPTV system and Media Asset Management systems.

Brian joined Triton Technology Solutions, Inc. in 2011 as a Project Engineer. Brian recently led the design teams on the City Council Chambers upgrades projects for the cities of Costa Mesa, Irvine, Santa Barbara, and Palm Springs, as well as new broadcast video and radio production facilities for Saddleback College. He oversees service work for all of Triton's service contracts providing continuity with these facilities and continues to be involved in expansions and changes at various facilities.

Certifications include: AVIXA CTS, Extron AV Associate, Biamp Be2, Crestron DMC-E-4K, Chief Certified Partner, Audinate DANTE II.

Additional training includes manufacturer training from Solid State Logic, AMX, Crestron, Evertz, Ross Video, Premier Mounts, and others.

Allan Rojas has been in the Broadcast Integration industry for 34 years and the Audiovisual Integration industry for 25 years. He has expertise in various fields, including AutoCAD design, systems fabrication and integration, control system programming, and DSP design and configuration. Allan is proficient with AMX and Crestron control systems and creating UI design and layout.

He holds both CTS and manufacturer certifications, such as Crestron's DM Designer. Allan has experience designing and deploying a wide range of projects, from Extron Media Link classrooms to multimillion-dollar building-wide conference room technology installations and renovations. He has excelled in roles including Systems Engineering, AV Consultation, and System Service and Troubleshooting.

Notable achievements include creating and managing a 117-page drawing set for a large corporate client, developing a Crestron-based application interface for a 3D Model/Video Wall showroom for a large real estate operation on the East Coast, integrating large multi-tile video walls for clients such as Footlocker, and managing a large engineering operation for Google's recent global conference room upgrade.

Allan is proficient in AutoCAD, Blender, Adobe Illustrator, Unreal Engine, Logic Pro X, and Final Cut Pro.

Allan was selected among a small number of students to attend Rosa Parks Fine Arts High School in Paterson, NJ. He earned an associate degree in Mechanical Design/Drafting from Plaza Technical School in Paramus, NJ. In his personal time, he enjoys music production, screenwriting, singing, physical fitness, sports, and traveling

REFERENCES

TRITON TECHNOLOGY - REFERENCES

The following references use similar systems that are being proposed for your project. Please feel free to contact any of the following references and if you would like any additional references please let me know.

CITY OF IRVINE

Tom Macduff, Media Services Coordinator
Phone: (949) 724-6216
Email: tmacduff@ci.irvine.ca.us

CITY OF COSTA MESA

Jeff Trujillo, Production Coordinator
Phone: (714) 754-5171
Email: Jeff.Trujillo@costamesaca.gov

CITY OF ESCONDIDO

Teres Collins, Deputy Director of Communications
Phone: (760) 839-4507
Email: tcollins@escondido.org

COUNTY OF SANTA BARBARA

Jacquelyne Alexander, Chief Deputy Clerk of the Board
Phone: (805) 568-2240
Email: jralexander@countyofsb.org

CITY OF SANTA BARBARA

Chris Bell, City TV Production Supervisor
Phone: (805) 564-5311
Email: CBell@SantaBarbaraCA.gov

CITY OF LAGUNA NIGUEL

Chris Cadenas, Production Operator
Phone: (949)813-2400
Email: chris@soctv.com

PROJECT DESCRIPTIONS AND PHOTOS

CITY OF IRVINE

The City of Irvine contracted Triton to design and oversee the replacement of the production, lighting, audiovisual, and voting systems in the Council Chamber, as well as their video production system, post-production and edit systems, and master control for their cable channel. We developed a design that integrated these systems,



enabling improved editing, archive workflows, and other enhancements. Collaborating closely with the City of Irvine and the architect, we redesigned the Council Chamber Dais, Witness Table, Clerk Desk, Director Desk, and multiple podiums, each with four available positions on the floor. Additionally, we partnered with others to design and specify a 270" curved 4K LED wall as the main display and implemented six public speaker kiosks connected to the voting systems.



CITY OF ESCONDIDO

Triton has successfully executed multiple projects for the City of Escondido. One notable project involved upgrading the rear projection and audio systems. This entailed installing a rear projection screen positioned behind and above the dais, along with a new sound reinforcement system. Triton provided specifications for the screen and speakers to Kelley Needham, the city's architect, who incorporated them into the architectural drawings. Triton then carried out the installation of the screen and speaker system. Other completed projects by Triton for the City of Escondido include upgrades to



their voting and request-to-speak system, audiovisual presentation system, and the transition of their production system to High Definition. Recently, Triton concluded a master control upgrade for the City of Escondido. This encompassed designing and integrating the city's Master Control System, which serves as the automation and playback system for the city's cable television channel.



PROJECT DESCRIPTIONS AND PHOTOS

CITY OF COSTA MESA

The City of Costa Mesa contracted Triton to design and oversee the replacement of the production, lighting, audiovisual, and voting systems in the Council Chamber, as well as the audiovisual systems for a conference room and a general-use Community Room. This project also included their video production system, post-production and editing systems, and master control for their cable channel. Triton provided an integrated



design that enabled easy one-button attendee meeting overflow to multiple spaces, production of meetings from multiple locations, improved editing and archive workflows, and other enhancements. Working closely with the City of Costa Mesa, we redesigned the Council Chamber staff area, made improvements to the dais, and enhanced meeting flow with multiple public speaking podiums and associated technology.



PROJECT DESCRIPTIONS AND PHOTOS

COUNTY OF SANTA BARBARA

Working with the County of Santa Barbara, Triton completed a comprehensive upgrade to three Hearing Rooms. This involved enhancing the functionality of these rooms and relocating production, master control, editing, and translation operations from the existing control room to a new space in the same building. Additionally, the project consolidated three existing control rooms into a dual control room in the basement to support the three Hearing Rooms.



Each Hearing Room is now equipped to conduct County Hearings independently of the broadcast system, with control rooms capable of capturing and recording meetings for later review or broadcast. Triton introduced a new Electronic Voting system into two of the Hearing Rooms which allowed them to act as a single voting body. These rooms also share video camera/control and AV presentation. To house all the new

equipment, the newly built basement Production Control Room now includes two independent production switchers shared with a common Digital Video routing system.

Triton also upgraded the COSBTV (County of Santa Barbara Television) system which now can broadcast to multiple cable stations around the county. Upgrades included multi-channel audio supporting English and Second Audio Program (SAP) for the broadcast chain, Closed Captioning (CC), and the replacement of the Master Control (MC) playout server with a Telvue system



One of Triton's highlights throughout the projects was designing and implementing the entire project in multiple phases to ensure the County maintained complete operational capacity.

B. UNDERSTANDING OF THE SCOPE OF SERVICES

BOA Architecture has read the scope of services and project description as detailed in the RFP documents and based on the pre-bid meeting and question and answers. Your existing council chamber space offers ADA Compliance challenges, but also offers incredible opportunities and potential for a dramatic public space that will be very visible. Our initial assessment of the existing conditions as well as our experience at the pre-bid walk gave us insight into several issues that should be resolved that would be an increased benefit to the City of Lakewood.

When we first entered the council chambers wing of the civic center, both the lobby and the council chambers were not as grand or inviting as they should be. The main entry was very confusing. Meeting attendees had to enter through multiple doorways and did not have a common area outside of the chamber to sign up to speak or pick up copies of the agenda. The security of the city staff and dais was non-existent, as the back of the dais was right next to the accessible entrance. There was a lack of separation and protection between the public and city staff. The raised audience seating also had accessibility challenges.

We propose that the ultimate design solution should be to reorient the direction of the council chamber and flip locations of the dais and audience. The audience area should be leveled (to be completely accessible) and replaced with a new raised dais and staff desk area. The shape of the dais would be rounded and face the audience, to project a collaborative attitude to the community. There will be a short access ramp from the audience level up to the raised dais. We also envision an area in front of the dais for photo-taking and public presentations. With the audience area repositioned to be directly adjacent to the existing lobby, the flow of attending a meeting is much more seamless with direct access to the main entrance. We propose to enlarge your lobby to give the entrance to the council chamber a grander and more welcoming feel with larger doors and more space. The existing seats could be retrofitted and reused and with the design of a new audience area. However, we think that a better option is to replace all the existing seats with ones that will be modern in style and more ergonomic to provide semi-ambulatory accessibility features. A folding “jump seat” for security officers could be provided to flank the council chamber for added in-person security.

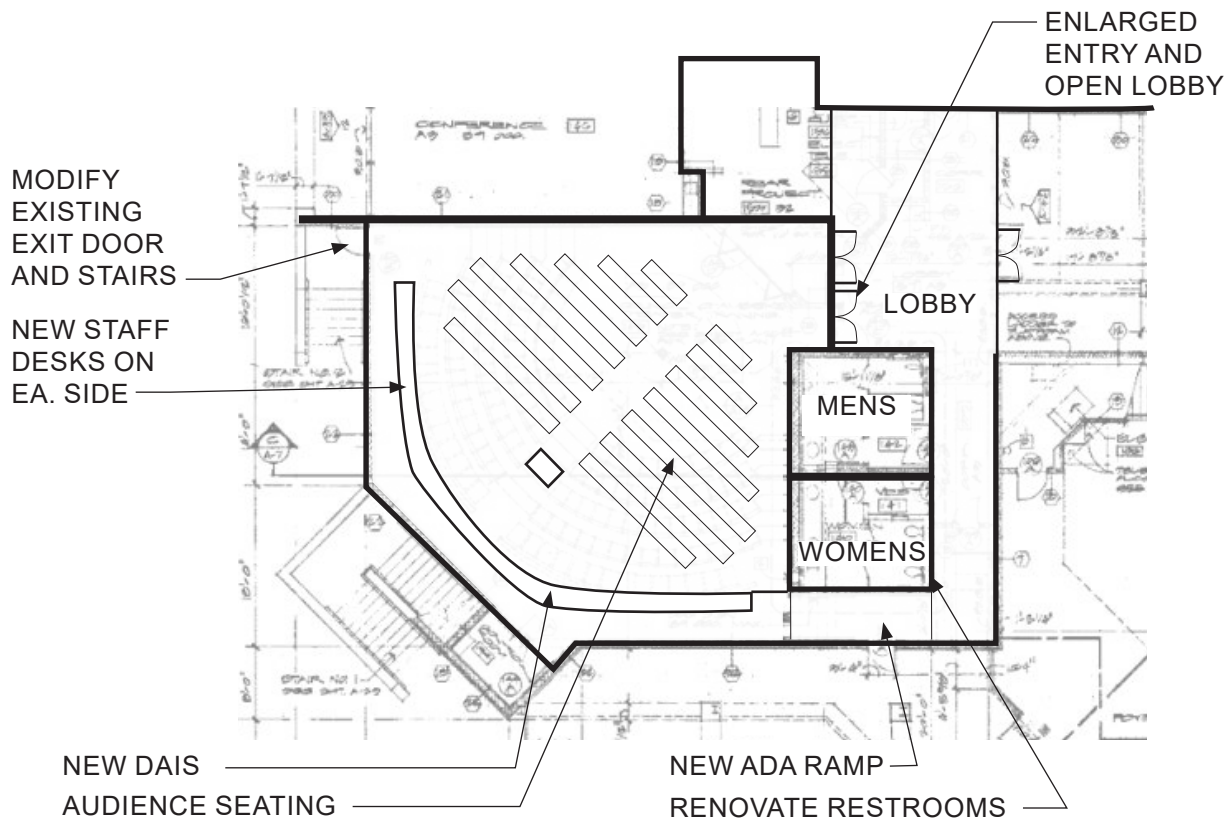
The new dais would be elevated and accessible with a ramp to provide audience visibility. In addition to new monitors, computers and microphones, the dais desk would have integrated ballistic paneling, unseen, but necessary for emergency scenarios. Large screens for the audience would be provided for viewing. The existing exterior stairs will not be needed and can be altered to be emergency exits for the council chamber and dais. The existing “show” lighting, audio system and controls, cameras and dais screens and mics will be evaluated and upgraded. The ceiling will be completely reimagined to reflect the dynamics of the City and shape of the new dais. With expertise in Council Chamber broadcasting and lighting, our lighting designer and acoustic engineer will create a seamless design that will enhance the broadcast and audience experience.

Adding these modern amenities and design motivations will help address the main issues with of the dais and council chamber: accessibility, safety and provide direct access to the council chambers from the lobby.

The restrooms would be evaluated and renovated to be ADA compliant with new and modern finishes, new fixtures and new L.E.D. lighting. The accessories and toilet partitions will need to be replaced and relocated to meet required accessibility code clearances.

We are confident that these proposed improvements would dramatically improve the functionality of the council chambers and hopefully increase the usability and functionality of the room as well. Should the design be modified to meet more restrictive construction costs, our team is flexible and nimble to tailor our design services to meet the desired technology upgrades and address issues regarding accessibility, security and most importantly, your budget. Note that BOA Architecture's fee proposal that we are submitting is tailored for a budget of \$3 million. However, upon your review of the various floor plan options that we will create, and you decide to proceed with a much lesser scope, we will reduce our fee accordingly.

PROPOSED COUNCIL CHAMBER LAYOUT



DETAILED UNDERSTANDING OF SCOPE OF SERVICES (BASED ON RFP)

1. BOA's Design Team will provide professional architectural and engineering services addressing architecture, mechanical, electrical and plumbing (MEP engineering, structural engineering, technology integration design, broadcast lighting design and acoustical engineering design.
2. We will evaluate for ADA accessibility and provide upgrades and modernization to the existing council chambers lobby restrooms.
3. We will evaluate the best use of space at the council chambers' dais and seating configuration for the audience, staff and City Council without a reduction in total seating. We will provide at least 3 floor plan options with ROM cost estimates for your review.
4. BOA and it's technology and audio visual team will evaluate the following systems and then create a integrated system that will be customized for your use. drawings and specifications will be provided for public bidding to contractors:
 - Council Chamber Audio Visual System (computer sources for Zoom, Teams or other meeting collaboration software.
 - Computers used for presentations like PowerPoint, Excell or other software programs
 - Wireless presentation sources for laptops, cell phones or tablets
 - Wired and wireless microphones used at the dais, staff desks and podiums
 - The chamber's production system
 - Displays for Video presentation, dais and staff desk displays, confidence monitor (if required)
 - Speaker System
 - Assistive Listening System
 - Broadcast cameras with Pan/tilt/zoom capabilities that will capture the council members, staff and speaker at the podium (including controllers, remotes, video monitors, audio system, wiring and support infrastructure, linkage to live broadcast system).
 - Sightlines between cameras and coincil positions including the height of monitors positioned on the dais
 - Determination of the number of fibers required for the transport of signals to and from the chamber systems and production system
 - Position and location of the Audio-Visual Operator
 - New ADA Accessibile Compliant Speaker Podium
5. BOA and it's lighting designer will evaluate conditions for broadcast and ambient lighting and provide design for lighting systems and controls
6. We will evaluate and design the Council Chambers' security and access controls
7. Provide design to improve acoustics, reconfigure the entire ceiling and replace acoustic cealign tiles, provide new carpeting and new paint.
8. We will provide design for the dais and staff desks to accomodate updated technology and power requirements.
9. Although we can rehabilitate the audience chairs, we recommend to replace the audience and City Council chairs

10. We will evaluate available record drawings and provide site visits to field check the validity of the record drawings and update our development “as-built” conditions drawings.
11. BOA Architecture will evaluate the current facility use and develop three alternative design options to enhance the facility functionality. This evaluation will review and present solutions for Americans with Disabilities Act (ADA) access to the council chamber, dais and adjacent restrooms. We will develop draft initial rough order of magnitude (ROM) construction cost estimates for each alternative.
12. The drawings for this project shall be prepared in a format as approved by the City of Lakewood and conform to the current Building Codes. BOA Architecture shall complete, to the City’s satisfaction, the Schematic Design Phase, the Design Development Phase, and the Construction Documents Phase. BOA Architecture and its Design Team shall prepare a complete drawing set of plans, notes, and details and specifications to construct the proposed improvements.
13. As part of our project fee, BOA has included Bid Support and Construction Support Services to timely review and respond to contractor Requests for Information (RFIs) and Submittals and shall perform site observations during construction to confirm the work meets the intent of the plans, as well as to attend construction progress meetings as requested.
14. We will also prepare detailed Specifications for the improvements to be incorporated into the City’s standard “boilerplate” Contract Documents. Specifications will be submitted as required to the City for review and comment at 90% complete plans and at 100% final plans.
15. BOA will prepare detailed probable construction cost estimates for the improvements at the conclusion of each phase: Schematic Design, Design Development and Construction final Documents.
16. BOA’s architectural drawing sheets will be stamped by our architect licensed by the State of California, as appropriate for the work. Consultant engineer drawings will also be stamped. All plans and calculations by others must be reviewed and approved by the Architect of Record for the project. Our design team will work to ensure that the final design contains a typical industry-standard level of detail commonly used in this area as required to procure and construct the proposed improvements.
17. The design team will provide project designs and supporting documents to the City for review and comment at completion of the Schematic Design Phase, Design Development Phase and Construction Documents Phase, independent of the required Building Department Plan Check and Permit issuance process.
18. BOA Architecture will provide project management of its architectural staff and consultants to expedite this project. Additionally, we will provide agency coordination and communication between City Staff and the design team to secure all needed approvals and clearances. The following pages document our project management approach for our office to successfully complete this proposed project:

MANAGEMENT APPROACH

BOA's management approach is based upon our extensive past experience in the preparation of comprehensive construction documents for Public Works modernization projects using an interdisciplinary Design Team. The Design Team comprises of specialists in the fields of AV technology, interior design, facilities repair, needs analysis, site accessibility, ADA Compliance, space planning, structural design, acoustic impact, and quality engineering lead by the Project Manager. Senior Project Managers of each sub-consultant firm will guide the project, develop its direction, and provide liaison with you. BOA will provide leadership and direction to the Design Team. The management approach incorporates 6 components used successfully on facility modification projects:

1. Project Management
2. Project Documentation
3. Consultant Coordination
4. Construction Administration
5. Quality Control
6. Work Plan

1. PROJECT MANAGEMENT

BOA, throughout an extensive history of municipal facilities modernization design, and facilities addition/renovation continued to develop and refine its management philosophy to better address its future projects. As Architect for your project, BOA will implement our most advanced management techniques in the undertaking of this project.

The goal of our management plan is to accomplish a well-designed project that exceeds client expectations, meets its budget, is deliverable on time, and meets all functional and technology needs and State and Federal accessibility code requirements. Our techniques of management encompass the ideals by which these goals are achieved. Our project management approach is characterized by the following considerations:

DESIGN/MANAGEMENT INTEGRATION

Successful projects require the fusion of the design disciplines with those of management. They must have common goals and an integrated process. This is best achieved by appointing leaders with mutual respect and extensive Public Works and modernization design experience on similar projects.

BOA will have Edward Lok Ng, Architect, as the Project Manager. An examination of Mr. Ng's qualifications reveals that he has designed and managed over 10 City Council Chamber renovation projects, over 50 City Hall renovation projects and over 200 ADA Compliance Municipal design projects. He is also recognized as an expert in the field of ADA compliance. It is the Project Manager's task to help establish the appropriate design vision and see it through its successful realization.

Client Participation

Client participation will be critical. Design goals cannot be realized without the thorough understanding of the client's needs. The early involvement of the client and the users will be continued throughout the design process. The Project Manager will ensure that the efforts of the team are always addressed to the specific client user group. The understanding and involvement of the client will extend to City appointed representatives, i.e., maintenance managers, safety/security officers, and City inspectors and engineers in a mutually productive partnership. The Design Team is intimately familiar with both Council Chamber renovation project and ADA Compliance projects. Team-work and close coordination among staff, consultants, and the Clients are essential to a successful project.

Timely participation and response of the Client is absolutely critical if the project is to be successful and "on time" and "on budget". The Design Team will be responsible for ensuring that a high degree of coordination occurs and that project milestones are met. The Design Teams biggest assets are its attention to construction details, thoroughness in drawing documentation and ease of constructibility. A major priority of the Design Team will be to establish a continuing dialogue with your staff, the City Building and Safety plan check, and representatives of interested parties so that our products reflect community goal, City policy, and conformance with your AV technology goals.

Specialist Expertise

If a project is to be designed to exceed conventional City/ County Standards, and to meet the function and technology needs of the future, the involvement of specialists, as either permanent members of the team such as our AV Systems Consultant, or intermittent advisors, such as our Lighting Designer/ Electrical Engineer, is essential. All our sub-consultants have extensive City Council Chambers modernization experience in their disciplines. The management of the design process encourages the participation of such specialists and plans for the appropriate timing of their contribution.

Continuity

The understanding of the project needs and the resultant design goals must be maintained throughout the project's duration. In construction phases, it is as necessary as in the design phases, to make certain that the original intent, of the client and designer are realized in the final built product. The key members of the team, under the leadership of the Project Manager will be responsible for the direction of the project throughout all phases to ensure continuity of design intent.

Methodology

BOA utilizes a sophisticated design process which invests a greater level of development than normal in the preliminary phases. This will result in a complete statement of design intent, scope of work, and identify all facilities addition/renovation design solutions prior to commencement of final documentation. This is achieved by a carefully structured work plan complemented by 100% utilization of CADD-BASED- 3-Dimension (3D) documentation. All documents are produced on 3D from initial concept to construction documents. We use the latest 3-dimensional modeling software to add clarity and readability to our drawings. The ability of 3D-BASED procedures to adapt and quickly incorporate the evolution of basic developments is fundamental to the efficiency of this process. We also use this same 3D software for all our 3D color renderings to present to you.

2. PROJECT DOCUMENTATION

Project Documentation is a result of systems set up in BOA's **Project Management Manual**. This guide on how to run a project effectively and efficiently, developed more than 60 years of architectural practice, is firm, but flexible; responsive to the specific dynamics of specific projects, but unyielding in its insistence on full documentation, responsiveness, and performance. Key elements include:

Project Checklist

This is initiated at the beginning of each project and services as a guide of all elements of the project to be completed, and as a central index for all project related material. It is continually updated and reviewed during regular project audits.

Product File and Technical Project Checklist

Initiated at the start of design, this checklist serves to record all considerations and decisions regarding building materials and methods to be used in construction. It also becomes a comprehensive guide for preparation of the Construction Documents.

3. CONSULTANT COORDINATION

The AV technology and engineering consultants will play a very critical and active role in all phases of the work. The Project Manager leads in coordinating the efforts of consultants with the help of:

- Frequent coordination of meetings.
- Consultant orientation packets which are distributed at project commencement and periodically through the project.
- Clearly defined scopes of work which define separation of responsibilities and eliminate grey areas.
- Milestone Outline, prepared specifically for each project which clearly defines consultant performance expectations for each phase.
- Project Schedule coordinated with a milestone outline, reviewed and signed off by all consultants.
- Drawing Status Log which is updated every two weeks which track's consultant's performance.
- CADD procedures involving background and overlay methodologies that insure up-to-date and coordinated design effort.

4. CONSTRUCTION ADMINISTRATION

BOA understands the importance of efficient construction administration. To ensure that the design and technical intent are conveyed to the contractor and that the project knowledge is available throughout this phase, the construction administration is led by the Project Manager. For the subject project, the project Manager, Edward Lok Ng will personally review shop drawings as well as attend job site meetings. A Senior Project Manager from each of our consultants (especially the AV technology consultant) will be assigned to assist the project Manager and ensure that the highest standard, procedures and methods of construction are employed.

BOA will assist in the development of a Construction Phasing Plan to ensure that on-going operations of your facilities will have minimum disruptions. We will assist you to create a temporary meeting room where your City Council meetings can occur during the duration of construction. BOA is well aware of the need for essential City services to remain operational during construction. We have had good results recently assisting the Cities of Costa Mesa, Laguna Niguel and Irvine, on renovation projects that require City facilities and City Council Meetings to remain open during construction. The primary reason for BOA's success is that on-going operation of the building was an important goal in the early Design Phases.

5. QUALITY CONTROL

Quality assurance begins with the commitment, experience and abilities of the team members. All of the firm's personnel contain many design specialists (specifications, modernization/ repair design, safety (bulletproof) enhancements, constructibility and ADA Code Requirements) versed in the complexities of the individual phases of the design process. The quality assurance program for the project will draw on these skills to assist the team in obtaining its goals for a design of vision that delivers the maximum functional and accessibility solution to the user that addresses the needs of the client and does so with the most efficient construction process. BOA has an established Quality Control program that is based on three mechanisms:

The Quality Control Manual

The Quality Control Manual documents, activities, tasks, and deliverables are to be achieved in each phase of work. Checklists are included and, at the completion of each phase, are signed off by the Project Manager. The manual also includes exemplary forecasts for meetings, programs, schedules and agendas.

Quality Control Review

Quality Control Reviews occur prior to review Submittals and at key points in the project schedule. During these reviews, the entire sets of documents are checked by an experienced, a architectural professional who has had major experience in the design of similar projects to ensure a “questioning character” in this process. Major emphasis is placed on Constructibility and on satisfying the ADA and operational technology requirements of the user and thoroughness of documentation. As a part of this project, BOA will commit Mr. Leo Arteaga, CASP./Quality Review Officer. Mr. Arteaga will be ideal for this role because of his extensive municipal and Public Works experience, and familiarity with processes and procedures of the City and County. Mr. Arteaga will review all deliverables at, 50%, and 95% completion. This involvement is formalized and part of the quality control manual procedures. We are committed to providing quality design services and trust that our past work with other local cities in Southern California is indicative of that commitment.

Project Standards

From our experience of more than 800 municipal modernization projects with numerous Cities in California, BOA has developed its own Project Standard that can be customized to the Client that enhances quality control of bid documents and the construction process. Project Standards include:

- a) Construction document detail drawings: With the input of past governmental clients, BOA has developed, refined, and field tested over 200 Standard ADA Compliance construction details. We have Standard, field tested, construction details for just about every field condition possible; accessible desk and work counters, accessible work stations, bulletproofing of City Council dais and staff areas, public accessible counters, access elevators and lifts, ADA signage, railings, entry doors, stairs, ramps, site work, parking lot, path of travel, etc.
- b) BOA has developed a standard Public Works equipment list e.g., fixed seating, types of new handrails, access lifts, plumbing fixtures, drinking fountains, ADA furniture, restroom accessories, audio-visual equipment, accessible stairs, ADA signage, etc., complete with manufacturer Model # and their acceptable approved equal. The Standard equipment list have been field tested and proven to be of high quality, durability, parts availability, and acceptable to the many past governmental municipal clients.
- c) BOA has developed a standard keynoting system with over 150 items that addresses virtually every public facilities field condition and many retrofit/repair conditions. These standard keynotes have been field tested and refined, and have proven to be clear and concise to construction contractors.

The Quality Control program has resulted in an outstanding bid record of projects being at or under budget, meeting the original project schedules and having a record of excellent construction success that reflects our document quality and understanding of the ADA compliance and public works construction process.

6. WORK PLAN

An integral part of our project management approach is our work plan. This is a written forecast of what BOA will do, step-by-step in each phase of the project. The client will be given an opportunity to review our work plan to input city goals and comments before start of design work.

PRE-DESIGN

Prior to any field assessment or design work, BOA and Triton Technology (AV Consultant) will meet with the City staff that will be involved in the project along with your maintenance staff. We will seek information on day and night time use, design parameters, scope of work, and review your broadcast functions.

We will also collect available data on safety hazards, programs, maintenance issues, access, paths of travel and information relevant to existing conditions of the existing facility. Perform field investigation for ADA Compliance and AV technology. We will also review all existing drawings, as-builts and project requirements, as well as obtain City Standards, goals for ongoing operations during the construction phase preferred materials and technology equipment. Evaluate existing building systems, conditions, programs, maintenance practices, appurtenances, etc. at the existing site.

Contract Negotiation and Approval

- Ascertain Owner's requirements
- Determine form of contract and review
- Review possible modification to clients standard contract form.
- Define architects' scope of work

Initial Meeting with Client

- Establish protocol and lines of communication
- Statements of Goals and Objectives
- Review schedule & establish significant milestone dates

Program Appraisal

- Review ADA Transition Plan
- Review functional and technology program
- Verify functional relationships
- Confirm area allowances
- Update program changes
- Interview user groups
- Assess space expansion needs

Site Appraisal

- Walk site and document observations
- Photograph each ADA Compliance deficiency
- Establish need for survey, as-built drawings, asbestos/hazardous materials report
- Establish location of temporary City Council meeting room during

construction period

Assessment Report

- Client to approve sample of assessment report
- Priority ranking
- Building Code mitigation
- Cost Estimate
- Photos of each item of work and ADA Compliance deficiency
- Describe recommendations/resolutions
- Floor plan of proposed design solution

Work Plan/Scope of Work

- Compile Client and User input
- Compile materials and equipment list
- Compile consultant input
- Compile on-site findings
- Develop project directory
- Establish quality control procedures
- Establish project numbers and accounts
- Review legal and agency requirements

Contract Negotiation and Approval

- Ascertain Owner's requirements
- Determine form of contract and review
- Review possible modification to clients standard contract form.

Client Meetings

- Establish frequency and pattern of attendance.
- Define architects' scope of work

SCHEMATIC DESIGN

Based on your scope of work and its conceptual proposed design solution, schematic layouts will be further developed and refined with 3-dimension modeling software. Input will be received from the Client and Consultant Design Team. Upon design refinements, consensus will be reached as to the preferred schematic layout. BOA would again, emphasize the importance of Client and User input in this phase of the project. The following is an outline of the Schematic Design Phase.

Issue Project Documents

- Program
- Budget & Cost Model
- Schedule
- Project Directory
- Protocol
- Work Plan

Initial Meeting with Consultant Team

- Review project documents
- Establish consultants' goals
- Establish CADD 3D format and files

Initial Meeting with Client

- Review Schematic Design Schedule
- Establish "Key" dates and participants
- Establish design goals
- Review scope of work

Concept Studies

- Schematic Design options for site plan, floor plan
- Options for elevation design
- Study connections/access
- Review construction methods
- Check concepts against cost plan
- Review options with client

Inter-Team Interviews

- Establish space planning goals
- Refine selected options

Phase Development & Documentation

- Establish building plans

- Proceed with internal and inter-team QC review
- Establish building sections and elevations
- Establish building systems
- Develop overall site design
- Address "special" issues, e.g., ADA code & design for broadcast, special equipment

Complete Phase Documentation

- Preliminary Quality Control (QC) review
- Coordinate all disciplines

Cost Analysis

- Review options with client

Preliminary Agency Review

- Obtain schedule commitment
- Review areas of concern

Quality Control Review

- Final review by Quality Control Officer
- Sign off by Project Manager

Formal Acceptance by Client

- Notice to proceed with Design Development

Value Engineering

- Review all options with client
- Issue agreed changes to all consultants

Client Meetings

- Scheduled as needed.

CONSTRUCTION DOCUMENTS

Once all proceeding phases of design have been approved by the Client and the project cost has been reconciled, BOA and its consultants will develop construction documents and specifications for implementation. All construction documents will be developed on CADD/3D software. The following is an outline of the Constructions Document Phase.

Review Design Development

- Reconcile budget vs. scope
- Incorporate value engineering changes
- Issue any new directives

Initial Team Meeting

- Review Construction Documents schedule
- Establish review dates and participants
- Confirm work plan
- Review consultant performance & coordination

Develop Work Plan

- Confirm critical path
- Review consultant issues and coordination
- Determine deliverables
- Cartoon all drawings
- Confirm construction contract type and procedures
- Research specific issues and materials
- Confirm CADD files and sequence
- Establish coordination procedures

Phases Documentation

- Check final drawing list against QC manual
- Review final drawing list
- Schedule final CADD/3D effort with CADD/3D coordinator
- Coordinate room/space criteria and equipment

Issue Backgrounds to Consultants

- Check all translations before

proceeding with consultant work

Cost Analysis

- Review options with Client
- Estimates at 50% and 90%

Agency Reviews

- 50% (if complex project, otherwise this submittal not required) and 90%
- Resolve any outstanding issues

Submit to Agency

- Schedule for plan check corrections

Quality Control Review

- Final review by Quality Control Officer
- Sign off by Project Manager

Final Coordination

- Check completeness of all discipline documents
- Consultant coordination
- Code compliance
- Check all equipment requirements

Value Engineering

- Review all options with Client
- Pick up changes on all documents

Client Review and Acceptance

- Scope and budget
- Value engineering items

Client Meetings

- Schedule as needed

Constructibility Review

- Constructibility Review at the site at 90%.

BIDDING-ASSISTANCE

BOA will assist in administering the bid process, including attendance at a pre-bid meeting, reviewing of bids and proposals received and preparing addendums. The following is an outline of the Bidding Phase.

Pre-Bid Conference

- Present goals and objectives of project
- Review schedule
- Review procedures
- Call attention to special conditions
- Document all questions

Bidding Assistance

- Agree and issue addenda
- Agree on bid alternates with client
- Assist client in reviewing bids
- Provide clarifications to bidders

CONSTRUCTION ADMINISTRATION

BOA will assist the City in construction administration including regularly reviewing the progress of the contractor (construction observation and review of RFI's and Submittals, preparing drawings, and recommending final acceptance of the project. The following is an outline of the Construction Phase.

Preconstruction Meeting

- Establish protocol
- Review procedure
- Review general contractor schedule
- Assist in testing and inspection appointment
- Establish submittal schedule and procedures
- Establish observation procedures for ADA Compliance
- Schedule meetings and site visits
- Confirm procedures regarding field orders, clarifications, instruction bulletins, change directions, and change orders.
- Prepare sketches and cost for change order
- Substitutions
- Legal procedures
- Bonds, insurance, etc.
- Drawing updates, record documents

- Payment requests and certification
- Construction schedule and update
- Quality and standards
- Delays and defects
- Agency procedures
- Samples

Site Meetings

- Agenda and minutes
- Action list
- Bi-Weekly meeting scheduled

Punch List

- Preliminary and ongoing for ADA Compliance and AV technology
- Final

Beneficial Occupancy

Final Completion and Inspection Manuals, Warranties and Record Drawings Maintenance and Operational Instructions

Proposed Time Schedule for Design Council Chambers, City Hall Improvements

for: City of Lakewood
date: June 19, 2024

by: Edward Lok Ng, Architect. BOA Architecture
construction cost: TBD

	Aug-24	Sep-24	Oct-24	Nov-24	Dec-24	Jan-25	Feb-25	Mar-25	Apr-25	May-25	Jun-25	Jul-25	Aug-25	Sep-25	Oct-25	Nov-25	Dec-25			
PRE-DESIGN																				
NTP, verify existing conditions, meet w/ Users	█	NTP Aug. 5, 2022																		
programming, testing/scanning	█																			
SCHEMATIC DESIGN (3-MONTH)																				
submit 50% schematic design fir plan options		█	█	█	Date Due: end of Sept. 2024															
Client Review			█																	
submit 100% schematic design; refine floor plans				█	█	Date Due mid Nov. 2024														
Client Review				█																
CONSTRUCTION DOCUMENTS																				
submit 50% construction documents to Client					█	█	█	█	Due Date: end of Jan. 2025											
Client Review							█													
submit 90% construction documents to Client, and to Building-Safety Dept.								█	█	█	Due Date: end of April 2025									
Client & Building-Safety Dept. Review									█											
submit 100% construction documents to Client & Building-Safety Dept.										█	█	█	Due Date: end of May. 2025							
accept 100% Construction documents											█									
BID ADVERTISEMENT																				
advertise and award												█	█	█	█					
CONSTRUCTION																				
																				construction begin Oct. 2025

C. RESOURCE ALLOCATION MATRIX

CONSULTANT STAFF	Allowcation of Hours (% Per Phase)				TOTAL HRS
	Pre- Design	Schem. Design	Constr. Docs.	Constr. Admin.	
Architect	46	110	160	95	411
Senior Tech	46	80	210	0	336
				TOTAL	747
SUB CONSULTANT STAFF					
Structural Engineer	0	5	5	4	14
Structural Engineer Tech	0	7	10	2	19
				TOTAL	33
Mechanical Engineer	0	10	10	8	28
Mechanical Engineer Tech	0	14	20	4	38
				TOTAL	66
Electrical Engineer	0	12	12	10	34
Electrical Engineer Tech	0	18	22	6	46
				TOTAL	80
Plumbing Engineer	0	5	5	4	14
Plumbing Engineer Tech	0	7	10	2	19
				TOTAL	33
AV Technology Design Engineer	0	219	107	49	375
AV Technology Project Engineer	0	21	7	8	36
AV Technology Administrator	0	20	15	0	35
				TOTAL	446
Lighting Designer	0	86	35	8	129
Acoustics Engineer	0	16	18	6	40

D. CONTACT EXCEPTIONS

BOA has no exceptions, additions, and/or deletions to the City Contract. By submitting this proposal, BOA Architecture understands and will comply with the provisions and requirements of the RFP and any addenda.

E. FEE SCHEDULE & RATE SHEET

Please find the Section E. Fee Schedule and Rate Sheet, submitted separately for your review and approval.

F. CONSULTANT EXPENSES

There will be no expenses by BOA Architecture or its design team.

G. APPENDICIES

Appendicies:

- **Non-Collusion Affidavit**
- **Consultant's Acknowledgement of Compliance with Insurance Requirements for Agreement for Professional/Consultant Services**
- **Certification of Proposal**
- **Addendum No.1**

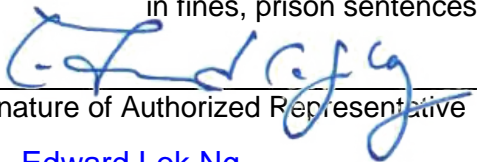
Appendix B

Non-Collusion Affidavit

PROFESSIONAL DESIGN SERVICES FOR THE REMODEL OF THE CITY COUNCIL CHAMBERS AT LAKEWOOD CIVIC CENTER

The undersigned declares states and certifies that:

1. This Proposal is not made in the interest of, or on behalf of any undisclosed person, partnership, company, association, organization or corporation.
2. This Proposal is genuine and not collusive or sham.
3. I have not directly or indirectly induced or solicited any other Proposer to put in a false or sham proposal and I have not directly or indirectly colluded, conspired, connived, or agreed with any other Proposer or anyone else to put in sham proposal or to refrain from submitting to this RFP.
4. I have not in any manner, directly or indirectly, sought by agreement, communication, or conference with anyone to fix the proposal price or to fix any overhead, profit or cost element of the proposal price or to secure any advantage against the City of Lakewood or of anyone interested in the proposed contract.
5. All statements contained in the Proposal and related documents are true.
6. I have not directly or indirectly submitted the proposal price or any breakdown thereof, or the contents thereof, or divulged information or data relative thereto, or paid, and will not pay any fee to any person, corporation, partnership, company, association, organization, RFP depository, or to any member or agent thereof to effectuate a collusive or sham proposal.
7. I have not entered into any arrangement or agreement with any City of Lakewood public officer in connection with this proposal.
8. I understand collusive bidding is a violation of State and Federal law and can result in fines, prison sentences, and civil damage awards.



Signature of Authorized Representative

Edward Lok Ng

Name of Authorized Representative

President

Title of Authorized Representative

This executed form must be submitted with Scope of Work proposal.

Appendix C

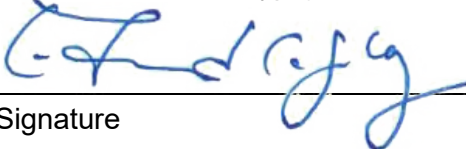
Consultant's Acknowledgement of Compliance with Insurance Requirements for Agreement for Professional/Consultant Services

Consultant agrees, acknowledges and is fully aware of the insurance requirements as specified in the Request for Proposal and accepts all conditions and requirements as contained therein.

Edward Lok Ng, President

Consultant: _____
Name (Please Print or Type)

By: _____
Consultant's Signature



Date: _____
6/19/2024

This executed form must be submitted with Scope of Work proposal.

Appendix D

Certification of Proposal

The undersigned hereby submits its proposal and agrees to be bound by the terms and conditions of this Request for Proposal: PROFESSIONAL DESIGN SERVICES FOR THE REMODEL OF THE CITY COUNCIL CHAMBERS AT LAKEWOOD CIVIC CENTER

- 1) Proposer declares and warrants that no elected or appointed official, officer or employee of the City has been or shall be compensated, directly or indirectly, in connection with this proposal or any work connected with this proposal. Should any agreement be approved in connection with this Request for Proposal, Proposer declares and warrants that no elected or appointed official, officer or employee of the City, during the term of his/her service with the City shall have any direct interest in that agreement, or obtain any present, anticipated or future material benefit arising therefrom.
- 2) By submitting the response to this request, Proposer agrees, if selected to furnish services to the City in accordance with this RFP.
- 3) Proposer has carefully reviewed its proposal and understands and agrees that the City is not responsible for any errors or omissions on the part of the Proposer and that the Proposer is responsible for them.
- 4) It is understood and agreed that the City reserves the right to accept or reject any or all proposals and to waive any informality or irregularity in any proposal received by the City.
- 5) The proposal response includes all of the commentary, figures and data required by the Request for Proposal.
- 6) The proposal shall be valid for 120 days from the date of submittal.

Name of Proposer: Black O'dowd and Associates, Inc.
DBA BOA Architecture

By: 
(Authorized Signature)

Type Name: Edward Lok Ng

Title: President

Date: 6/19/2024

This executed form must be submitted with Scope of Work proposal.

**CITY OF LAKEWOOD
PROFESSIONAL ARCHITECTURAL AND ENGINEERING SERVICES FOR
THE REMODEL OF THE CITY COUNCIL CHAMBERS
AT LAKEWOOD CA CIVIC CENTER**

ADDENDUM NO.1

NOTICE TO PROPOSER

Proposer shall acknowledge receipt of this addendum by detaching, signing, **and attaching to his proposal**, one (1) copy of this sheet.

I,

Black O'dowd and Associates DBA BOA Architecture

Consultant

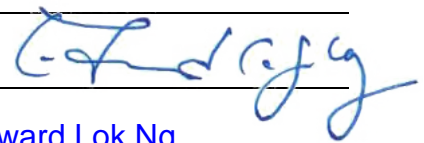
1511 Cota Avenue, Long Beach, CA 90813

Address, City, State, Zip

hereby acknowledge receipt of Addendum No.1 to the RFP, with **Attachments A & B** for the PROFESSIONAL ARCHITECTURAL AND ENGINEERING SERVICES FOR THE REMODEL OF THE CITY COUNCIL CHAMBERS AT LAKEWOOD CA CIVIC CENTER, and have considered these revisions in the preparation of my proposal. This addendum, consisting of this acknowledgment and 4 additional pages shall become a part of any contract made pursuant hereto.

Date 6/19/2024

Consultant's Signature



Consultant's Name Edward Lok Ng

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COUNCIL AGENDA

August 13, 2024

TO: The Honorable Mayor and City Council

SUBJECT: Approve Transfer Agreement with the Los Angeles County Flood Control District
- Safe Clean Water Program (SCWP) For Municipal Program Funds

INTRODUCTION

On November 6, 2018, Measure W (the SCWP) ballot measure was successfully passed by Los Angeles County voters. Following the tax collection, SCWP revenues are allocated as follows:

- 10 percent to the Los Angeles County Flood Control District (LACFCD);
- 40 percent to the municipalities within the LACFCD; and
- 50 percent to the nine watershed areas to fund regional watershed-based multi-benefit projects to be implemented by project developers, and to provide technical resources, and conduct scientific studies.

STATEMENT OF FACT

The transfer agreements for the Municipal Program will disburse funds to the municipalities in proportion to the tax collected in each jurisdiction on an annual basis. The transfer agreements for the Municipal Program expires every 4 years, and funds received are to be used for implementation, operations and maintenance, and administration of eligible projects and programs in accordance to the SCWP criteria and procedures.

FISCAL IMPACT


County-wide, the SCWP is estimated to generate up to \$279 million annually in special tax revenues collected and Lakewood's estimated municipal annual allocation is approximately \$1.10 million. To date the City has received \$4.3 million and has spent \$1.7 million on the following projects:

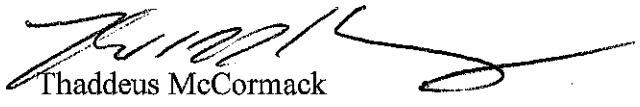
- Catch Basin Cleaning
- Watershed Management Program Implementation & Monitoring for the Los Cerritos Channel, Lower San Gabriel River, Lower Los Angeles River and Harbor Toxics TMDL Monitoring
- Gateway Water Management Authority Membership Fee
- Municipal NPDES Consulting Services
- Paramount Boulevard Green Street O & M
- Fee to Issue, Administer, and Enforce the MS4 NPDES Permit
- Infrastructure Project Planning and Funding
- Lakewood Blvd s/o Del Amo Blvd Drywell Installations
- Stakeholder and Community Outreach/Engagement

For FY 24/25 there are no expiring funds. The City plans to use our current fund balance of \$2.6 million to complete water quality improvements on the corner lot.

RECOMMENDATION

- (1) Approve the attached transfer agreement establishing terms and conditions for the transfer of Safe, Clean Water Program funds to the City of Lakewood, and
- (2) Authorize the Mayor to sign the transfer agreement with the Los Angeles County Flood Control District to receive funds through the Safe, Clean Water Program.

Kelli Pickler 
Director of Public Works


Thaddeus McCormack
City Manager

**TRANSFER AGREEMENT BETWEEN
THE LOS ANGELES COUNTY FLOOD CONTROL DISTRICT AND LAKEWOOD
AGREEMENT NO. 2024MP43
SAFE, CLEAN WATER PROGRAM – MUNICIPAL PROGRAM**

This Transfer Agreement, hereinafter referred to as "Agreement," is entered into as of

_____ by and between the Los Angeles County Flood Control District, hereinafter referred to as "District," and Lakewood, hereinafter referred to as "Municipality."

WHEREAS, District, pursuant to the Los Angeles Region Safe, Clean Water (SCW) Program ordinance (Chapter 16 of the Los Angeles County Flood Control District Code) and the SCW Program Implementation Ordinance (Chapter 18 of the Los Angeles County Flood Control District Code), administers the SCW Program for the purpose of funding Projects and Programs to increase stormwater and urban runoff capture and reduce stormwater and urban runoff pollution in the District;

WHEREAS, pursuant to Section 16.04.A.2. of the Los Angeles County Flood Control District Code, forty percent (40%) of annual SCW Program tax revenues shall be allocated to Municipalities within the District, in the same proportion as the amount of revenues collected within each Municipality, to be expended by those cities within the cities' respective jurisdictions and by the County within the unincorporated areas that are within the boundaries of the District, for the implementation, operation and maintenance, and administration of Projects and Programs, in accordance with the criteria and procedures established in this Chapters 16 and 18 of the Los Angeles County Flood Control District Code;

WHEREAS, pursuant to Section 16.05.A.1. of the Los Angeles County Flood Control District Code, prior to their receipt of SCW Program funds, Municipalities must enter into an agreement with the District to transfer SCW Program funds;

WHEREAS, the County of Los Angeles Board of Supervisors has approved a standard template Agreement, as required by and in accordance with Section 18.09 of the Los Angeles County Flood Control District Code, for the transfer of SCW Program funds to Municipalities.

NOW, THEREFORE, in consideration of the promises, mutual representations, covenants and agreements in this Agreement, the District and the Municipality, each binding itself, its successors and assigns, do mutually promise, covenant, and agree as follows:

I. DEFINITIONS

The definitions set forth in Sections 16.03 and 18.02 of the Los Angeles County Flood Control District Code shall apply to this Agreement. In addition, the following definitions shall also apply:

"Agreement" means this Transfer Agreement, including all exhibits and attachments hereto.

"Annual Plan" means the plan referred to in Section 18.09.B.5 of the Code that includes the contents specified in Exhibit A.

"Code" means the Los Angeles County Flood Control District Code. "Days" means calendar days unless otherwise expressly indicated.

"Fiscal Year" means the period of twelve (12) months terminating on June 30 of any year.

"Safe Clean Water (SCW) Program Payment" means the Municipality's annual allocation of SCW Program funds as described in Section 16.04.A.2. of the Code disbursed by the District to the Municipality.

"Year" means calendar year unless otherwise expressly indicated.

II. PARTY CONTACTS

The District and the Municipality designate the following individuals as the primary points of contact and communication regarding the Municipal Program and the administration and implementation of this Agreement.

Los Angeles County Flood Control District		Municipality: Lakewood	
Name:	Haris Harouny	Name:	
Address:	900 S Fremont Ave, Alhambra, CA 91803	Address:	
Phone:	(626) 300-2620	Phone:	

Email: hharouny@dpw.lacounty.gov	Email:
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Either party to this Agreement may change the individual identified as the primary point of contact above by providing written notice of the change to the other party.

III. EXHIBITS INCORPORATED BY REFERENCE

The following exhibits to this Agreement, including any amendments and supplements hereto, are hereby incorporated herein and made a part of this Agreement:

- EXHIBIT A – ANNUAL PLAN CONTENTS
- EXHIBIT B – GENERAL TERMS AND CONDITIONS
- EXHIBIT C – NATURE-BASED SOLUTIONS (Best Management Practices)
- EXHIBIT D – OPERATIONS AND MAINTENANCE GUIDANCE DOCUMENT

IV. MUNICIPAL PROGRAM IMPLEMENTATION

- A. The Municipality shall annually prepare and submit to the District, an Annual Plan. The Annual Plan shall be submitted not later than 90-days prior to the start of the Fiscal Year for which the Plan is prepared.
- B. The Municipality shall utilize the SCW Program Payments in compliance with Chapters 16 and 18 of the Code.
- C. The Municipality shall comply with the terms and conditions in Exhibits B, C, and D, of this Agreement, and all applicable provisions of Chapters 16 and 18 of the Code, specifically including, without limitation, Section 18.06.

V. SCW PROGRAM PAYMENTS TO MUNICIPALITIES

- A. SCW Program Payments will generally be available for disbursement by December 31, provided a duly executed transfer agreement is in effect and subject to the Municipality's compliance with the conditions described in paragraph B, below; however the District may, in its discretion, change the date and number of the actual disbursements for any Fiscal Year based on the amount and timing of revenues actually collected by the District.
- B. The District shall disburse the Municipality's SCW Program Payment upon satisfaction of the following conditions: (1) the District has received the Annual Progress/Expenditure Report required pursuant to Section 18.06.D of the Code; (2) the District has received Municipality's Annual Plan for that Fiscal Year, and (3) the Municipality has complied with the audit requirements of Section B-6 of Exhibit B.
- C. Notwithstanding any other provision of this Agreement, no disbursement shall be made at any time or in any manner that is in violation of or in conflict with federal, state, County laws, policies, or regulations.
- D. All disbursements shall be subject to and be made in accordance with the terms and conditions in this Agreement and Chapters 16 and 18 of the Code.

VI. TERM OF AGREEMENT

This Agreement shall expire at the end of the 2027-28 Fiscal Year. The parties shall thereafter enter into a new agreement based on the most recent standard template agreement approved by the Board.

IN WITNESS WHEREOF, this Agreement has been executed by the parties hereto.

By: _____

Name:

Title:

Date: _____

LOS ANGELES COUNTY
FLOOD CONTROL DISTRICT:

By: _____

Name:

Title:

Date: _____

EXHIBIT A – ANNUAL PLAN CONTENTS

- A-1. Description of all projects anticipated to be funded using the SCW Program Payment. Include a discussion of how the projects will result in the achievement of one or more SCW Program Goals, including quantitative targets and corresponding metrics for subsequent reporting of all applicable parameters.
- A-2. Description of all programs anticipated to be funded using the SCW Program Payment. Include a discussion of how the programs will result in the achievement of one or more SCW Program Goals; including quantitative targets and corresponding metrics for subsequent reporting of all applicable parameters.
- A-3. Description of all operation and maintenance activities anticipated to be funded using the SCW Program Payment. Include a discussion of how those activities will result in the achievement of one or more SCW Program Goals. Additional operation and maintenance activities, even if funded by other sources, should be referenced to provide an overview of anticipated overall project approach.
- A-4. Description of the stakeholder and community outreach/engagement activities anticipated to be funded with the SCW Program Payment, including discussion of how local NGOs or CBOs will be involved, if applicable, and if not, why. Additional outreach/engagement activities, even if funded by other sources, should be referenced to provide an overview of anticipated overall project approach.
- A-5. Description of post-construction monitoring for projects completed using the SCW Program Payment. Additional post-construction monitoring activities, even if funded by other sources, should be referenced to provide an overview of anticipated overall project approach.
- A-6. Provide the status of any projects that have been awarded (or are seeking award of) Institute for Sustainable Infrastructure (ISI) verification, if applicable.
- A-7. Provide the budget for the activities described in provisions A1 through A-5 SCW Program Payment.

EXHIBIT B – GENERAL TERMS AND CONDITIONS

B-1. Accounting and Deposit of Funding Disbursement

1. SCW Program Payments distributed to the Municipality shall be held in a separate interest-bearing account and shall not be combined with other funds. Interest earned from each account shall be used by the Municipality only for eligible expenditures consistent with the requirements of the SCW Program.
2. The Municipality shall not be entitled to interest earned on undisbursed SCW Program Payments; interest earned prior to disbursement is property of the District.
3. The Municipality shall operate in accordance with Generally Accepted Accounting Principles (GAAP).
4. The Municipality shall be strictly accountable for all funds, receipts, and disbursements for their SCW Program Payment.

B-2. Acknowledgement of Credit and Signage

The Municipality shall include appropriate acknowledgement of credit to the District's Safe, Clean Water Program for its support when promoting activities funded with SCW Program funds or using any data and/or information developed SCW Program funds. When the SCW Program Payment is used, in whole or in part, for construction of an infrastructure Project, signage shall be posted in a prominent location at Project site(s) or at the Municipality's headquarters and shall include the Safe, Clean Water Program color logo and the following disclosure statement: "Funding for this project has been provided in full or in part from the Los Angeles County Flood Control District's Safe, Clean Water Program." At a minimum the sign shall be 2' x 3' in size. The Municipality shall also include in each of its contracts for work under this Agreement a provision that incorporates the requirements stated within this paragraph.

When the SCW Program Payment is used, in whole or in part, for a scientific study, the Municipality shall include the following statement in the study report: "Funding for this study has been provided in full or in part from the Los Angeles County Flood Control District's Safe, Clean Water Program." The Municipality shall also include in each of its contracts for work under this Agreement a provision that incorporates the requirements stated within this paragraph.

B-3. Acquisition of Real Property - Covenant

Any real property acquired in whole or in part with SCW Program funds shall be used for Projects and Programs that are consistent with the SCW Program Goals and with the provisions of Chapter 16 and 18 of the Code.

Any Municipality that acquires the fee title to real property using, in whole or in part, SCW Program funds shall record a document in the office of the Registrar-Recorder/County

Clerk containing a covenant not to sell or otherwise convey the real property without the prior express written consent of the District, which consent shall not be unreasonably withheld.

B-4. Amendment

Except as provided in Section II of the Agreement, no amendment or variation of the terms of this Agreement shall be valid unless made in writing and signed by the parties. No oral or written understanding or agreement not incorporated in this Agreement is binding on any of the parties.

B-5. Assignment

The Municipality shall not assign this Agreement.

B-6. Audit and Recordkeeping

1. The Municipality shall retain for a period of seven (7) years, all records necessary in accordance with Generally Accepted Accounting Principles to determine the amounts expended, and eligibility of Projects implemented using SCW Program Payments. The Municipality, upon demand by authorized representatives of the District, shall make such records available for examination and review or audit by the District or its authorized representatives. Records shall include accounting records, written policies and procedures, contract files, original estimates, correspondence, change order files, including documentation covering negotiated settlements, invoices, and any other supporting evidence deemed necessary to substantiate charges related to SCW Program Payments and expenditures.
2. The Municipality is responsible for obtaining an independent audit to determine compliance with the terms and conditions of this Agreement and all requirements applicable to the Municipality contained in chapters 16 and 18 of the Code. Municipality shall obtain an independent audit of their SCW Program Payments every three (3) years. Audits shall be funded with Municipal Program funds.
3. Municipality shall file a copy of all audit reports by the ninth (9th) month from the end of each three (3) year period to detail the preceding three (3) years of expenditures. Audit reports shall be posted on the District's publicly accessible website. Due date example below.

Every Third Fiscal Year		
Fiscal Year	Audit Begins	Audit Report Due to District
2023-24	7/1/2027	No later than 3/31/2028

4. Upon reasonable advanced request, the Municipality shall permit the Chief Engineer to examine the infrastructure Projects using SCW Program Payments. The Municipality shall permit the authorized District representative, including the Auditor-Controller, to examine, review, audit, and transcribe any and all audit reports, other reports, books, accounts, papers, maps, and other records that relate to the SCW Program Payments. Examination activities are considered District administration of the SCW Program.
5. Expenditures determined by an audit to be in violation of any provision of Chapters 16 or 18 of the Code, or of this Agreement, shall be subject to the enforcement and remedy provisions of Section 18.14 of the Code.

B-7. Availability of Funds

District’s obligation to disburse the SCW Program Payment is contingent upon the availability of sufficient funds to permit the disbursements provided for herein. If sufficient funds are not available for any reason including, but not limited to, failure to fund allocations necessary for disbursement of the SCW Program Payment, the District shall not be obligated to make any disbursements to the Municipality under this Agreement. This provision shall be construed as a condition precedent to the obligation of the District to make any disbursements under this Agreement. Nothing in this Agreement shall be construed to provide the Municipality with a right of priority for disbursement over any other Municipality. If any disbursements due to the Municipality under this Agreement are deferred because sufficient funds are unavailable, it is the intention of the District that such disbursement will be made to the Municipality when sufficient funds do become available, but this intention is not binding. If this Agreement’s funding for any Fiscal Year is reduced or deleted by order of the Board, the District shall have the option to either cancel this Agreement with no liability occurring to the District or offer an amendment to the Municipality to reflect the reduced amount.

B-8. Choice of Law

The laws of the State of California govern this Agreement.

B-9. Claims

Any claim of the Municipality is limited to the rights, remedies, and claims procedures provided to the Municipality under this Agreement. Municipal expenditures of a SCW Program Payment that involves the District shall utilize a separate and specific agreement to that Project that includes appropriate indemnification superseding that in this Agreement.

B-10. Compliance with SCW Program

The Municipality shall comply with and require its contractors and subcontractors to comply with all provisions of Chapters 16 and 18 of the Code.

B-11. Compliance with Law, Regulations, etc.

The Municipality shall, at all times, comply with and require its contractors and subcontractors to comply with all applicable local, state and federal laws, rules, guidelines, regulations, and requirements.

B-12. Continuous Use of Municipal Projects; Lease or Disposal of Municipal Projects

The Municipality shall not abandon, substantially discontinue use of, lease, or dispose of all or a significant part or portion of any Project funded in whole or in part with SCW Program Payments during the useful life (defined as 30 years unless specified otherwise in annual plans and subsequent reports) of the Project without prior written approval of the District. Such approval may be conditioned as determined to be appropriate by the District, including a condition requiring repayment of a pro rata amount of the SCW Program Payments used to fund the Project together with interest on said amount accruing from the date of lease or disposal of the Project.

B-13. Disputes

Should a dispute arise between the parties, the party asserting the dispute will notify the other parties in writing of the dispute. The parties will then meet and confer within 21 calendar days of the notice in a good faith attempt to resolve the dispute.

If the matter has not been resolved through the process set forth in the preceding paragraph, any party may initiate mediation of the dispute. Mediation will be before a retired judge or mediation service mutually agreeable to the parties. All costs of the mediation, including mediator fees, will be paid one-half by the District and one-half by the Municipality. SCW Program Payments shall not be used to pay for any costs of the mediation.

The parties will attempt to resolve any dispute through the process set forth above before filing any action relating to the dispute in any court of law.

B-14. Final Inspection and Certification of Registered Professional

Upon completion of the design phase and before construction of a project, the Municipality shall provide certification by a California Registered Professional (i.e., Professional Civil Engineer, Engineering Geologist) that the design has been completed.

Upon completion of the project, the Municipality shall provide for a final inspection and certification by a California Registered Professional (i.e., Professional Civil Engineer, Engineering Geologist), that the Project has been completed in accordance with submitted final plans and specifications and any modifications thereto and in accordance with this Agreement.

B-15. Force Majeure.

In the event that Municipality is delayed or hindered from the performance of any act required hereunder by reason of strikes, lockouts, labor troubles, inability to procure materials not related to the price thereof, riots, insurrection, war, or other reasons of a like nature beyond the control of the Municipality, then performance of such acts shall be excused for the period of the delay, and the period for the performance of any such act shall be extended for a period equivalent to the period of such delay.

B-16. Funding Considerations and Exclusions

1. All expenditures of SCW Program Payments by Municipality must comply with the provisions of Chapters 16 and 18 of the Los Angeles County Flood Control District Code, including but not limited to the provisions regarding eligible expenditures contained in Section 16.05.A.2 and the provision regarding ineligible expenditures contained in Section 16.05.A.3.
2. SCW Program Payments shall not be used in connection with any Project implemented as an Enhanced Compliance Action ("ECA") and/or Supplemental Environmental Project ("SEP") as defined by State Water Resources Control Board Office of Enforcement written policies, or any other Project implemented pursuant to the settlement of an enforcement action or to offset monetary penalties imposed by the State Water Resources Control Board, a Regional Water Quality Control Board, or any other regulatory authority; provided, however, that SCW funds may be used for a Project implemented pursuant to a time schedule order ("TSO") issued by the Los Angeles Regional Water Quality Control Board if, at the time the TSO was issued, the Project was included in an approved watershed management program (including enhanced watershed management programs) developed pursuant to the MS4 Permit.

B-17. Indemnification

The Municipality shall indemnify, defend and hold harmless the District, the County of Los Angeles and their elected and appointed officials, agents, and employees from and against any and all liability and expense, including defense costs, legal fees, claims, actions, and causes of action for damages of any nature whatsoever, including but not limited to bodily injury, death, personal injury, or property damage, arising from or in conjunction with: (1) any Project or Program implemented by the Municipality, in whole or in part, with SCW Program Payments or (2) any breach of this Agreement by the Municipality.

B-18. Independent Actor

The Municipality, and its agents and employees, if any, in the performance of this Agreement, shall act in an independent capacity and not as officers, employees, or agents of the District.

The Municipality shall not contract work with a contractor who is in a period of debarment from any agency within the District. (LACC Chapter 2.202)

B-19. Integration

This is an integrated Agreement. This Agreement is intended to be a full and complete statement of the terms of the agreement between the District and Municipality, and expressly supersedes any and all prior oral or written agreements, covenants, representations and warranties, express or implied, concerning the subject matter of this Agreement.

B-20. Lapsed Funds

1. The Municipality shall be able to carry over uncommitted SCW Program Payments for up to five (5) years from the end of the fiscal year in which those funds are transferred from the District to the Municipality.
2. If the Municipality is unable to expend the SCW Program Payment within five (5) years from the end of the fiscal year in which those funds are transferred from the District to the Municipality, then lapsed funding procedures will

apply. Lapsed funds are funds that were transferred to the Municipality but were not committed to eligible expenditures by the end of the fifth (5th) fiscal year after the fiscal year in which those funds were transferred from the District.

3. Lapsed funds shall be allocated by the Watershed Area Steering Committee of the respective Watershed Area to a new Project with benefit to that Municipality, if feasible in a reasonable time frame, or otherwise to the Watershed Area.
4. In the event that funds are to lapse, due to circumstances beyond the Municipality's control, then the Municipality may request an extension of up to twelve (12) months in which to commit the funds to eligible expenditures. Extension Requests must contain sufficient justification and be submitted to the District in writing no later than three (3) months before the funds are to lapse.
5. The decision to grant an extension is at the sole discretion of the District.
6. Funds still uncommitted to eligible expenditures after an extension is granted will be subject to lapsed funding procedures without exception. Example Below.

Fiscal Year Transferred	Funds Lapse After	Extension Request Due	Commit By
2019-20	6/30/2025	No later than 3/31/2025	No later than 6/30/2026

B-21. Municipal Project Access

Upon reasonable advance request, the Municipality shall ensure that the District or any authorized representative, will have safe and suitable access to the site of any Project implemented by the Municipality in whole or in part with SCW Program Payments at all reasonable times.

B-22. Non-Discrimination

The Municipality agrees to abide by all federal, state, and County laws, regulations, and policies regarding non-discrimination in employment and equal employment opportunity.

B-23. No Third-Party Rights

The parties to this Agreement do not create rights in, or grant remedies to, any third party as a beneficiary of this Agreement, or of any duty, covenant, obligation, or undertaking established herein

B-24. Notice

1. The Municipality shall notify the District in writing within five (5) working days of the occurrence of the following:
 - a. Bankruptcy, insolvency, receivership or similar event of the Municipality; or
 - b. Actions taken pursuant to State law in anticipation of filing for bankruptcy.
2. The Municipality shall notify the District within ten (10) working days of any litigation pending or threatened against the Municipality regarding its continued existence, consideration of dissolution, or disincorporation.
3. The Municipality shall notify the District promptly of the following:
 - a. Any significant deviation from the submitted Annual Plan for the current Fiscal Year, including discussion of any major changes to the scope of funded projects or programs, noteworthy delays in implementation, reduction in benefits or community engagement, and/or modifications that change the SCW Program Goals intended to be accomplished.
 - b. Discovery of any potential archaeological or historical resource. Should a potential archaeological or historical resource be discovered during construction, the Municipality agrees that all work in the area of the find will cease until a qualified archaeologist has evaluated the situation and made recommendations regarding preservation of the resource, and the District has determined what actions should be taken to protect and preserve the resource. The Municipality agrees to implement appropriate actions as directed by the District.
 - c. Any public or media event publicizing the accomplishments and/or results of this Agreement and provide the opportunity for attendance and participation by District representatives with at least fourteen (14) days' notice to the District.

B-25. Municipality's Responsibility for Work

The Municipality shall be responsible for all work and for persons or entities engaged in work performed pursuant to this Agreement including, but not limited to, contractors, subcontractors, suppliers, and providers of services. The Municipality shall be responsible for responding to any and all disputes arising out of its contracts for work on the Project. The District will not mediate disputes between the Municipality and any other entity concerning responsibility for performance of work.

B-26. Reporting

The Municipality shall be subject to and comply with all applicable requirements of the District regarding reporting requirements. Municipalities shall report available data through the SCW Reporting Module, once available.

1. Annual Progress/Expenditure Reports. The Municipality shall submit Annual Progress/Expenditure Reports, using a format provided by the District, within six (6) months following the end of the Fiscal Year to the District to detail the activities of the prior year. The Annual Progress/Expenditure Reports shall be posted on the District's publicly accessible website and on the Municipality's website. The Annual Progress/Expenditure Report shall include:
 - a. Amount of funds received;
 - b. Breakdown of how the SCW Program Payment has been expended;
 - c. Documentation that the SCW Program Payment was used for eligible expenditures in accordance with Chapters 16 and 18 of the Code;
 - d. Description of activities that have occurred, milestones achieved, and progress made to date, during the applicable reporting period including comparison to the Annual Plan and corresponding metrics;
 - e. Discussion of any existing gaps between what was planned and what was achieved for the prior year, include any lessons learned;
 - f. Description of the Water Quality Benefits, Water Supply Benefits, and Community Investment Benefits and a summary of how SCW Program Payments have been used to achieve SCW Program Goals for the prior year, including graphical representation of available data and specific metrics to demonstrate the benefits being achieved through the years' investments.
 - g. Discussion of alignment with other local, regional, and state efforts, resources, and plans, as applicable. This includes discussion of opportunities for addressing additional SCW Program Goals, leveraging SCW Program Goals, and increasing regional capacity to supplement the SCW Program.
 - h. Additional financial or Project-related information in connection with activity funded in whole or in part using SCW Program Payments as required by the District.
 - i. Certification from a California Registered Professional (Civil Engineer or Geologist, as appropriate), that projects implemented with SCW Program Payments were conducted in accordance with Chapters 16 and 18 of the Code.
 - j. Report on annual and total (since inception of program) benefits provided by programs and projects funded by SCW Program Payment. This includes comparisons to annual plans and alignment with corresponding specific quantitative targets and metrics (note that SCW Reporting Module will facilitate calculation of benefits and graphical representation of pertinent data):
 - i. Annual volume of stormwater captured and treated
 - ii. Annual volume of stormwater captured and reused
 - iii. Annual volume of stormwater captured and recharged to a managed aquifer
 - iv. Annual creation, enhancement, or restoration of Community Investment Benefits. If none, discuss considerations explored and reasons to not include.
 - v. Annual acreage increases in Nature-Based Solutions and claimed level of NBS (with matrix demonstrating determination of good, better, best, as outlined in Exhibit C). If none, discuss considerations explored and reasons to not include.
 - vi. Annual expenditures providing DAC Benefits. If none, discuss considerations explored and reasons to not include.
2. Documentation of the Community Outreach and Engagement utilized for and/or achieved with the SCW Program Payment described in the Annual Plan Exhibit A. This information must be readily accessible to members of the public.
3. As Needed Information or Reports. The Municipality agrees to promptly provide such reports, data, and information as may be reasonably requested by the District including, but not limited to material necessary or appropriate for evaluation of the SCW Program or to fulfill any reporting requirements of the County, state or federal government.

B-27. Representations, Warranties, and Commitments

The Municipality represents, warrants, and commits as follows:

1. Authorization and Validity. The execution and delivery of this Agreement, including all incorporated documents, by the individual signing on behalf of Municipality, has been duly authorized by the governing body of Municipality, as applicable. This Agreement constitutes a valid and binding obligation of the Municipality, enforceable in accordance with its terms, except as such enforcement may be limited by law.
2. No Violations. The execution, delivery, and performance by the Municipality of this Agreement, including all incorporated documents, do not violate any provision of any law or regulation in effect as of the date set forth on the first page hereof, or result in any breach or default under any contract, obligation, indenture, or other instrument to which the Municipality is a party or by which the Municipality is bound as of the date set forth on the first page hereof.
3. No Litigation. There are no pending or, to the Municipality's knowledge, threatened actions, claims, investigations, suits, or proceedings before any governmental authority, court, or administrative agency which affect the

Municipality's ability to complete the Annual Plan.

4. Solvency. None of the transactions contemplated by this Agreement will be or have been made with an actual intent to hinder, delay, or defraud any present or future creditors of the Municipality. As of the date set forth on the first page hereof, the Municipality is solvent and will not be rendered insolvent by the transactions contemplated by this Agreement. The Municipality is able to pay its debts as they become due.
5. Legal Status and Eligibility. The Municipality is duly organized and existing and in good standing under the laws of the State of California. The Municipality shall at all times maintain its current legal existence and preserve and keep in full force and effect its legal rights and authority.
6. Good Standing. The Municipality must demonstrate it has not failed to comply with previous County and/or District audit disallowances within the preceding five years.

B-28. Travel

Any reimbursement for necessary ground transportation and lodging shall be at rates not to exceed those set by the California Department of Human Resources; per diem costs will not be eligible expenses. These rates may be found at <http://www.calhr.ca.gov/employees/Pages/travel-reimbursements.aspx>. Reimbursement will be at the State travel amounts that are current as of the date costs are incurred by the Municipality. No travel outside the Los Angeles County Flood Control District region shall be reimbursed unless prior written authorization is obtained from the Program Manager.

B-29. Unenforceable Provision

In the event that any provision of this Agreement is determined by a court of competent jurisdiction to be unenforceable, the parties agree that all other provisions of this Agreement have force and effect and shall not be affected thereby.

B-30. Withholding of Disbursements and Material Violations

Notwithstanding any other provision of this Agreement, the District may withhold all or any portion of the SCW Program Payment for any Fiscal Year in the event that:

1. The Municipality has violated any provision of this Agreement; or
2. The Municipality fails to maintain reasonable progress in achieving SCW Program Goals, following an opportunity to cure.
3. Failure to remain in Good Standing, described in Section B-26 of Exhibit B.
4. Failure to submit annual reports on meeting SCW Program Goals.

EXHIBIT C – NATURE BASED SOLUTIONS (NBS) BEST MANAGEMENT PRACTICES

Municipalities shall consider incorporation of Nature-based solutions (NBS) into their projects. NBS refers to the sustainable management and use of nature for undertaking socio-environmental challenges, including climate change, water security, water pollution, food security, human health, and disaster risk management. As this environmental management practice is increasingly incorporated into projects for the SCW Program, this guidance document may be expanded upon to further quantify NBS practices based on benefits derived from their incorporation on projects. The SCW Program defines NBS as a Project that utilizes natural processes that slow, detain, infiltrate or filter Stormwater or Urban Runoff. These methods may include relying predominantly on soils and vegetation; increasing the permeability of Impermeable Areas; protecting undeveloped mountains and floodplains; creating and restoring riparian habitat and wetlands; creating rain gardens, bioswales, and parkway basins; enhancing soil through composting, mulching; and, planting trees and vegetation, with preference for native species. NBS may also be designed to provide additional benefits such as sequestering carbon, supporting biodiversity, providing shade, creating and enhancing parks and open space, and improving quality of life for surrounding communities. NBS include Projects that mimic natural processes, such as green streets, spreading grounds and planted areas with water storage capacity. NBS may capture stormwater to improve water quality, collect water for reuse or aquifer recharge, or to support vegetation growth utilizing natural processes.

Municipalities are to include in each Annual Progress/Expenditure Report whether and how their project achieves a good, better, or best for each of the 6 NBS methods in accordance with the guidance below. Additionally, Annual Progress/ Expenditure Reports should include discussion on any considerations taken to maximize the class within each method. If at least 3 methods score within a single class, the overall project can be characterized as that class. Municipalities must attach a copy of the matrix for each project with the good, better, or best column indicated for each method, to facilitate District tracking of methods being utilized.

METHODS	GOOD	BETTER	BEST
Vegetation/Green Space	Use of climate appropriate, eco-friendly vegetation (groundcover, shrubs, and trees) / green space 5%-15% covered by new climate-appropriate vegetation	Use of native, climate appropriate, eco-friendly vegetation (groundcover, shrubs, and trees) / green space 16%-35% covered by new native vegetation	Establishment of plant communities with a diversity of native vegetation (groundcover, shrubs, and trees) / green space that is both native and climate-appropriate More than 35% covered by new native vegetation
Increase of Permeability	Installation of vegetated landscape – 25%-49% paved area removed Redesign of existing impermeable surfaces and/or installation of permeable surfaces (e.g. permeable pavement and infiltration trenches)	Installation of vegetated landscape – 50%-74% paved area removed Improvements of soil health (e.g., compaction reduction)	Installation of vegetated landscape – 75%-100% paved area removed Creation of well-connected and self-sustained natural landscapes with healthy soils, permeable surfaces, and appropriate vegetation
Protection of Undeveloped Mountains & Floodplains	<ul style="list-style-type: none"> ● Preservation of native vegetation ● Minimal negative impact to existing drainage system 	<ul style="list-style-type: none"> ● Preservation of native vegetation ● Installation of new feature(s) to improve existing drainage system 	<ul style="list-style-type: none"> ● Creation of open green space ● Installation of features to improve natural hydrology

<p>Creation & Restoration of Riparian Habitat & Wetlands</p>	<ul style="list-style-type: none"> ● Partial restoration of existing riparian habitat and wetlands □ Planting of climate appropriate vegetation between 11 and 20 different climate appropriate or native plant species newly planted ● No potable water used to sustain the wetland 	<ul style="list-style-type: none"> ● Full restoration of existing riparian habitat and wetlands ● Planting of native vegetation - between 21 and 40 different native plant species newly planted ● No potable water used to sustain the wetland 	<ul style="list-style-type: none"> ● Full restoration and expansion of existing riparian habitat and wetlands Planting of plant communities with a diversity of native vegetation – between 41 and 50 different native plant species newly planted ● No potable water used to sustain the wetland
<p>New Landscape Elements</p>	<p>Elements designed to capture runoff for other simple usage (e.g. rain gardens and cisterns), capturing the 85th percentile 24-hour storm event for at least 50% of the entire parcel</p>	<p>Elements that design to capture/redirect runoff and filter pollution (e.g. bioswales and parkway basins), capturing the 85th percentile 24-hour storm event from the entire parcel</p>	<p>Large sized elements that capture and treat runoff to supplement or replace existing water systems (e.g. wetlands, daylighting streams, groundwater infiltration, floodplain reclamation), capturing the 90th percentile 24-hour storm event from the entire parcel and/or capturing off-site runoff</p>
<p>Enhancement of Soil</p>	<p>Use of soil amendments such as mulch and compost to retain moisture in the soil and prevent erosion Planting of new climate appropriate vegetation to enhance soil organic matter</p>	<p>Use of soil amendments such as mulch and compost that are locally generated to retain moisture in the soil, prevent erosion, and support locally based composting and other soil enhancement activities Planting of new native, climate-appropriate vegetation to enhance soil organic matter</p>	<p>Use of soil amendments such as mulch and compost that are locally generated, especially use of next-generation design with regenerative adsorbents (e.g. woodchips, biochar) to retain moisture in the soil, prevent erosion, and support on-site composting and other soil enhancement activities Planting of new native, climate appropriate vegetation to enhance soil organic matter</p>

EXHIBIT D – OPERATIONS AND MAINTENANCE GUIDANCE DOCUMENT

Municipalities shall operate and maintain infrastructure projects for the useful life of the project and are to consider using the following guidance for operations and maintenance for infrastructure projects. Operational maintenance is the care and upkeep of Projects that may require detailed technical knowledge of the Project's function and design. Project specific operational and maintenance plans shall consider the activities listed below and set forth specific activities and frequencies (not limited to those below) as determined to be appropriate by the Municipalities and best practices, including stakeholder engagement as applicable. Operational maintenance is to be performed by the operator of the Project with a purpose to make the operator aware of the state of readiness of the Project to deliver stormwater and urban runoff benefits.

1. Litter Control

- Regular removal of litter, nonhazardous waste materials, and accumulated debris near planted areas, rock areas, decomposed granite areas, rest areas, fence perimeters, adjoining access roads and driveways, drains, pedestrian trails, viewing stations, shelter houses, and bicycle pathways.
- Regular inspection and maintenance of pet waste stations.
- Maintaining trash receptacles.
- Removal of trash, debris, and blockages from bioswales.
- Inspection and cleaning of trash booms.
- Inspection of weir gates and stop logs to clean debris, as required.

2. Vegetation Maintenance

- Weed control
 - Recognition and removal of weeds, such as perennial weeds, morning glory, vine-type weeds, ragweed, and other underground spreading weeds.
 - Avoiding activities that result in weed seed germination (e.g. frequent soil cultivation near trees or shrubs).
 - Regular removal of weeds from landscape areas, including from berms, painted areas, rock areas, gravel areas, pavement cracks along access roads and driveways, drains, pedestrian trails, viewing stations, park shelters, and bicycle paths.
- Tree and shrubbery trimming and care
 - Removal of dead trees and elimination of diseased/damaged growth.
 - Prevent encroachment of adjacent property and provide vertical clearance.
 - Inspect for dead or diseased plants regularly.
- Wetland vegetation and landscape maintenance
 - Installation and maintenance of hydrophytic and emergent plants in perennially wet and seasonal, intermittent habitats.
 - Draining and drawdown of wetland and excessive bulrush removal
 - Weed and nuisance plant control.
 - Removal of aquatic vegetation (e.g. algae and primrose) using appropriate watercraft and harvesting equipment.
 - Wildflower and meadow maintenance.
 - Grass, sedge, and yarrow management.
 - Removal of unwanted hydroseed.

3. Wildlife Management

- Exotic species control.
- Provide habitat management; promote growth of plants at appropriate densities and promote habitat structure for animal species.
- Protect sensitive animal species (e.g. protection during critical life stages including breeding and migration).
- Avoid disturbances to nesting birds.
- Avoid spread of invasive aquatic species.

4. Facility Inspection

- Inspect project sites for rodent and insect infestations on a regular basis.
- Inspect for and report graffiti in shelter houses, viewing stations, benches, paving surfaces, walls, fences, and educational and directional signs.
- Inspect facilities for hazardous conditions on roads and trails (e.g. access roads and trails, decomposed granite pathways, and maintenance roads).

- Inspect shade structures for structural damage or defacement.
- Inspect hardscapes.
- Inspect and maintain interpretive and informational signs.
- Inspect site furnishings (e.g. benches, hitching posts, bicycle racks).
- Maintain deck areas (e.g. benches, signs, decking surfaces).
- Visually inspect weirs and flap gates for damage; grease to prevent locking.
- Inspect all structures after major storm events, periodically inspect every 3 months, and operate gates through full cycles to prevent them from locking up.

5. Irrigation System Management

- Ensuring automatic irrigation controllers are functioning properly and providing various plant species with proper amount of water.
 - Cycle controller(s) through each station manually and automatically to determine if all facets are functioning properly.
 - Inspection should be performed at least monthly.
 - Recover, replace, or refasten displaced or damaged valve box covers.
 - Inspect and repair bubbler heads.
 - Repair and replace broken drip lines or emitters causing a loss of water (to prevent ponding and erosion).
 - Maintain drip system filters to prevent emitters from clogging. Inspection and cleaning should occur at least monthly.
 - Inspect and clean mainline filters, wye strainers, basket filters, and filters at backflow devices twice a year.
 - Maintain and check function of the drip system.
- Keeping irrigation control boxes clear of vegetation.
- Operating irrigation system to ensure it does not cause excessively wet, waterlogged areas, and slope failure.
- Utilizing infrequent deep watering techniques to encourage deep rooting, drought tolerant plant characteristics to promote a self-sustaining, irrigation free landscape.
- Determine watering schedules based on season, weather, variation in plant size, and plant varieties. At least four times a year (e.g. change of season), reschedule controller systems.
- Turn off irrigation systems at the controller at the beginning of the rainy season, or when the soil has a high enough moisture content.
- Use moisture sensing devices to determine water penetration in soil.

6. Erosion Management and Control

- Inspect slopes for erosion during each maintenance activity.
- Inspect basins for erosion.
- Take corrective measures as needed, including filling eroded surfaces, reinstalling or extending bank protection, and replanting exposed soil.

7. Ongoing Monitoring Activities

- Monitor controllable intake water flow and water elevation.
- Examine inflow and outflow structures to ensure devices are functioning properly and are free of obstructions.
- Water quality sampling (quarterly, unless justified otherwise).
- Checking telemetry equipment.
- Tracking and reporting inspection and maintenance records.

8. Vector and Nuisance Insect Control

- Monitoring for the presence of vector and nuisance insect species.
- Adequate pretreatment of influent wastewater to lessen production of larval mosquitos.
- Managing emergent vegetation.
- Using hydraulic control structures to rapidly dewater emergent marsh areas.
- Managing flow velocities to reduce propagation of vectors.

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COUNCIL AGENDA

August 13, 2024

TO: Honorable Mayor and City Council

SUBJECT: Cost Sharing for the Implementation of the Coordinated Compliance, Monitoring and Reporting Plan for the Dominguez Channel and Long Beach Harbors Waters Toxic Pollutants Total Maximum Daily Load (TMDL)

BACKGROUND

In 2012, the Harbor Toxics TMDL, incorporated into the Municipal Separate Storm Sewer System (MS4) Permit. This TMDL establishes numerical discharge limits for a wide variety of pollutants including metals such as copper, lead, and zinc. Cities impacted by this TMDL are draining to the Dominguez Channel; directly into the Greater Harbor which includes the Los Cerritos Channel watershed, Palos Verdes Peninsula watershed and Los Angeles River Estuary; and draining to the Los Angeles and San Gabriel Rivers, which includes Lakewood.


Lakewood entered into a cost sharing agreement with the GWMA as the fiduciary agent for the installation of monitoring equipment and monitoring the Harbor Toxics TMDL. The current agreement term is until December 31, 2024. This new amendment to the agreement extends the expiration date to December 31, 2029.

FISCAL IMPACT

A cost share table is included in Exhibit A to the Agreement. The City's annual cost is \$47,721 for FY 2025-29. Lakewood's Cost Share amount will be drawn from the City's Safe Clean Water Program (SCWP) Measure W municipal funding. Any surplus funds from the previous cycle may be used to reduce or offset future fees.

RECOMMENDATION

That the City Council approve Amendment No. 1 to the Memorandum of Understanding (MOU) between the City and GWMA for administration and cost sharing for the implementation of the coordinated compliance, monitoring and reporting plan for the Dominguez Channel and Los Angeles and Long Beach Harbors Waters Toxic Pollutants Total Maximum Daily Loads and authorize the Mayor to sign the agreement subject to approval of form by the City Attorney.

Kelli Pickler 
Director of Public Works


Thaddeus McCormack
City Manager

AMENDMENT NO. 1 TO MEMORANDUM OF UNDERSTANDING
BETWEEN THE LOS ANGELES GATEWAY REGION INTEGRATED REGIONAL
WATER MANAGEMENT JOINT POWERS AUTHORITY

AND

THE CITIES OF BELLFLOWER, LAKEWOOD, LONG BEACH, PARAMOUNT,
RANCHO PALOS VERDES, ROLLING HILLS, ROLLING HILLS ESTATES, SIGNAL
HILL, AND LOS ANGELES, ACTING BY AND THROUGH ITS BOARD OF HARBOR
COMMISSIONERS, THE COUNTY OF LOS ANGELES, LOS ANGELES COUNTY
FLOOD CONTROL DISTRICT, AND THE PORT OF LONG BEACH

FOR

ADMINISTRATION AND COST SHARING FOR THE IMPLEMENTATION OF THE
COORDINATED COMPLIANCE, MONITORING, AND REPORTING PLAN FOR THE
DOMINGUEZ CHANNEL AND LOS ANGELES AND LONG BEACH HARBORS
WATERS TOXIC POLLUTANTS TOTAL MAXIMUM DAILY LOADS

This First Amendment to the Memorandum of Understanding (“MOU”) dated April 15, 2019, by and between the Los Angeles Gateway Region Integrated Regional Water Management Joint Powers Authority (“GWMA”), a California Joint Powers Authority, and the Cities of Bellflower, Lakewood, Long Beach, Paramount, Rancho Palos Verdes, Rolling Hills, Rolling Hills Estates, Signal Hill, and Los Angeles, acting by and through its Board of Harbor Commissioners (“POLA”), the County of Los Angeles, the Los Angeles County Flood Control District (“LACFCD”), and separately the City of Long Beach Harbor Department, acting by and through its Board of Harbor Commissioners (“Port of Long Beach”) is made and entered into as of July 1, 2024.

RECITALS

WHEREAS, the mission of the GWMA includes the equitable protection and management of water resources within its area; and

WHEREAS, for the purposes of the MOU, the term “Permittees” shall mean the Cities of Bellflower, Lakewood, Long Beach, Paramount, Rancho Palos Verdes, Rolling Hills, Rolling Hills Estates, and Signal Hill, and the County of Los Angeles, the LACFCD, POLA, and the Port of Long Beach; and

WHEREAS, the Permittees and the GWMA are collectively referred to as the “Parties”; and

WHEREAS, the United States Environmental Protection Agency (“EPA”) approved the Total Maximum Daily Loads (“TMDL”) for Toxic Pollutants on March 23, 2012, with the intent of protecting and improving water quality in the Dominguez Channel and the Greater Los Angeles and Long Beach Harbor Waters (“Harbor Toxic Pollutants TMDL”); and

WHEREAS, the Harbor Toxic Pollutants TMDL remains in effect and regulates certain discharges from National Pollutant Discharge Elimination System (“NPDES”) permit holders, requiring organization and cooperation among the Permittees; and

WHEREAS, the Regional Board adopted a new Regional MS4 Permit, NPDES Permit No. CAS004004 via Order No. R4-2021-0105 on July 23, 2021 with an effective date of September 11, 2021; and

WHEREAS, the Harbor Toxic Pollutants TMDL is implemented through the Regional MS4 Permit; and

WHEREAS, the Permittees manage, drain or convey storm water into at least a portion of the Dominguez Channel, Greater Los Angeles and Long Beach Harbor Waters (including Consolidated Slip) and the Los Angeles River Estuary (“Greater Harbor Waters”); and

WHEREAS, the MOU pertains to those areas tributary to the Greater Harbor Waters; and

WHEREAS, the MOU is currently scheduled to expire on December 31, 2024; and

WHEREAS, the Permittees desire to extend the MOU and continue implementing the Coordinated Compliance, Monitoring, and Reporting Plan (“CCMRP”) for the TMDL to ensure compliance with the TMDL and consistency with other regional monitoring programs and usability with other TMDL related studies; and

WHEREAS, monitoring cost increases have increased substantially due to requirements in the revised TMDL, including potential amendments to the existing CCMRP, more extensive chemistry sampling to meet high resolution PCB analysis and others, possible model revisions to address human health sediment quality objectives, potential hot spot investigations, and general cost increases; and

WHEREAS, pursuant to Section 9(m) of the MOU, the Permittees further desire to amend the MOU’s cost share formula in light of the revision to the Harbor Toxic Pollutants TMDL and the new Regional MS4 Permit; and

WHEREAS, the CCMRP was approved by the Regional Board Executive Officer on June 6, 2014; and

WHEREAS, the Regional Board Executive Officer approved a revised CCMRP on November 19, 2019.

WHEREAS, implementation of the CCMRP requires administrative and professional coordination services for the Permittees that the GWMA is able and willing to provide; and

WHEREAS, the Permittees collaborate with the GWMA in the implementation of the CCMRP; and

WHEREAS, GWMA has retained a consultant, Anchor QEA, L.L.C. (“Consultant”) to conduct monitoring necessary to implement the CCMRP will be beneficial to the Permittees; and

WHEREAS, the Permittees have requested an extension to the Consultant’s agreement, and authorized GWMA to extend Consultant’s contract and serve as conduit for paying Consultant to continue implementing and conducting the monitoring set forth in the CCMRP.

NOW, THEREFORE, in consideration of the mutual covenants and conditions set forth herein, the Parties do hereby agree as follows:

Section 1. Recitals. The recitals set forth above are fully incorporated as part of this MOU.

Section 2. Term. Section 6 of the MOU (“Term”) is amended to read as follows:

“Term. The term of this MOU shall commence on the effective date of this Agreement as set forth in the preamble and expire on December 31, 2029, unless terminated earlier pursuant to this MOU.”

Section 3. Monitoring Costs. **Exhibit “A”** (“Monitoring Costs”) is amended in its entirety and replaced with the version attached to this First Amendment.

Section 4. Other NPDES Permit Holders. Subsection 13(a) of the MOU (“Other NPDES Permit Holders”) is amended to read as follows

“(a) Other NPDES Permit Holders.

i. Individual or general NPDES permit holders who are not Permittees but receive Harbor Toxic Pollutants TMDL monitoring requirements in their NPDES permits may wish to participate in the implementation of the CCMRP in order to utilize the CCMRP monitoring data to satisfy all or part of the monitoring and reporting requirements in their NPDES permits. Any such NPDES permit holder may submit a letter of interest to the Chair requesting to become a participant in the CCMRP. The letter of interest at a minimum shall contain a commitment to pay annually for participant status Thirty-Four Thousand Two Hundred Thirty-One Dollars (\$34,231.00), plus any cumulative CPI Adjustment as defined below (“Annual Payment Amount”). The Annual Payment Amount will be annually and cumulatively adjusted during each year of this MOU’s term based upon the percentage change in the Bureau of Labor Statistics’ Consumer Price Index, Los Angeles-Long Beach-Anaheim Area, for the twelve-month period ending on March 1st of the preceding fiscal year (“CPI Adjustment”). The GWMA will use the Annual

Payment Amounts received from individual or general NPDES permit holders to reduce the Monitoring Costs charged to the Permittees.

ii. Upon receipt of the letter of interest, the Chair shall distribute the letter to the Permittees who shall vote on whether to grant the NPDES permit holder participant status. If the Permittees by majority vote determine that participant status should be granted, the Chair shall notify GWMA of the Permittees' approval. Upon receipt of a written notice from the Chair of the Permittees' approval for the NPDES permit holder to participate in the implementation of the CCMRP, the GWMA will enter into a separate cost share agreement with the NPDES permit holder that will require the NPDES permit holder to pay the Annual Payment Amount of Thirty-Four Thousand Two Hundred Thirty-One Dollars (\$34,231.00), plus any applicable CPI Adjustments as set forth in Subsection 13(a)(i). Failure to pay the Annual Payment Amount by the date set forth in the agreement shall result in termination of the NPDES permit holder's participant status. The GWMA will deduct and retain from each NPDES permit holder's Annual Payment Amount an amount based on the percentage rate charged to Non-GWMA Members pursuant to Subsection 9(c)(ii) of this MOU in order to recover the GWMA's Administrative Costs.

iii. An NPDES permit holder accepted as a participant shall not be a Permittee or one of the Parties to this MOU and shall not be entitled to appoint a representative or to vote or participate in any way in decisions assigned to Permittees by this MOU. Participant status entitles an NPDES permit holder only to the monitoring data collected as part of the CCMRP and to have its name included on all reports submitted in accordance with the CCMRP for any fiscal year in which the participant has paid its Annual Payment Amount."

Section 5. Notices. Subsection 7(b) of the MOU ("Notices") is amended to read as follows:

Notices. All Notices which the Parties require or desire to give hereunder shall be in writing and shall be deemed given when delivered personally or three (3) days after mailing by registered or certified mail (return receipt requested) to the following address or as such other addresses as the Parties may from time to time designate by written notice in the aforesaid manner:

To GWMA:

Grace Kast
Executive Officer
Gateway Water Management Authority
16401 Paramount Boulevard
Paramount, CA 90723

To the Permittees:

Len Gorecki
Director of Public Works
City of Bellflower
16600 Civic Center Drive
Bellflower, CA 90706

Kelli Pickler
Director of Public Works
City of Lakewood
5050 Clark Avenue
Lakewood, CA 90712

Tom Modica
City Manager
City of Long Beach
411 W. Ocean Boulevard
Long Beach, CA 90802

Mario Cordero
Chief Executive Officer
Port of Long Beach
415 W. Ocean Boulevard
Long Beach, CA 90802

Lisa Wunder
Acting Director of Environmental Management
Port of Los Angeles on behalf of the City of Los Angeles
425 S. Palos Verdes Street
San Pedro, CA 90713

Adriana Figueroa
Director of Public Works
City of Paramount
16400 Paramount Blvd.
Paramount, CA 90723

Ara Mihranian
City Manager
Rancho Palos Verdes
30940 Hawthorne Blvd
Rancho Palos Verdes, CA 90275

Karina Bañales
City Manager
City of Rolling Hills
2 Portuguese Road
Rolling Hills, CA 90274

Greg Grammer
City Manager
City of Rolling Hills Estates
4045 Palos Verdes Drive North
Rolling Hills Estates, CA 90274

Carlo Tomaino
City Manager
City of Signal Hill
2175 Cherry Avenue
Signal Hill, CA 90755

Thuan Nguyen
Senior Civil Engineer
County of Los Angeles Department of Public Works
900 S. Fremont Avenue
Alhambra, CA 91803

Fred Gonzalez
Los Angeles County Flood Control District
900 S. Fremont Avenue
Alhambra, CA 91803-1331

Section 6. Except for the changes set forth herein, all other terms and conditions of the MOU shall remain in full force and effect.

IN WITNESS WHEREOF, the Parties hereto have caused this First Amendment to the MOU to be executed on their behalf, respectively, as follows:

DATE: _____, 2024

LOS ANGELES GATEWAY REGION
INTEGRATED REGIONAL WATER
MANAGEMENT JOINT POWERS
AUTHORITY

Adriana Figueroa
GWMA Chair

APPROVED AS TO FORM:

Nicholas R. Ghirelli
General Counsel

IN WITNESS WHEREOF, the Parties hereto have caused this MOU to be executed on their behalf, respectively, as follows:

DATE: _____, 2024 CITY OF BELLFLOWER

Name: _____
Mayor

ATTEST:

APPROVED AS TO FORM:

Name: _____
City Clerk

Name: _____
City Attorney

IN WITNESS WHEREOF, the Parties hereto have caused this MOU to be executed on their behalf, respectively, as follows:

DATE: _____, 2024

CITY OF LONG BEACH HARBOR
DEPARTMENT, acting by and through its
Board of Harbor Commissioners

_____, 2024

Chief Executive Director
Long Beach Harbor Department

The foregoing document is hereby approved as to form.

Dawn McIntosh, City Attorney

_____, 2024

Deputy City Attorney

IN WITNESS WHEREOF, the Parties hereto have caused this MOU to be executed on their behalf, respectively, as follows:

DATE: _____, 2024

CITY OF LAKEWOOD

Name: _____
Mayor

ATTEST:

APPROVED AS TO FORM:

Name: _____
City Clerk

Name: _____
City Attorney

IN WITNESS WHEREOF, the Parties hereto have caused this MOU to be executed on their behalf, respectively, as follows:

DATE: _____, 2024 CITY OF LONG BEACH

Name: _____
City Manager

ATTEST:

Name: _____
City Clerk

The foregoing document is hereby approved as to form.

Dawn McIntosh, City Attorney

_____, 2024

Name: _____
Deputy City Attorney

IN WITNESS WHEREOF, the Parties hereto have caused this MOU to be executed on their behalf, respectively, as follows:

DATE: _____, 2024

CITY OF LOS ANGELES, by its Board of Harbor Commissioners

Name: _____
Executive Director

ATTEST:

APPROVED AS TO FORM AND LEGALITY:

_____, 2024
Hydee Feldstein Soto, City Attorney

Name: _____
Board Secretary

_____, General Counsel

By: _____

Name: _____
Deputy City Attorney

IN WITNESS WHEREOF, the Parties hereto have caused this MOU to be executed on their behalf, respectively, as follows:

DATE: _____, 2024

CITY OF PARAMOUNT

Name: _____
Mayor

ATTEST:

APPROVED AS TO FORM:

Name: _____
City Clerk

Name: _____
City Attorney

IN WITNESS WHEREOF, the Parties hereto have caused this MOU to be executed on their behalf, respectively, as follows:

DATE: _____, 2024

CITY OF RANCHO PALOS VERDES

Name: _____
Mayor

ATTEST:

APPROVED AS TO FORM:

Name: _____

Name: _____

City Clerk

City Attorney

IN WITNESS WHEREOF, the Parties hereto have caused this MOU to be executed on their behalf, respectively, as follows:

DATE: _____, 2024

CITY OF ROLLING HILLS

Name: _____
Mayor

ATTEST:

APPROVED AS TO FORM:

Name: _____
City Clerk

Name: _____
City Attorney

IN WITNESS WHEREOF, the Parties hereto have caused this MOU to be executed on their behalf, respectively, as follows:

DATE: _____, 2024

CITY OF ROLLING HILLS ESTATES

Name: _____
Mayor

ATTEST:

APPROVED AS TO FORM:

Name: _____
City Clerk

Name: _____
City Attorney

IN WITNESS WHEREOF, the Parties hereto have caused this MOU to be executed on their behalf, respectively, as follows:

DATE: _____, 2024

CITY OF SIGNAL HILL

Name: _____

Title: _____

ATTEST:

APPROVED AS TO FORM:

Name: _____

Name: _____

City Clerk

City Attorney

IN WITNESS WHEREOF, the Parties hereto have caused this MOU to be executed on their behalf, respectively, as follows:

DATE: _____, 2024

COUNTY OF LOS ANGELES

Name: _____
Director of Public Works

APPROVED AS TO FORM:

Name: _____
County Counsel

IN WITNESS WHEREOF, the Parties hereto have caused this MOU to be executed on their behalf, respectively, as follows:

DATE: _____

LOS ANGELES COUNTY FLOOD
CONTROL DISTRICT
County of Los Angeles
Department of Public Works
Watershed Management Division, 11th Fl.
900 South Fremont Avenue
Alhambra, CA 91803-1331

By:

Name: _____
Chief Engineer

APPROVED AS TO FORM:

County Counsel

Name: _____
Associate

Exhibit "A" Monitoring Costs

Harbor Toxic Downstream Cost Share							
Permittee	Monitoring Cost					Maximum GWMA Admin Cost**	Maximum Annual Cost
	Area (mi ²)	Area Cost	Base Cost	Base Cost plus Area Cost*	Base Cost+Area Per Year		
LACFCD Contribution (flat 10%)	--	--	\$296,700.00	\$296,700	\$59,340	\$44,505	\$68,241
Bellflower (GWMA Member)	4.39	\$85,308	\$80,918	\$166,226	\$33,245	\$8,311	\$34,908
Lakewood (GWMA Member)	7.53	\$146,326	\$80,918	\$227,244	\$45,449	\$11,362	\$47,721
Long Beach (GWMA Member)	39.46	\$766,802	\$80,918	\$847,720	\$169,544	\$42,386	\$178,021
Port of Long Beach (GWMA Member)	11.35	\$220,557	\$80,918	\$301,476	\$60,295	\$15,074	\$63,310
Los Angeles and Port of Los Angeles	20.35	\$395,449	\$80,918	\$476,367	\$95,273	\$71,455	\$109,564
Paramount (GWMA Member)	1.72	\$33,424	\$80,918	\$114,342	\$22,868	\$5,717	\$24,012
Rancho Palos Verdes	3.00	\$58,297	\$80,918	\$139,215	\$27,843	\$20,882	\$32,020
Rolling Hills	0.92	\$17,878	\$80,918	\$98,796	\$19,759	\$14,819	\$22,723
Rolling Hills Estate	0.35	\$6,801	\$80,918	\$87,720	\$17,544	\$13,158	\$20,175
Signal Hill (GWMA Member)	2.18	\$42,363	\$80,918	\$123,281	\$24,656	\$6,164	\$25,889
Unincorporated	0.36	\$6,996	\$80,918	\$87,914	\$17,583	\$13,187	\$20,220
Totals	91.61	\$1,780,200	\$1,186,800	\$2,967,000	\$593,400	\$267,021	\$646,804

Cost Share FY2024-2025 to FY2028-2029 (5 years)						
Other NPDES Permit Holder	Annual Monitoring Cost per Permit Holder	GWMA Direct and Indirect Admin per Permit Holder*	Annual Payment per Permit Holder	Total Base Cost per Permit Holder for 5 Years	Total Direct & Indirect Admin Fee for Permit Holder for 5 Years	Total Cost per Permit Holder***
Individual or General NPDES Permit Holders	\$29,766	\$4,465	\$34,231	\$148,830	\$22,325	\$171,155
Total						\$0.00

Costs Per Activity						
Activity	2024-25	2025-26	2026-27	2027-28	2028-29	Cost FY24/25 - FY28-29
Base Fee+Basin Plan Amendment***	\$417,500	\$603,500	\$651,500	\$358,000	\$936,500	\$2,967,000

* Monitoring costs will vary from year to year however costs will be averaged over the 5 year monitoring program. The average amount will be invoiced yearly.
 ** The GWMA administration cost is as follows: Direct admin fee is 0-5% for GWMA members and 5-10% for non-members. Indirect admin fee is 2-5% for non-members.
 *** Amounts shown are from Anchor QEA's Nov 2023 Proposal
 Permittee costs will be adjusted based on the number of individual NPDES permittees that participate.

RMC Members	
Agencies (30/60 split)	11
LACFCD (10% split)	1
Total	12

Cost Share Breakdown	
Base cost*	30%
Area cost	60%
LACFCD contribution	10%
Total	100%

Rates	
Years	5
GWMA members admin fee floor	0%
GWMA members admin fee ceiling	5%
GWMA non-members admin fee floor	7%
GWMA non-members admin fee ceiling	15%

Individual NPDES Permits	
Private sector permittees	0

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COUNCIL AGENDA

August 13, 2024

TO: The Honorable Mayor and City Council

SUBJECT: Revision to Vehicle Purchasing Policy for Fiscal Years 2024-25 and 2025-26

INTRODUCTION

The Two-Year Adopted Budget for FY 2024-25 and 2025-26 includes appropriations for 40 fleet vehicles and rolling stock equipment totaling \$1,566,000. This includes maintenance trucks, utility vehicles, trailers, a backhoe and miscellaneous equipment.

STATEMENT OF FACT

On September 27, 2022 Council authorized the City Manager to approve the purchase of vehicles included in the FY 2022-23 and FY 2023-24 Adopted Budget after gathering a minimum of three (3) informal bids or “piggy backing” on governmental pricing that was already obtained through a competitive bidding process with an additional 15% contingency.

The City’s Purchasing Policy requires that vehicle purchases with a cost above \$40,000 be awarded by the City Council after a formal bid process or by “piggy-backing” via a cooperative agreement. Historically, this process had not presented a problem, however market and supply chain issues had changed. The time between staff conducting the needed procurement work and presenting to the City Council for award was hindering the City’s ability to successfully purchase the limited number of vehicles available at any given time.

As the effects of inflation and supply chain/delivery issues continue, exacerbated by regulations associated with electric vehicle regulations, staff believes it is necessary to extend the authority granted in 2022 to modify those procedures in a way that still ensures compliance with competitive procurement practices while providing for more flexibility in the timing of the purchase of budgeted vehicles. Staff believes that seeking the authority to move forward with the purchase of budgeted vehicles “en masse” rather than on an individual basis would help streamline the process and increase the City’s ability to purchase and receive vehicles in a more timely manner.

The current policy allows the Council to waive or alter purchasing procedures when “unforeseen circumstances arise that justify an exception to following the provisions of this policy and is in the best interest of the City.” Therefore, staff is recommending that that the City Council temporarily suspend the \$40,000 threshold for FY 2024-25 and 2025-26 (while keeping all current procurement processes in place) and provide the City Manager with the authority to approve the purchase of vehicles included in the FY 2024-25 and 2025-26 Adopted Budget. Lastly, staff is recommending that that the City Council appropriate funds, if needed, where the total cost does not exceed the current Council-authorized budgeted amount by more than 15%.

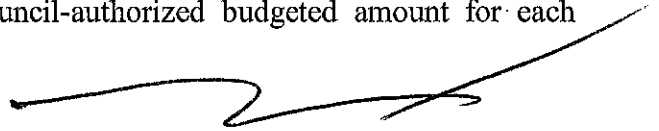
STAFF RECOMMENDATION

It is recommended that the City Council:

1. Authorize the City Manager to approve the purchase of vehicles included in the FY 2024-25 and 2025-26 Adopted Budget after gathering a minimum of three (3) informal bids or “piggy backing” on governmental pricing that was already obtained through a competitive bidding process.
2. Appropriate an additional 15% to the Council-authorized budgeted amount for each proposed vehicle, if needed.



Jose Gomez
Director of Finance and Administrative



Thaddeus McCormack
City Manager

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COUNCIL AGENDA

August 13, 2024

TO: The Honorable Mayor and City Council

SUBJECT: Resolution Approving the Blanket Authority to File Applications for Grant Funds from the Los Angeles County Regional Park and Open Space District for Measure A Funding for Projects and Programs

INTRODUCTION

The Safe, Clean Neighborhood Park, Open Space, Beaches, River Protection and Water Conservation Measure (Measure A) was approved by Los Angeles County voters in November 2016. Measure A funds are derived from an annual special tax on property within Los Angeles County. Measure A provides a formula-based annual allocation for capital improvement projects under the Community-based Park Investment Program and the Neighborhood Parks, Healthy Communities, & Greening Program. The City of Lakewood currently receives funding from the Los Angeles County Regional Park and Open Space District (RPOSD), Measure A annual allocations program.

STATEMENT OF FACT

Agencies who receive annual allocation funds have several options for how they may use their annual allocation, including expend, accrue, bond, and share/transfer. Agencies must inform RPOSD of their plans for using annual allocations. Projects that may be eligible for grant funds under the Community-based Park Investment Program include capital improvement projects at community and local parks, including pocket parks and playgrounds.

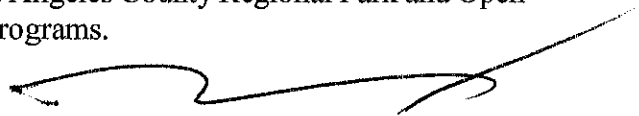
Previously, agencies wishing to submit a grant application through the RPOSD annual allocation program had to obtain approval from their governing body for each individual application prior to submission. Following approval of each application, an individual agreement would be created, specific to each project.

A recent update to the RPOSD Grants Administration Manual (GAM) introduced a new streamlined format, simplifying the process for agencies to access and expend their annual allocation funds. This new format eliminates the need for a separate grant agreement for each project. Instead, RPOSD will require an Annual Allocation Agreement for each participating agency. Once this agreement is executed, individual projects will be reviewed and approved through a Notice to Proceed (NTP). Agencies can have multiple NTPs simultaneously. The NTP process allows agencies to start their projects immediately upon receiving an NTP, without needing an individual grant agreement for each project.

RECOMMENDATION

It is the recommendation of staff that the City Council approve the resolution approving the blanket authority to file applications for grant funds from the Los Angeles County Regional Park and Open Space District for Measure A funding for projects and programs.

Valarie Frost *NF*
Director of Recreation and Community Services



Thaddeus McCormack
City Manager

RESOLUTION NO. 2024-53

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAKEWOOD APPROVING THE BLANKET AUTHORITY TO FILE APPLICATIONS FOR GRANT FUNDS FROM THE LOS ANGELES COUNTY REGIONAL PARK AND OPEN SPACE DISTRICT FOR MEASURE A FUNDING FOR PROJECTS AND PROGRAMS

WHEREAS, the voters of the County of Los Angeles on November 8, 2016, approved the Safe, Clean Neighborhood Parks, Open Space Beaches, Rivers Protection, and Water Conservation Measure (Measure A); and

WHEREAS, Measure A also designated the Los Angeles County Regional Park and Open Space District (the District) to administer said funds; and

WHEREAS, the District has set forth the necessary policies and procedures governing the application for grant funds under Measure A; and

WHEREAS, the District's policies and procedures require the governing body of the City of Lakewood to approve of the filing of an application before submission of said application to the District; and

WHEREAS, said application contains assurances that the City of Lakewood must comply with; and

WHEREAS, City of Lakewood will enter into Agreement(s) with the District to provide funds for acquisition projects, development projects, and/or programs.

NOW, THEREFORE, BE IT RESOLVED THAT THE CITY COUNCIL OF THE CITY OF LAKEWOOD HEREBY RESOLVE AS FOLLOWS:

1. Approves the blanket authority to file applications with the Los Angeles County Regional Park and Open Space District for Measure A Funds for projects or programs; and
2. Certifies that City of Lakewood understands the assurances and will comply with the assurances in the application form; and
3. Appoints the City Manager, or designee, to conduct all negotiations, and to execute and submit all documents including, but not limited to, applications, agreements, amendments, payment requests and so forth, which may be necessary for the completion of projects or programs.

APPROVED AND ADOPTED THIS 13TH DAY OF AUGUST, 2024.

Mayor

ATTEST:

City Clerk

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Reports

COUNCIL AGENDA

August 13, 2024

TO: The Honorable Mayor and City Council

SUBJECT: Approval of Agreement with Consultant to Update Local Hazard Mitigation Plan

INTRODUCTION

Lakewood is subject to a wide range of natural and human-caused hazards, including: earthquakes, floods, dam failures, and windstorms - just to name a few. The impact of a hazard event on the Lakewood community may be minor - a few inches of flood waters - or it may be major – significant damage to critical infrastructure and loss of life and property. The city is required to perform an assessment of these hazards and plan for their mitigation.

The Disaster Mitigation Act (DMA) of 2000 (Public Law 106-390) requires local governments to develop and adopt pre-disaster mitigation plans, known as Local Hazard Mitigation Plans (LHMP), in order to minimize property damage and the risk to public health and safety that might otherwise result from the effects of a natural or man-made disaster. A FEMA-approved plan makes the city eligible for FEMA Pre-Disaster Mitigation and Hazard Mitigation Grant programs. The LHMP assesses risk and vulnerabilities and identifies and prioritizes mitigation projects. FEMA requires the plan to be updated every five years to maintain eligibility for grants and federal disaster relief funds. The city last updated the LHMP in April 2018 and is due to update the plan once again.

STATEMENT OF FACTS

Hazard mitigation planning is the basis for a community's long-term strategy to reduce disaster risk and losses through the ongoing evaluation and analysis of an ever-changing environment. The LHMP identifies Lakewood's known natural and human caused disaster risks. It provides a plan for city staff, stakeholders, and the community to decrease risk and losses through various mitigation efforts. The LHMP creates the framework for risk-based decision making to reduce loss of life and injuries as well as lessen damage to property and the economy from future disasters.

The LHMP is designed to be used as a hazard identification and analysis reference document to help the city reduce or eliminate long-term risk from identified hazards or disasters. The LHMP is a companion document to the City of Lakewood's General Plan - Safety Element.

Lakewood has always maintained a FEMA approved and City Council adopted Local Hazard Mitigation Plan, and remains compliant with all State and Federal regulations for hazard mitigation.

In April 2022, staff submitted a sub-grant application under the California Office of Emergency Services (Cal OES) Pre Disaster Mitigation Competitive Grant Program for funding to complete the next required five year update in 2023. However, due to extraordinary circumstances impacting both FEMA and Cal OES in calendar year 2023 (central CA historic flooding, Lahaina fire, etc.), notice of funding was significantly delayed. In January 2024, staff received notice from Cal OES that FEMA approved the City's application for a total project amount of \$75,000, of which \$67,500 (90%) is federal funding with a required city match of \$7,500 (10%).

In March 2024, City Council approved staff to release a Request for Proposal to solicit professional services for a consultant to perform the update of the city's LHMP. Following a twelve week proposal submission period, two proposals were received. After careful consideration and a thorough interview process by staff, Risk Management Professionals, Inc. (RMP) demonstrated they are the best suited consultant firm to complete the LHMP update.

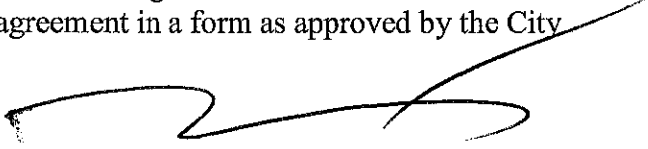
Risk Management Professionals has successfully completed LHMP updates for a diverse array of municipalities, special districts, and public agencies throughout California. RMP has ample experience working with Los Angeles County cities and public agencies to perform LHMP updates, including the cities of Cerritos, Paramount, Downey, Gardena, Hawthorne, and currently the City of Lomita. Staff contacted several cities RMP has served and received very favorable recommendations from all. With their extensive background in hazard mitigation, knowledge of FEMA LHMP guidance and requirements, and excellent working relationship with Cal OES Hazard Mitigation Unit, complimented by their proven history of delivering high-quality, FEMA-approved LHMPs for communities across California, Risk Management Professionals is the best consultant firm to perform Lakewood's LHMP update. Their proposed project approach and timeline to complete the update, through City Council adoption of a FEMA approved plan, aligns with staff's expectations to commence work by September 2024 and be completed by September 2025. Additionally, RMP's proposed total project cost of \$59,846 is within the project budget.

Funding to complete an update of the city's LHMP is included in the FY2024-2025 approved budget, in the amount of \$67,500 from the FEMA Pre-Disaster Mitigation Planning Grant and \$7,500 of General Fund monies.

RECOMMENDATION

Staff recommends the City Council approve an agreement with Risk Management Professionals to facilitate an update of Lakewood's existing Local Hazard Mitigation Plan for an amount not to exceed \$59,846, and authorize the Mayor to sign the agreement in a form as approved by the City Attorney.

Joshua Yordt
Director of Public Safety


Thaddeus McCormack
City Manager

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TO: The Honorable Mayor and City Council

SUBJECT: Amendment to Agreement with Salvation Army for Additional Shelter Beds

INTRODUCTION

Lakewood began contracting with Salvation Army July 1, 2023 for dedicated shelter beds at their Bell Shelter. The beds are for the exclusive use of Lakewood based homeless. The program has been successful in providing an opportunity for Lakewood based homeless to receive interim housing along with robust support services.

STATEMENT OF FACT

Lakewood entered into an agreement with Salvation Army for four (4) dedicated crisis shelter beds at their Bell Shelter facility for a one year term, July 1, 2023 through June 30, 2024. Due to the success and high demand for interim housing, the number of beds was increased to eight (8) beginning February 1, 2024. The agreement was renewed June 11, 2024 for an additional one year term of July 1, 2024 through June 30, 2025.

Bell Shelter provides a comprehensive scope of support services for individuals experiencing homelessness, to include case management, supportive and transitional housing, individual and group counseling to help clients overcome emotional and psychological barriers, drug and alcohol treatment services, alternative sentencing for non-violent offenders, job search assistance, dedicated reintegration program for Veterans, adult education and mobile medical services. The shelter provides services to over 350 individuals on a daily basis.

The Homeless Services Liaison that serves Lakewood is the primary point of contact to provide outreach to individuals, assess and confirm interest in entering the shelter, completing and submitting the requisite referral to Bell Shelter and assisting to arrange transportation and physical intake of the individual at the shelter. Through her outreach efforts, she has established a rapport with individuals which has led to more people willing to enter the shelter when a bed becomes available. The Homeless Services Liaison has successfully maintained Lakewood's dedicated beds full and has indicated additional dedicated beds would be beneficial to those experiencing homelessness in Lakewood.

Staff recommends amending the agreement with Salvation Army to add an additional seven (7) beds, bringing the total number of dedicated beds to fifteen (15). Staff has confirmed with the Bell Shelter that they have sufficient number of shelter beds to accommodate the increase for the remainder term. Increasing the numbers of bed by seven (7) would require an additional allocation of \$123,900 in the approved FY 2024-2025 budget. General Fund monies that were converted from American Rescue Plan Act funds are available to cover the additional budget allocation.


The recommendation to increase the number of dedicated shelter beds was presented to and discussed with the Public Safety Committee at their meeting of July 16, 2024. The Committee supported staff's recommendation and recommended City Council approve an agreement amendment with Salvation Army.

RECOMMENDATION

Staff recommends City Council:

1. Approve an agreement amendment with Salvation Army for dedicated crisis shelter beds at the Bell Shelter, increasing the number of beds from eight (8) to fifteen (15) effective September 1, 2024, and authorize the Mayor to sign the agreement amendment in a form as approved by the City Attorney, and
2. Authorize an additional appropriation of \$123,900 of General Fund monies, converted from American Rescue Plan Act funds, in the FY2024-2025 approved budget in account 10103600-51000 for the additional seven (7) dedicated shelter beds.

Joshua Yordt
Director of Public Safety



Thaddeus McCormack
City Manager

AMENDMENT NO. 3 TO AGREEMENT BY AND BETWEEN THE CITY OF LAKEWOOD AND THE SALVATION ARMY FOR CRISIS SHELTER BEDS

This Amendment No. 3 is made by and between the City of Lakewood (hereinafter "Contractor") and The Salvation Army, a California corporation (hereinafter "TSA") is entered into as of September 1, 2024.

WHEREAS, Contractor and TSA entered into an Agreement dated July 1, 2023 ("Agreement") for TSA to provide dedicated crisis shelter beds to Contractor;

WHEREAS, the parties now desire to amend the Agreement to increase the number of dedicated crisis shelter beds provided to Contractor by TSA.

NOW, THEREFORE, City of Lakewood and TSA agree as follows:

1. Section 5, Compensation and Payment, of the Agreement is amended as follows:
Contractor's rate of \$58.50 per bed night for fifteen (15) beds, not to exceed a total compensation of \$298,898.50, for the term of this Agreement.
2. Except as provided in this Amendment No. 3, all other terms of the Agreement remain in full force and effect.

By the signatures of their authorized representatives below, TSA and Contractor have entered into this Amendment Number Three as of the date set forth above.

City of Lakewood

The Salvation Army,
a California corporation

By: _____
Todd Rogers, Mayor

By: _____

Date: _____

Title: _____

Date: _____

Attest:

City Clerk

By: _____

Title: _____

Date: _____

Date: _____

Approved as to Form:

City Attorney

Date: _____

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COUNCIL AGENDA

August 13, 2024

TO: The Honorable Mayor and City Council

SUBJECT: Fall/Winter Recreation Programs and Events

INTRODUCTION

From youth sports activities to community service initiatives, the Recreation and Community Services department plays a central role in creating opportunities that enrich the lives of all those who participate in the many programs and activities offered. Registration for 2024 fall classes began over the Labor Day weekend and classes will start on Monday, September 30 and run through January 2025.

STATEMENT OF FACT

The seasonal recreation catalog is the guidebook for recreation programs, activities and events scheduled at city parks and community centers. The catalog will be mailed to all residents and made available online beginning Thursday, August 29. Additionally, a limited number of hard copies of the catalog are available for pick up at Lakewood parks, community centers, and Lakewood City Hall. Falling in line to promote this season's recreational opportunities, the catalog lists over 375 classes and workshops. The cover features the statement "Fall into Fun" and is accompanied by pictures of special events and activities that take place during the fall season.

After-School and School Vacation Supervision

Lakewood's Recreation and Community Services Department is dedicated to keeping city parks a healthy and fun place for kids to enjoy self-directed activities after school. Clean, safe parks overseen by trained recreation staff are a great place for kids to be creative, active and to socialize with friends. Kids can check out supplies to use while enjoying the park, and return to park staff when done, including:

- Playground equipment
- Board games
- Arts and crafts supplies

Park supervision hours adjust to school schedules to provide additional supervision on early dismissal days and holidays.

For the traditional two-week winter holiday school recess, winter excursions will be offered for children ages 6-12 departing from Mayfair Park. The first excursion will be offered Friday, December 27 with a trip to Sky Zone. The second excursion will be offered Friday, January 3 with a trip to Boomers Amusement Park. Prior to and following the excursion, traditional camp activities such as arts and crafts and sports programs will be held at the park to keep participants entertained throughout the day.

Facility supervision schedules at most city parks are:

	August 26 – November 2	November 3 – March 8, 2025
Monday – Friday	3 – 6 p.m.	3 – 5 p.m.
Saturday	9 a.m. – 6 p.m.	9 a.m. – 5 p.m.
Sunday/School Holidays	12 noon – 6 p.m.	12 noon – 5 p.m.
All parks are closed on Thanksgiving Day, Christmas Eve and Christmas Day		

Teen Programs

The Lakewood Youth Center and Teen Resource Center at Bloomfield Park will provide a slate of educational and social programs as well as volunteer opportunities for teens in Lakewood. Both centers are open daily and offer a variety of amenities including gaming systems, computers, air hockey, ping-pong, movies and music. Additionally, specialized programming opportunities include Fusion Fridays at the Youth Center and Super Saturdays at the Teen Resource Center.

Middle and High School students can join the Lakewood Teen Action Committee to earn community service hours, meet teens from other schools, gain work experience through volunteering at parks and at special events, learn life skills and plan events for teens. The 2024-25 volunteer kick-off meeting will be held on Saturday, September 21 from 10 a.m. – 12 p.m. at the Lakewood Youth Center.

The Annual College Fair returns to The Centre on Tuesday, October 8. Over 50 colleges from across the country are expected to host a display booth and over 400 students and caregivers are anticipated to attend.

Lakewood Youth Sports

The Lakewood Youth Sports (LYS) program continues to be a core focus area of recreational opportunities for youth in Lakewood, providing young residents a free, fun, and inclusive sports atmosphere to learn athletic skills and the value of sportsmanship. The fall season will offer flag football, volleyball and volleytennis. Registration took place August 3 through August 17. There is no fee for Lakewood residents. Non-resident registration is \$20 per athlete.

The flag football program will offer three divisions. The Rookie Division, for ages 4-5, offers participants a fun introduction to flag football fundamentals using a foam football and modified rules for fun with minimal competition. The Smurf Division, for ages 6-7, offers participants a non-competitive league to prepare athletes for the transition from Smurf to competitive play. The Competitive Division is for youth ages 8-17.

The volleytennis program, for ages 8-9, is a fast-moving game played like volleyball with a modified format where the ball is allowed to bounce during play. Volleyball is offered for participants ages 10-17. Players are assigned to teams for league play and city championships.

Teams will practice and play on weekday evenings and Saturdays. Volleyball teams will practice and play games at the Hoover Middle School gymnasium. LYS practices began the week of September

2, while league games will be played September 21 through November 9. Playoffs will conclude by Saturday, November 16.

Older Adult Programming

Lakewood's senior population will also find many opportunities to stay busy this fall. At the Burns Community Center, fitness classes, including a cardio circuit class, stretching, walking club, and chair volleyball, are offered daily, with a few of the more popular classes meeting twice per week. The competitive pickleball group attracts over 150 members and will continue to offer five meeting times a week, with three days of morning play and two days of evening play. Also scheduled this fall are regular programs including: two driving courses sponsored by AARP; three Canvas and Cupcake classes; two Bunco parties; two seasonal cookie decorating classes; two Trivia Nights and a new Spooky Signs class.

Daily activities at the Weingart Senior Center are going strong and include a variety of classes that keep older adults interested and engaged. The fitness room provides stationary bikes, treadmills, and weights, and is open for daily use. Additionally, recreation staff leads and conducts fitness classes including chair exercise, mat exercise, aerobics and cardio salsa. A variety of dance, art, handicraft, and other recreation programs are also offered throughout the week. Karaoke Dance and Sing is currently offered twice per month. The Human Services Association Nutrition Program provides in-person congregate dining five days per week. Additionally, the 42nd annual Fall Craft Festival will take place on Saturday, September 28 from 10 a.m. to 3 p.m., inviting sellers age 50+ to sell a variety of handmade items at reasonable prices. The 13th annual Older Adults Benefits Fair takes place at Weingart Senior Center on Monday, October 21 from 10 a.m. to noon. Representatives of various health plans will help seniors compare benefits.

Fall Special Events

The City of Lakewood will commemorate Patriot Day with a flag-lowering ceremony from 6:30-7 p.m. on Wednesday, September 11 in the east parking lot at Lakewood City Hall. The 30 minute ceremony includes the presentation of the colors, remarks from Mayor Todd Rogers, patriotic musical performances, and a moment of silence. At the conclusion of the event, Los Angeles County Sheriff's Department trumpet players will play as the nation's flag is lowered for the night.

The fall issue of the catalog promotes several special events including the Play at Palms series of events featuring a different event at Palms Park on the second Friday of each month. The series begins September 13 with a Concert in the Outfield featuring "The Trip." A Movie Night under the Stars will be offered on October 11, featuring "Ghostbusters: Frozen Empire." On November 8, the Harvest Festival will help participants get ready for fall with a train ride, inflatable attractions, face painting, a petting zoo and games, and on January 10, Ranger Jack performs amazing educational songs and captivating puppetry. These events are free for the community to attend.

This year the fourth annual Fest-Of-All multi-cultural food and music festival will be held on Saturday, October 12 from 2 to 8 p.m. at Lakewood Center in the large parking area south of El Torito and west of Target. Representing a wide variety of cultures, Fest-Of-All will include the following key event elements:

- Multi-Cultural Food Court
- Two entertainment stages—with a wide variety of musical acts and dance performers
- Family Fun Zone with inflatable attractions
- Craft Village
- Children's Cultural Booth
- Community display booths for Lakewood non-profit organizations

The Lollipop Lane Craft Boutique will once again take place at Mayfair Park on Saturday, October 19 from 9 a.m. to 3 p.m. This shopping venue will feature over 100 vendors, many of whom are Lakewood residents, selling affordable handmade craft and gift items.

Halloween

Lakewood's Halloween carnivals will take place at eight parks on Thursday, October 31 from 6 to 8:30 p.m. The free carnivals feature game booths and contests in a safe Halloween environment for youngsters 6 to 12 years of age. Over 200 attractions for preschool and school-age children will be featured. Winners will receive candy and novelty prizes at each booth. Special contests and games are scheduled throughout the evening, highlighted by a costume parade for all ages at 7 p.m. Popular attractions include the haunted house, specially designed for children 6 to 11 years old, which will be open throughout the evening at Bolivar, Del Valle, Palms and San Martin Parks. Mayfair Park will also have inflatable bounce houses, obstacle courses, and extreme attractions on site for additional Halloween fun for a minimal cost.

Project Shepherd

The Project Shepherd Holiday Program will support Lakewood families in need with canned food, grocery store gift cards and gifts for children this holiday season. Local schools will be encouraged to support efforts with a food drive this year. Children enrolled in the Project Shepherd program can request individualized gifts through the Teddy Bear Tree Program. Community members, employee groups, churches, and businesses throughout the city traditionally fulfill gift requests for this holiday giving program. Virtual options such as online donations and the Amazon Gift Registry will once again be offered this year. Registration for the Project Shepherd Program opens on Monday, November 4 at the Burns Community Center and Palms Park, with distribution of gifts and food on Friday, December 13th and Saturday, December 14th.

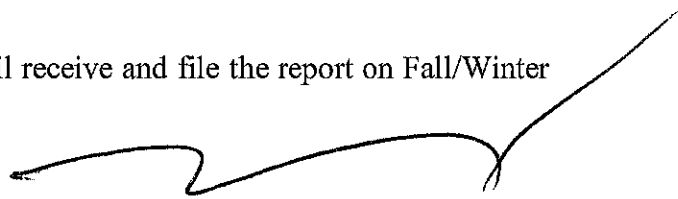
SUMMARY

The Recreation and Community Services department's after-school programs, youth sports leagues, programs for older adults, community special events, and contract classes continue to provide residents with opportunities to learn, be active, have fun, and connect with the community.

RECOMMENDATION

It is the recommendation of staff that the City Council receive and file the report on Fall/Winter Recreation Programs and Events.

Valarie Frost, Director *VF*
Recreation and Community Services



Thaddeus McCormack
City Manager

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*Housing
Successor*

**CITY OF LAKEWOOD SUCCESSOR AGENCY - HOUSING
FUND SUMMARY 7/3/2024**

In accordance with section 2521 of the Lakewood Municipal Code, presented herewith is a summary of obligations to be paid by the City of Lakewood. Each of the following demands has been audited by the Director of Finance and Administrative Services and approved by the City Manager.

3901	HOUSING SUCCESSOR AGENCY	18,000.00
		<hr/>
		18,000.00

Council Approval

Date

City Manager

Attest

City Clerk

Director of Finance and Administrative Services

**CITY OF LAKEWOOD SUCCESSOR AGENCY - HOUSING
SUMMARY CHECK REGISTER**

<u>CHECK DATE</u>	<u>VENDOR NAME</u>	<u>CHECK AMOUNT</u>
07/03/2024	ALPERIN, SARAH AND	18,000.00
	Totals:	<u>18,000.00</u>