

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

June 28, 2016, 7:30 p.m.

CALL TO ORDER

INVOCATION: Pastor Chuck Franco, Life Center Church

PLEDGE OF ALLEGIANCE: Lightning Camp Fire Club

ROLL CALL: Mayor Ron Piazza
Vice Mayor Diane DuBois
Council Member Steve Croft
Council Member Todd Rogers
Council Member Jeff Wood

ANNOUNCEMENTS AND PRESENTATIONS:

Presentation by Robert Shappley of Lakewood Regional Medical Center Regarding Project Shepherd Food Bank "Healthy Over Hungry Cereal Drive"

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 Approval of Minutes of the Meetings held June 14, 2016

RI-2 Approval of Personnel Transactions

RI-3 Approval of Registers of Demands

RI-4 Adoption of Resolution No. 2016-26; Amending Employer Paid Sick Leave Policy for Part-Time, Temporary and Seasonal Employees

RI-5 Approval of License Agreement with Southern California Edison for Use of Community Gardens

RI-6 Approval of License Agreement with Southern California Edison for Use of Rynerson Park

RI-7 Authorizing Removal of Disabled Person Parking Restriction, Resolution No. 2016-27

RI-8 Approval of Reappointment to the Southeast Los Angeles County Workforce Development Board

PUBLIC HEARINGS:

- 1.1 Consideration of the Budget for Fiscal Year 2016-17 and 2017-18
 - a. Presentation of Report by City Manager

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PUBLIC HEARINGS: Continued

1.1 Consideration of the Budget for Fiscal Year 2016-17 and 2017-18

b. Presentation by Lakewood Sheriff's Station Captain

c. Memorandum from City Attorney

d. Adoption of Resolution No. 2016-28; Amending the Biennial Budget for Fiscal Years 2014-2015 and 2015-2016 and Authorizing the Appropriation of Reserve Funds into Appropriate Funds as of June 30, 2016

e. Adoption of Resolution No. 2016-29; Determining the Total Annual Appropriation Subject to Limitation of the City of Lakewood for Fiscal Year 2016-2017

f. Adoption of Resolution No. 2016-30; Adopting the Biennial Budget and Appropriating Revenue for the Fiscal Years 2016-17 and 2017-2018

1) Adoption of Resolutions No. 2016-31 and No. 2016-32; Certifying to City Light and Power Lakewood that Basic Fee Payments Have Been Included in the Budget

2) Adoption of Governmental Fund Balance Policy

3) Adoption of Resolution No. 2016-33; Establishing Benefits, Classifications and Compensation of City Officers & Employees

4) Adoption of Resolution No. 2016-34; Establishing Compensation, Rules and Regulations for Part-time Employees

5) Adoption of Resolution No. 2016-35; Renewing an Agreement for a Community Recreation Program with the ABC Unified School District

6) Adoption of Resolution No. 2016-36; Renewing an Agreement Between the City and Community Family Guidance Center

7) Adoption of Resolution No. 2016-37; Renewing an Agreement Between the City and Human Services Association (HSA)

8) Adoption of Resolution No. 2016-38; Renewing an Agreement Between the City and Lakewood Meals on Wheels

9) Adoption of Resolution No. 2016-39; Renewing an Agreement Between the City and Pathways Volunteer Hospice

10) Approval of Agreement for Memorandum of Understanding with Diamond Environmental Services

11) Approval of Agreement with Emergency Planning Consultants for Update of the Lakewood Emergency Operations Plan

12) Approval of Agreements with LandCare for Median Landscape Maintenance and Mowing Services

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PUBLIC HEARINGS: Continued

1.1 Consideration of the Budget for Fiscal Year 2016-17 and 2017-18

- 13) Approval of Amendment to Agreement with Merchants Building Maintenance for Custodial Services
- 14) Approval of Agreement for Memorandum of Understanding with Nestle Waters
- 15) Approval of Agreement for Charter Bus Services with Pacific Coachways
- 16) Approval of Amendment to the Agreement with Sandi Mercer Ranch for the Lakewood Equestrian Center
- 17) Approval of Agreement with Thank Goodness It's Sofia Catering, Inc. for Catering and Concession Services
- 18) Approval of Agreement with Trend Offset Printing for Catalog Publications
- 19) Approval of Professional Services Agreement with Dive/Corr, Inc. for Water Storage Facility Inspection
- 20) Approval of Agreement with HTS Environmental Services for Hazardous Material Disposal
- 21) Approval of Agreement with Sedaru for Utility Management System
- 22) Approval of Agreement with Water Well Supply for Maintenance of Water Production Facilities
- 23) Approval of Agreement with Abilita LA for Telecommunications Services
- 24) Approval of Extension of Agreement for Engineering Services with Associated Soils Engineering
- 25) Approval of Extension of Agreement for Hardscape Maintenance with CJ Construction
- 26) Authorize Purchase Order with CR&R, Inc. for Street Sweeping Debris Recycling
- 27) Approval of Purchase Order with Dekra-Lite for Centre Decor
- 28) Approval of Extension of Agreement for Electrical Contracting Services with Fineline Electric
- 29) Approval of Amendment to Agreement for Storm Water Services with John L. Hunter & Associates
- 30) Approval of Extension of Agreement for Elevator Maintenance and Repair Services with Liftech Elevator Services
- 31) Approval of Extension of Agreement for Transportation Planning and Engineering Services Agreement with LSA Associates, Inc.
- 32) Approval of Amendment to Agreement for On Call Architectural Services with Meyer & Associates

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PUBLIC HEARINGS: Continued

1.1 Consideration of the Budget for Fiscal Year 2016-17 and 2017-18

- 33) Approval of Extension of Agreement with Musco Lighting for Athletic Field Lighting Services
- 34) Approval of Extension of Agreement for Engineering and Traffic Survey Services with Newport Traffic Studies
- 35) Approval of Amendment to Agreement for Environmental Consulting Services with Nicholls Consulting
- 36) Approval of Agreement for HVAC Maintenance Services with Ram Air Engineering, Inc.
- 37) Approval of Extension of Agreement for Environmental Services with S.C.S. Consultants
- 38) Approval of Amendment to Agreement for Animal Control Services with SEAACA
- 39) Approval of Extension of Agreement for Street Banner Marketing Program with Sierra Installations, Inc.
- 40) Approval of Amendment to Agreement for Fire and Security Alarm Services with Stanley Convergent Solutions
- 41) Approval of Amendment to Agreement for Tree Maintenance with West Coast Arborists
- 42) Approval of Amendment to Agreement for Engineering Services with Willdan
- 43) Approval of Agreement for Reimbursement for Fingerprint Identification Specialists
- 44) Approval of Agreement for Advanced Surveillance and Protection (ASAP) Maintenance with Convergent Technologies
- 45) Approval of Agreement with Macerich Lakewood LP for Law Enforcement Services at Lakewood Center Mall
- 46) Approval of Agreement for Helicopter Maintenance with STEAM Aircraft
- 47) Approval of Amendment to the Gonsalves Service Agreement, Resolution No. 2016-40
- 48) Approval of Agreement with Western Printing and Graphics for Preparation of City Informational Periodicals
- 49) Approval of Extension of Reimbursement Agreement for Long Beach Transit Fixed Route and Dial-A-Lift Services
- 50) Approval of Renewal of Agreement with Fair Housing Consulting Services
- 51) Approval of Agreement for the Fix Up/Paint Up Program
- 52) Adoption of Resolution No. 2016-41; Establishing Revised Fee for Development Review Board, and Resolution No. 2016-42; Establishing Revised Fee for Preparation and Maintenance of General Plan and Related Environmental Documents

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PUBLIC HEARINGS: Continued

1.1 Consideration of the Budget for Fiscal Year 2016-17 and 2017-18

53) Adoption of Resolution No. 2016-43; Adjusting Residential Refuse Rates

54) Adoption of Resolution No. 2016-44; Pertaining to Water Rates and Charges; and Water Related Fees and Deposits Schedule

55) Approval of Amendment to Agreement for Refuse Collection with EDCO Waste Services

56) Approval of Agreement with Southern California Gas Company - Energy Leader Partnership

57) Approval of Renewal of Agreement for Information Technology Support with Brea IT

58) Approval of Amendment of Agreement with Infosend, Inc. for Printing, Mailing and Online Bill Pay Services

59) Approval of Agreement with Pun Group LLC for Audit Services

60) Approval of Amendment to the Agreement with the City Manager

1.2 2015 Urban Water Management Plan Update, Resolution No. 2016-45

LEGISLATION:

2.1 Second Reading and Adoption of Ordinance No. 2016-3; Amending the Lakewood Municipal Code to Treat Animal Control Related Violations as Infractions

ORAL COMMUNICATIONS:

CLOSED SESSION:

PUBLIC EMPLOYEE PERFORMANCE EVALUATION, Pursuant to Government Code §54957

Title: City Manager

ADJOURNMENT

Any qualified individual with a disability that would exclude that individual from participating in or attending the above meeting should contact the City Clerk's Office, 5050 Clark Avenue, Lakewood, CA, at 562/866-9771, ext. 2200; at least 48 hours prior to the above meeting to ensure that reasonable arrangements can be made to provide accessibility to the meeting or other reasonable auxiliary aids or services may be provided.

Copies of staff reports and other writings pertaining to this agenda are available for public review during regular business hours in the Office of the City Clerk, 5050 Clark Avenue, Lakewood, CA 90712

Routine Items

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

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COUNCIL AGENDA

June 28, 2016

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>
1. FULL-TIME EMPLOYEES			
A. Appointments			
None			
B. Changes			
David Fitzjurls	Water Maintenance Worker	10A to	06/19/2016
	Water Utility Worker	12A	
Jason Hammer	Water Maintenance Worker	10A to	06/05/2016
	Sr. Water Utility Worker	15A	
Sue Lane	Sr. Water Maintenance Worker	15A to	06/19/2016
	Sr. Water Utility Worker	15A	
Ronald Martin	Sr. Water Maintenance Worker	15A to	06/19/2016
	Water Utility Worker	15A	
Javier Mendez	Sr. Water Maintenance Worker	15A to	06/19/2016
	Sr. Water Utility Worker	15A	
Hector Moreno	Water Maintenance Worker	10A to	06/19/2016
	Water Utility Worker	12A	
David Munoz	Water Maintenance Worker	10A to	06/19/2016
	Water Utility Worker	12A	
Karen Murray	Administrative Assistant I	16B to	06/19/2016
	Administrative Assistant II	22B	
Robert Tovar	Water Maintenance Worker	10A to	06/19/2016
	Water Utility Worker	12A	
C. Separations			
Kimberly McDowell	Sr. Project Manager	36B	06/16/2016

2. PART-TIME EMPLOYEES

A. Appointments

None

B. Changes

None

C. Separations

Mitchell Eynon

Community Services Officer

B

06/20/2016

Lisa Novotny
Assistant City Manager



Howard L. Chambers
City Manager



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**CITY OF LAKEWOOD
FUND SUMMARY 6/9/2016**

In accordance with section 2521 of the Lakewood Municipal Code there is presented herewith a summary of obligations to be paid by voucher 70411 through 70548. Each of the following demands has been audited by the Director of Administrative Services and approved by the City Manager.

1010	GENERAL FUND	270,850.65
1020	CABLE TV	325.00
1030	CDBG CURRENT YEAR	41,501.50
1050	COMMUNITY FACILITY	9,588.83
3060	PROPOSITION "A"	12,277.83
3070	PROPOSITION "C"	1,020.00
5010	GRAPHICS AND COPY CENTER	3,108.14
5020	CENTRAL STORES	1,203.52
5030	FLEET MAINTENANCE	5,163.11
6020	GEOGRAPHIC INFORMATION SYSTEM	6.54
7500	WATER UTILITY FUND	214,054.39
8030	TRUST DEPOSIT	5,516.60
		<hr/>
		564,616.11

Council Approval

Date

City Manager

Attest

City Clerk

Director of Administrative Services

**CITY OF LAKEWOOD
SUMMARY CHECK REGISTER**

CHECK #	CHECK DATE	VEND #	VENDOR NAME	GROSS	DISC.	CHECK AMOUNT
70411	06/09/2016	62243	4IMPRINT	1,925.93	0.00	1,925.93
70412	06/09/2016	4842	A T & T CORP	371.90	0.00	371.90
70413	06/09/2016	4855	ALLEGIS GROUP HOLDINGS. INC.	2,357.00	0.00	2,357.00
70414	06/09/2016	2701	AIRE RITE A/C & REFRIGERATION INC	286.00	0.00	286.00
70415	06/09/2016	4763	ALBANO'S PLUMBING. INC.	570.00	0.00	570.00
70416	06/09/2016	65668	ANICETO. SANDRA	939.25	0.00	939.25
70417	06/09/2016	4724	ARC DOCUMENT SOLUTIONS. LLC	118.50	0.00	118.50
70418	06/09/2016	49803	BANG DAVID ASSOCIATES INC	10,634.68	0.00	10,634.68
70419	06/09/2016	66012	BARTKUS. KRISTIN	806.00	0.00	806.00
70420	06/09/2016	66044	BENNETT-BOWEN & LIGHTHOUSE INC	250.70	0.00	250.70
70421	06/09/2016	60304	BSN SPORTS	444.73	0.00	444.73
70422	06/09/2016	4877	MARTIN. KEVIN JOSEPH	1,683.24	0.00	1,683.24
70423	06/09/2016	48469	BURWELL MICHAEL RAY	1,020.00	0.00	1,020.00
70424	06/09/2016	307	CALIF. STATE DISBURSEMENT UNIT	155.07	0.00	155.07
70425	06/09/2016	53983	CALIF STATE FRANCHISE TAX BOARD	175.00	0.00	175.00
70426	06/09/2016	6600	CALIFORNIA STATE DEPT OF JUSTICE	6,846.00	0.00	6,846.00
70427	06/09/2016	59274	CERTIFIED PLANT GROWERS INC	370.60	0.00	370.60
70428	06/09/2016	64932	CJ CONSTRUCTION INC	7,194.00	0.00	7,194.00
70429	06/09/2016	56941	COCA COLA REFRESHMENTS USA INC	1,949.28	0.00	1,949.28
70430	06/09/2016	4263	CORCORAN. JAMES	975.00	0.00	975.00
70431	06/09/2016	4380	CAPITAL ONE NATIONAL ASSOCIATION	199.76	0.00	199.76
70432	06/09/2016	4890	DATABASE SYSTEMS CORP	57.98	0.00	57.98
70433	06/09/2016	4498	DELTA DENTAL INSURANCE COMPANY	1,288.12	0.00	1,288.12
70434	06/09/2016	56889	DELTA DENTAL OF CALIFORNIA	7,095.70	0.00	7,095.70
70435	06/09/2016	27200	DICKSON R F CO INC	40,967.21	0.00	40,967.21
70436	06/09/2016	60241	ONE LEVEL WORLD	649.17	0.00	649.17
70437	06/09/2016	4875	ELITE SPECIAL EVENTS INC	3,150.00	0.00	3,150.00
70438	06/09/2016	4862	FACILITY SERVICES - NEVADA INC	2,020.00	0.00	2,020.00
70439	06/09/2016	3946	FERGUSON ENTERPRISES INC	999.53	0.00	999.53
70440	06/09/2016	4673	FIGHTING CLASSICS AIRCRAFT	500.00	0.00	500.00
70441	06/09/2016	61688	FULL COMPASS SYSTEMS LTD	517.80	0.00	517.80
70442	06/09/2016	3188	GALLS LLC/OUARTERMASTER LLC	196.70	0.00	196.70
70443	06/09/2016	3820	PLAYCORE WISCONSIN INC	47,906.41	0.00	47,906.41
70444	06/09/2016	58692	GATEWAY CITIES COUNCIL OF GOV'TS	26,301.96	0.00	26,301.96
70445	06/09/2016	13030	ACCO BRANDS USA LLC	87.57	0.00	87.57
70446	06/09/2016	56711	GILLIBRAND P W CO INC	4,551.19	0.00	4,551.19
70447	06/09/2016	4836	GONZALEZ. RAMIRO	2,150.00	0.00	2,150.00
70448	06/09/2016	33150	GRAINGER W W INC	137.02	0.00	137.02
70449	06/09/2016	61769	GRAUTEN. EVELYN R	617.50	0.00	617.50
70450	06/09/2016	62491	HANDS ON MAILING &	325.00	0.00	325.00
70451	06/09/2016	65575	HAP'S AUTO PARTS	120.63	0.00	120.63
70452	06/09/2016	35477	HARA M LAWNMOWER CENTER	2,319.35	0.00	2,319.35
70453	06/09/2016	42031	HOME DEPOT	771.76	0.00	771.76
70454	06/09/2016	4766	NEILL. SAM	285.00	0.00	285.00

**CITY OF LAKEWOOD
SUMMARY CHECK REGISTER**

CHECK #	CHECK DATE	VEND #	VENDOR NAME	GROSS	DISC.	CHECK AMOUNT
70455	06/09/2016	4622	JHM SUPPLY INC	423.53	0.00	423.53
70456	06/09/2016	59873	JJS PALOMO'S STEEL INC	128.62	0.00	128.62
70457	06/09/2016	51513	JOBS AVAILABLE INC	312.00	0.00	312.00
70458	06/09/2016	63573	KDC INC	2,340.00	0.00	2,340.00
70459	06/09/2016	53311	LAKEWOOD MEALS ON WHEELS	875.00	0.00	875.00
70460	06/09/2016	18550	LAKEWOOD. CITY OF	73.86	0.00	73.86
70461	06/09/2016	60828	LIGHTING RESOURCES LLC	655.22	0.00	655.22
70462	06/09/2016	20950	LOS ANGELES CO ASSESSOR	648.55	0.00	648.55
70463	06/09/2016	36844	LA COUNTY DEPT OF PUBLIC WORKS	5,142.74	0.00	5,142.74
70464	06/09/2016	59113	MACRO AUTOMATICS	2,137.11	0.00	2,137.11
70465	06/09/2016	58414	MANAGED HEALTH NETWORK	363.66	0.00	363.66
70466	06/09/2016	60839	MARKOPULOS. CYNTHIA	71.50	0.00	71.50
70467	06/09/2016	23130	MC MASTER-CARR SUPPLY CO	9.44	0.00	9.44
70468	06/09/2016	4625	MERCHANT'S BUILDING MAINTENANCE LLC	250.00	0.00	250.00
70469	06/09/2016	46696	MEYER & ASSOCIATES	60,652.00	0.00	60,652.00
70470	06/09/2016	52588	MILLER DON & SONS	25.68	0.47	25.21
70471	06/09/2016	4190	NATIONAL UNION FIRE INSURANCE CO	707.00	0.00	707.00
70472	06/09/2016	47554	OFFICE DEPOT BUSINESS SVCS	323.64	0.00	323.64
70473	06/09/2016	4719	JOYCE LOU. INC.	281.75	0.00	281.75
70474	06/09/2016	4722	PERMECO INC	2,430.00	0.00	2,430.00
70475	06/09/2016	51171	PERS LONG TERM CARE PROGRAM	282.40	0.00	282.40
70476	06/09/2016	4459	READWRITE EDUCATIONAL SOLUTIONS INC	51.35	0.00	51.35
70477	06/09/2016	56359	S Y NURSERY	961.76	0.00	961.76
70478	06/09/2016	65297	S.T.E.A.M.	11,416.16	0.00	11,416.16
70479	06/09/2016	42819	SEMENSE-MAYBERRY. JOSEFINA	250.00	0.00	250.00
70480	06/09/2016	4468	SHERRARD. DONNA HOUSTON	230.10	0.00	230.10
70481	06/09/2016	52279	SMART & FINAL INC	215.74	0.00	215.74
70482	06/09/2016	26900	SO CALIF SECURITY CENTERS INC	38.38	0.00	38.38
70483	06/09/2016	29400	SOUTHERN CALIFORNIA EDISON CO	3,852.42	0.00	3,852.42
70484	06/09/2016	29800	SPARKLETTS	50.37	0.00	50.37
70485	06/09/2016	49529	SPICERS PAPER INC	200.02	1.84	198.18
70486	06/09/2016	64602	STAPLES CONTRACT & COMMERCIAL INC	10,594.59	0.00	10,594.59
70487	06/09/2016	977	STEVEN ENTERPRISES	473.76	0.00	473.76
70488	06/09/2016	2995	STRICTLY BACKFLOW INC	930.49	0.00	930.49
70489	06/09/2016	42929	SYKES. ROBERT	126.00	0.00	126.00
70490	06/09/2016	4849	TIFCO INDUSTRIES. INC.	582.67	0.00	582.67
70491	06/09/2016	64024	U S POSTAL SERVICE	10,140.66	0.00	10,140.66
70492	06/09/2016	31800	U S POSTMASTER	170.00	0.00	170.00
70493	06/09/2016	35089	UNDERGROUND SERVICE ALERT	189.00	0.00	189.00
70494	06/09/2016	49848	USA BLUE BOOK A DIVISION OF	3,891.79	0.00	3,891.79
70495	06/09/2016	4642	UTILITY COST MANAGEMENT LLC	448.17	0.00	448.17
70496	06/09/2016	57135	VISION SERVICE PLAN	4,353.46	0.00	4,353.46
70497	06/09/2016	7400	WATER REPLENISHMENT DISTRICT OF	197,480.16	0.00	197,480.16
70498	06/09/2016	61019	CHRISTMAN WILLIAM B	175.00	0.00	175.00

**CITY OF LAKEWOOD
SUMMARY CHECK REGISTER**

CHECK #	CHECK DATE	VEND #	VENDOR NAME	GROSS	DISC.	CHECK AMOUNT
70499	06/09/2016	17640	WAXIE ENTERPRISES INC	481.21	0.00	481.21
70500	06/09/2016	4501	WEST COAST SAND AND GRAVEL. INC.	597.20	0.00	597.20
70501	06/09/2016	35146	WILLDAN ASSOCIATES	15,336.50	0.00	15,336.50
70502	06/09/2016	4837	XEROX CORPORATION	2,822.39	0.00	2,822.39
70503	06/09/2016	3699	ACUNA. ERIC	100.00	0.00	100.00
70504	06/09/2016	3699	ARB. INCORPORATED	946.70	0.00	946.70
70505	06/09/2016	3699	AS SHINING STARS PRESCHOOL	250.00	0.00	250.00
70506	06/09/2016	3699	BALLON. MYRALYNN	250.00	0.00	250.00
70507	06/09/2016	3699	BALTAZAR. MARK	250.00	0.00	250.00
70508	06/09/2016	3699	CALDERON. CHERYL	250.00	0.00	250.00
70509	06/09/2016	3699	CORDERO. JAMIE JOY	20.00	0.00	20.00
70510	06/09/2016	3699	CRESPIAN. VALERIE	20.00	0.00	20.00
70511	06/09/2016	3699	ESTRADA. CHERYL	350.00	0.00	350.00
70512	06/09/2016	3699	GARNER. LISA	250.00	0.00	250.00
70513	06/09/2016	3699	GOMPERS MIDDLE SCHOOL	250.00	0.00	250.00
70514	06/09/2016	3699	GONZALEZ. JUVENAL	20.00	0.00	20.00
70515	06/09/2016	3699	GUETZKOW. DARYL	250.00	0.00	250.00
70516	06/09/2016	3699	HERRIER. KATHY	100.00	0.00	100.00
70517	06/09/2016	3699	JONES. TRACIE	170.00	0.00	170.00
70518	06/09/2016	3699	KAKLLIS. BENJAMIN	24.00	0.00	24.00
70519	06/09/2016	3699	LAKEWOOD HIGH SCHOOL BAND	250.00	0.00	250.00
70520	06/09/2016	3699	LUGO. JOSE	275.50	0.00	275.50
70521	06/09/2016	3699	MC KINNEY. DESIREE	100.00	0.00	100.00
70522	06/09/2016	3699	MC LURG. LISSA	250.00	0.00	250.00
70523	06/09/2016	3699	MORALES. RONNETTE	250.00	0.00	250.00
70524	06/09/2016	3699	ORNELAS. WENDY	240.00	0.00	240.00
70525	06/09/2016	3699	PIAZZA MCDONALD'S	250.00	0.00	250.00
70526	06/09/2016	3699	RAMIREZ. SILVIA	20.00	0.00	20.00
70527	06/09/2016	3699	RAWLS. DE'JAI	250.00	0.00	250.00
70528	06/09/2016	3699	RODRIGUEZ. ANA	20.00	0.00	20.00
70529	06/09/2016	3699	RODRIGUEZ. ESTHER	20.00	0.00	20.00
70530	06/09/2016	3699	ROZENBLAD-PAYTON. ELISABETH	290.00	0.00	290.00
70531	06/09/2016	3699	SALMINGO. ABEGAIL	466.00	0.00	466.00
70532	06/09/2016	3699	SANTOS. VICTOR	240.00	0.00	240.00
70533	06/09/2016	3699	SIMMONS. SHARON	250.00	0.00	250.00
70534	06/09/2016	3699	SPENCER. SHAYA	250.00	0.00	250.00
70535	06/09/2016	3699	TAYLOR. RASHAWN	250.00	0.00	250.00
70536	06/09/2016	3699	TIRYAKI. MURAT & SUSANA	115.18	0.00	115.18
70537	06/09/2016	3699	WILLIAMS. TOYA	250.00	0.00	250.00
70538	06/09/2016	3699	ZERO ENERGY CONTRACTING. INC	137.44	0.00	137.44
70539	06/09/2016	2372	TGIS CATERING SVCS INC	935.00	0.00	935.00
70540	06/09/2016	4212	SYN-TECH SYSTEMS INC	2,599.00	0.00	2,599.00
70541	06/09/2016	4443	O'REILLY AUTOMOTIVE STORES INC	41.63	0.76	40.87
70542	06/09/2016	4783	LANDCARE HOLDINGS INC	7,184.28	0.00	7,184.28

**CITY OF LAKEWOOD
SUMMARY CHECK REGISTER**

CHECK #	CHECK DATE	VEND #	VENDOR NAME	GROSS	DISC.	CHECK AMOUNT
70543	06/09/2016	47854	TRUESDAIL LABORATORIES INC	505.50	0.00	505.50
70544	06/09/2016	48210	AIRFLITE INC	3,761.89	0.00	3,761.89
70545	06/09/2016	57070	CITY LIGHT & POWER LKWD INC	7,070.00	0.00	7,070.00
70546	06/09/2016	60195	CR TRANSFER INC	2,961.97	0.00	2,961.97
70547	06/09/2016	65712	IDMODELING INC	3,250.00	0.00	3,250.00
70548	06/09/2016	66457	BRENNTAG PACIFIC INC	2,153.80	0.00	2,153.80
Totals:				<u>564,619.18</u>	<u>3.07</u>	<u>564,616.11</u>

**CITY OF LAKEWOOD
FUND SUMMARY 6/16/2016**

In accordance with section 2521 of the Lakewood Municipal Code there is presented herewith a summary of obligations to be paid by voucher 70549 through 70698. Each of the following demands has been audited by the Director of Administrative Services and approved by the City Manager.

1010	GENERAL FUND	332,939.39
1020	CABLE TV	1,550.47
1030	CDBG CURRENT YEAR	840.56
1050	COMMUNITY FACILITY	8,319.01
1710	PROPOSITION "A" RECREATION	2,002.04
3001	CAPITAL IMPROV PROJECT FUND	6,534.75
3060	PROPOSITION "A"	350.84
3070	PROPOSITION "C"	169.99
5010	GRAPHICS AND COPY CENTER	3,665.38
5020	CENTRAL STORES	2,620.44
5030	FLEET MAINTENANCE	5,818.64
7500	WATER UTILITY FUND	327,731.53
8020	LOCAL REHAB LOAN	1,500.00
		<hr/> 694,043.04

Council Approval

Date

City Manager

Attest

City Clerk

Director of Administrative Services

**CITY OF LAKEWOOD
SUMMARY CHECK REGISTER**

CHECK #	CHECK DATE	VEND #	VENDOR NAME	GROSS	DISC.	CHECK AMOUNT
70549	06/16/2016	62243	4IMPRINT	3,336.34	0.00	3,336.34
70550	06/16/2016	59447	A-1 STEEL FENCE COMPANY	1,800.00	0.00	1,800.00
70551	06/16/2016	1115	AGUIRRE. MICHAEL	40.55	0.00	40.55
70552	06/16/2016	4693	APEX DRUM COMPANY. INC.	461.50	0.00	461.50
70553	06/16/2016	443	B&M LAWN AND GARDEN INC	143.76	0.00	143.76
70554	06/16/2016	4878	B.R. BREWER SIGN & GRAPHICS	1,192.46	0.00	1,192.46
70555	06/16/2016	66012	BARTKUS. KRISTIN	2,740.40	0.00	2,740.40
70556	06/16/2016	52244	BELLFLOWER. CITY OF	57.00	0.00	57.00
70557	06/16/2016	1935	BREA. CITY OF	17,820.00	0.00	17,820.00
70558	06/16/2016	4704	BROADCAST CAMERA SERVICES. INC.	450.00	0.00	450.00
70559	06/16/2016	53835	C.P.R.S. DIST X	1,640.00	0.00	1,640.00
70560	06/16/2016	57079	CALIF JOINT POWERS INS AUTHORITY	63,739.14	0.00	63,739.14
70561	06/16/2016	42921	CALIFORNIA STATE-CONTROLLER	645.85	0.00	645.85
70562	06/16/2016	7800	CERRITOS CITY	4,862.00	0.00	4,862.00
70563	06/16/2016	59274	CERTIFIED PLANT GROWERS INC	21.69	0.00	21.69
70564	06/16/2016	8020	CHAMBERS. HOWARD L	2,050.42	0.00	2,050.42
70565	06/16/2016	45894	CINTAS CORPORATION	53.39	0.00	53.39
70566	06/16/2016	3778	COMMERCIAL AOUATIC SERVICES INC	14,793.35	0.00	14,793.35
70567	06/16/2016	53451	COMMUNITY FAMILY GUIDANCE CTR	750.00	0.00	750.00
70568	06/16/2016	2621	CONNEY SAFETY PRODUCTS LLC	353.13	0.00	353.13
70569	06/16/2016	4776	CORELOGIC. INC.	141.40	0.00	141.40
70570	06/16/2016	1014	CUB SCOUT PACK #208	250.00	0.00	250.00
70571	06/16/2016	3377	DANNY'S AUTO PAINTING	3,417.55	0.00	3,417.55
70572	06/16/2016	4641	DAO. THAO	598.00	0.00	598.00
70573	06/16/2016	4875	ELITE SPECIAL EVENTS INC	3,150.00	0.00	3,150.00
70574	06/16/2016	2708	EPICENTER SUPPLIES. LLC	1,169.28	0.00	1,169.28
70575	06/16/2016	49562	FITZPATRICK JOHN KELLY	1,800.00	0.00	1,800.00
70576	06/16/2016	4289	FRAZIER. ROBERT C	241.15	0.00	241.15
70577	06/16/2016	4884	FRONTIER CALIFORNIA INC.	5,975.90	0.00	5,975.90
70578	06/16/2016	3188	GALLS LLC/OUARTEMASTER LLC	261.16	0.00	261.16
70579	06/16/2016	65779	GOLDEN STATE WATER COMPANY	10,736.59	0.00	10,736.59
70580	06/16/2016	54961	HACH COMPANY	877.56	0.00	877.56
70581	06/16/2016	35477	HARA M LAWNMOWER CENTER	362.97	0.00	362.97
70582	06/16/2016	59486	HERMAN. LINDA	100.00	0.00	100.00
70583	06/16/2016	59627	HITT. NANCY	250.00	0.00	250.00
70584	06/16/2016	42031	HOME DEPOT	2,014.08	0.00	2,014.08
70585	06/16/2016	3807	HAZARDOUS WASTE TRANSPORTATION	575.00	0.00	575.00
70586	06/16/2016	4900	HUNTER ELECTRIC SERVICE INC	338.40	0.00	338.40
70587	06/16/2016	4149	INFOSEND INC	8,065.74	0.00	8,065.74
70588	06/16/2016	49843	INOUYE. MICHAEL JOHN	1,261.00	0.00	1,261.00
70589	06/16/2016	59605	J L WINGERT COMPANY	563.76	0.00	563.76
70590	06/16/2016	4423	JOHNSON. THEARD J	675.00	0.00	675.00
70591	06/16/2016	4180	JONES RICHARD D. A PROF LAW CORP	2,258.00	0.00	2,258.00
70592	06/16/2016	2956	KICK IT UP KIDZ. LLC	93.60	0.00	93.60

**CITY OF LAKEWOOD
SUMMARY CHECK REGISTER**

CHECK #	CHECK DATE	VEND #	VENDOR NAME	GROSS	DISC.	CHECK AMOUNT
70593	06/16/2016	1916	KULI IMAGE	2,552.26	0.00	2,552.26
70594	06/16/2016	53849	LAKWOOD ROTARY CLUB	420.00	0.00	420.00
70595	06/16/2016	18400	LAKWOOD. CITY WATER DEPT	27,620.64	0.00	27,620.64
70596	06/16/2016	4099	LEON'S TRANSMISSION SERVICES INC	4,746.21	0.00	4,746.21
70597	06/16/2016	52357	LESLIE'S POOLMART INC	54.41	0.00	54.41
70598	06/16/2016	3564	LONG BEACH. CITY OF	246.41	0.00	246.41
70599	06/16/2016	21050	LOS ANGELES CO CLERK	75.00	0.00	75.00
70600	06/16/2016	1107	MAC ARTHUR ELEMENTARY PTA	250.00	0.00	250.00
70601	06/16/2016	62080	MARKLEY. ELIZABETH	117.00	0.00	117.00
70602	06/16/2016	4625	MERCHANT'S BUILDING MAINTENANCE LLC	13,229.38	0.00	13,229.38
70603	06/16/2016	64245	MICON CONSTRUCTION. INC	6,283.30	0.00	6,283.30
70604	06/16/2016	41831	MIEIR-KING. RICHARD	222.30	0.00	222.30
70605	06/16/2016	4901	MORRIS. DAVID	500.00	0.00	500.00
70606	06/16/2016	64333	MOSES-CALDERA. ISABEL	1,061.45	0.00	1,061.45
70607	06/16/2016	51031	MUSCO SPORTS LIGHTING LLC	10,909.03	0.00	10,909.03
70608	06/16/2016	65043	NATEC INTERNATIONAL INC	125.00	0.00	125.00
70609	06/16/2016	4731	NATIONAL METER & AUTOMATION. INC.	89.02	0.00	89.02
70610	06/16/2016	34536	OCOBOC. DEBRA	263.90	0.00	263.90
70611	06/16/2016	47554	OFFICE DEPOT BUSINESS SVCS	2,197.24	0.00	2,197.24
70612	06/16/2016	63708	DY-JO CORPORATION	1,375.00	0.00	1,375.00
70613	06/16/2016	4797	PASCAL & LUDWIG CONSTRUCTORS	161,013.52	0.00	161,013.52
70614	06/16/2016	56812	PATSCO DESIGNS	1,917.19	0.00	1,917.19
70615	06/16/2016	4794	DUCOING ENTERPRISES. INC.	1,355.96	0.00	1,355.96
70616	06/16/2016	4494	PIERSON. JEREMY L.	353.60	0.00	353.60
70617	06/16/2016	42543	PLANTZ. KAREN	100.24	0.00	100.24
70618	06/16/2016	42922	POLYDOROS. STEVE	150.00	0.00	150.00
70619	06/16/2016	15600	LONG BEACH PUBLISHING CO	555.81	0.00	555.81
70620	06/16/2016	4459	READWRITE EDUCATIONAL SOLUTIONS INC	154.05	0.00	154.05
70621	06/16/2016	4333	REYES. MICHELLE	130.00	0.00	130.00
70622	06/16/2016	61281	S C W U A	60.00	0.00	60.00
70623	06/16/2016	56359	S Y NURSERY	108.35	0.00	108.35
70624	06/16/2016	418	SAFETYLINE INC	54.20	0.00	54.20
70625	06/16/2016	56957	SALCO GROWERS INC	44.35	0.00	44.35
70626	06/16/2016	62215	SATELLITE SPORTS GROUP. LLC	1,800.00	0.00	1,800.00
70627	06/16/2016	3153	SECTRAN SECURITY INC	124.80	0.00	124.80
70628	06/16/2016	240	SGS TESTCOM	5.42	0.00	5.42
70629	06/16/2016	39268	SHARRARD. RICHARD	337.60	0.00	337.60
70630	06/16/2016	52279	SMART & FINAL INC	515.73	0.00	515.73
70631	06/16/2016	3883	SOURCE ONE PAYMENT SOLUTIONS. INC	1,328.64	0.00	1,328.64
70632	06/16/2016	4177	SOUTHERN CALIF ACADEMY OF MUSIC	858.00	0.00	858.00
70633	06/16/2016	29400	SOUTHERN CALIFORNIA EDISON CO	36,159.17	0.00	36,159.17
70634	06/16/2016	37930	STANDARD INSURANCE CO UNIT 22	1,999.50	0.00	1,999.50
70635	06/16/2016	37930	STANDARD INSURANCE CO UNIT 22	9,662.16	0.00	9,662.16
70636	06/16/2016	4581	STEIN. ANDREW T	4,237.08	0.00	4,237.08

**CITY OF LAKEWOOD
SUMMARY CHECK REGISTER**

CHECK #	CHECK DATE	VEND #	VENDOR NAME	GROSS	DISC.	CHECK AMOUNT
70637	06/16/2016	56039	SULLY MILLER	449.39	0.00	449.39
70638	06/16/2016	66215	SUPERIOR COURT OF CALIFORNIA	10,444.50	0.00	10,444.50
70639	06/16/2016	66215	SUPERIOR COURT OF CALIFORNIA	8,411.00	0.00	8,411.00
70640	06/16/2016	4726	TACO SURF CANTINA INC.	775.00	0.00	775.00
70641	06/16/2016	2732	TANNEN. MITCH	421.20	0.00	421.20
70642	06/16/2016	38679	WESTERN EXTERMINATOR COMPANY	2,145.91	0.00	2,145.91
70643	06/16/2016	59212	TETRA TECH INC	5,397.46	0.00	5,397.46
70644	06/16/2016	4075	KKOZ OHANA VENTURES LLC	100.00	0.00	100.00
70645	06/16/2016	528	TIME WARNER CABLE	5,002.66	0.00	5,002.66
70646	06/16/2016	65737	U S BANK NATIONAL ASSOCIATION	3,006.89	0.00	3,006.89
70647	06/16/2016	53026	TRANE U S INC	3,378.02	0.00	3,378.02
70648	06/16/2016	52484	TREND OFFSET PRINTING SERVICES INC	13,963.20	0.00	13,963.20
70649	06/16/2016	65224	TUMBLE-N-KIDS. INC	642.20	0.00	642.20
70650	06/16/2016	60685	TURF STAR	309.34	0.00	309.34
70651	06/16/2016	31800	U S POSTMASTER	1,000.00	0.00	1,000.00
70652	06/16/2016	49848	USA BLUE BOOK A DIVISION OF	1,519.63	0.00	1,519.63
70653	06/16/2016	33200	WALTERS WHOLESALE ELECTRIC CO	1,340.78	0.00	1,340.78
70654	06/16/2016	7400	WATER REPLENISHMENT DISTRICT OF	150,782.40	0.00	150,782.40
70655	06/16/2016	3943	WATERLINE TECHNOLOGIES INC	547.27	0.00	547.27
70656	06/16/2016	17640	WAXIE ENTERPRISES INC	240.83	0.00	240.83
70657	06/16/2016	36166	WEGENER. KATHY	1,065.35	0.00	1,065.35
70658	06/16/2016	53992	WEINGART-LAKEWOOD YMCA	750.00	0.00	750.00
70659	06/16/2016	40925	WEST COAST ARBORISTS INC	3,985.45	0.00	3,985.45
70660	06/16/2016	37745	WESTERN EXTERMINATOR CO	278.00	0.00	278.00
70661	06/16/2016	50172	PRIMUS INC	673.27	0.00	673.27
70662	06/16/2016	35146	WILLDAN ASSOCIATES	7,899.75	0.00	7,899.75
70663	06/16/2016	3699	BALANDRA. ROMEO	250.00	0.00	250.00
70664	06/16/2016	3699	BORG. MARCEL	18.43	0.00	18.43
70665	06/16/2016	3699	CABUSORA. BERNADITA	250.00	0.00	250.00
70666	06/16/2016	3699	CERVANTES. JOHN	15.00	0.00	15.00
70667	06/16/2016	3699	CHAVEZ. CELIA	250.00	0.00	250.00
70668	06/16/2016	3699	D'AMICO. CHRISTINE	49.00	0.00	49.00
70669	06/16/2016	3699	DABALUS. ISABELITA	250.00	0.00	250.00
70670	06/16/2016	3699	EMERY. ERICKA	250.00	0.00	250.00
70671	06/16/2016	3699	GANTT. BRIANNA	250.00	0.00	250.00
70672	06/16/2016	3699	GEORGE. SCOTT	250.00	0.00	250.00
70673	06/16/2016	3699	GIRL SCOUTS OF GREATER LA	250.00	0.00	250.00
70674	06/16/2016	3699	HANSFORD. SONYA	15.00	0.00	15.00
70675	06/16/2016	3699	HOFER. CANDICE	235.00	0.00	235.00
70676	06/16/2016	3699	HURTE. YOLANDA	250.00	0.00	250.00
70677	06/16/2016	3699	KUTHCHANG. VILAY	250.00	0.00	250.00
70678	06/16/2016	3699	LEE. MICHAEL	250.00	0.00	250.00
70679	06/16/2016	3699	LOPEZ. ANTHONY	250.00	0.00	250.00
70680	06/16/2016	3699	MENDOZA. NOE	250.00	0.00	250.00

**CITY OF LAKEWOOD
SUMMARY CHECK REGISTER**

CHECK #	CHECK DATE	VEND #	VENDOR NAME	GROSS	DISC.	CHECK AMOUNT
70681	06/16/2016	3699	MICAL. JOY	28.00	0.00	28.00
70682	06/16/2016	3699	PENNINGTON PROFESSIONAL TERMITE	1,500.00	0.00	1,500.00
70683	06/16/2016	3699	PURCELL. LEONARD	250.00	0.00	250.00
70684	06/16/2016	3699	RAY. KEIANN	250.00	0.00	250.00
70685	06/16/2016	3699	RODRIGUEZ. MATTHEW	250.00	0.00	250.00
70686	06/16/2016	3699	SEBELIUS. AMY	250.00	0.00	250.00
70687	06/16/2016	3699	SIEMSEN. RALPH	250.00	0.00	250.00
70688	06/16/2016	3699	SOLARCITY	98.96	0.00	98.96
70689	06/16/2016	3699	SUMMERS. SARAH	250.00	0.00	250.00
70690	06/16/2016	3699	TAKEDA. ZAIRA	250.00	0.00	250.00
70691	06/16/2016	3699	TORRES. RAZEL	250.00	0.00	250.00
70692	06/16/2016	3699	VALERIO. LILIA	250.00	0.00	250.00
70693	06/16/2016	3699	WEISENSTEIN. DAWN	250.00	0.00	250.00
70694	06/16/2016	3699	WHITE. PARIS	250.00	0.00	250.00
70695	06/16/2016	3699	WILLIAMS. NENA	250.00	0.00	250.00
70696	06/16/2016	2372	TGIS CATERING SVCS INC	2,934.28	0.00	2,934.28
70697	06/16/2016	4443	O'REILLY AUTOMOTIVE STORES INC	575.39	10.56	564.83
70698	06/16/2016	47854	TRUESDAIL LABORATORIES INC	315.00	0.00	315.00
Totals:				694,053.60	10.56	694,043.04

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RESOLUTION 2016-26

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAKEWOOD AMENDING THE EMPLOYER PAID SICK LEAVE POLICY FOR PART-TIME, TEMPORARY, AND SEASONAL EMPLOYEES

WHEREAS, on September 10, 2014 the Governor of the State of California signed Healthy Workplaces, Healthy Families Act of 2014 (AB 1522) providing paid sick leave for covered employees effective January 1, 2015; and

WHEREAS, the AB 1522 paid sick leave provisions took effect July 1, 2015; and

WHEREAS, the City of Lakewood established a paid sick leave policy pursuant to AB 1522 for part-time, temporary and seasonal employees on June 9, 2015; and

WHEREAS, the City wishes to modify the accrual method, caps on the total accrual of paid sick leave ongoing, and the minimum usage increment for paid sick leave, as allowed by AB 1522;

NOW, THEREFORE BE IT RESOLVED, that the City Council hereby adopts the provisions below as the City of Lakewood's Sick Leave Policy for Part-Time, Temporary, and Seasonal Employees.

SICK LEAVE POLICY FOR PART-TIME, TEMPORARY AND SEASONAL EMPLOYEES

Effective July 1, 2015, the Healthy Workplaces, Healthy Families Act of 2014 requires the City of Lakewood to provide paid sick leave to employees under the following conditions:

- An employee who works 30 or more days in a twelve month period is entitled to paid sick leave.
- An employee is not eligible to begin using any paid sick leave until the 90th day of employment with the City.
- Paid sick leave will initially be credited to an employee on the employee's 90th day of employment at the rate of twenty-four (24) hours or three (3) days, whichever is greater. Thereafter, paid sick leave shall be credited at the beginning of each fiscal year on July 1st at the rate of twenty-four (24) hours or three (3) days, whichever is greater, for the fiscal year. No unused sick leave, including the initial amount credited upon the employee's 90th day of employment, shall be carried over to the following fiscal year.

- An employee is only allowed to use up to a maximum of twenty-four (24) hours or three (3) days, whichever is greater, of paid leave in a 12-month period.
- An employee may use paid sick leave for one of the following reasons:
 - For the employee's own diagnosis, care, or treatment of an existing health condition or preventative care.
 - For the diagnosis, care, or treatment of an existing health condition or preventative care for an employee's family member, including:
 - Child (including a biological, adopted or foster child, step child, legal ward or a child to whom the employee stands in loco parentis)
 - Spouse or Registered Domestic Partner
 - Parent (including biological, adoptive, or foster parent, stepparent, or legal guardian of an employee or the employee's spouse or registered domestic partner, or a person who stood in loco parentis when the employee was a minor child)
 - Grandparent
 - Grandchild
 - Sibling
 - To obtain relief or services related to being a victim of domestic violence, sexual assault, or stalking, including the following with appropriate certification of the need for such services:
 - A temporary restraining order or restraining order.
 - Other injunctive relief to help ensure the health, safety or welfare of themselves or their children.
 - To seek medical attention for injuries caused by domestic violence, sexual assault, or stalking.
 - To obtain services from a domestic violence shelter, program, or rape crisis center as a result of domestic violence, sexual assault, or stalking.
 - To obtain psychological counseling related to an experience of domestic violence, sexual assault, or stalking.
 - To participate in safety planning and take other actions to increase safety from future domestic violence, sexual assault, or stalking, including temporary or permanent relocation.

- An employee shall provide reasonable advance notification of their need to use paid sick leave to their supervisor if the need for paid sick leave is foreseeable (e.g., doctor's appointment scheduled in advance). If the need for paid sick leave use is unforeseeable, the employee shall provide notice of the need for the leave to their supervisor as soon as is practicable.
- An employee who uses paid sick leave must do so with a minimum of one hour of sick leave.
- Paid sick leave will not be considered hours worked for purposes of over-time calculation.
- An employee will not receive compensation for unused paid sick leave upon termination, resignation, retirement or other separation from employment from the City.
- If an employee separates from City employment and is re-hired by the City within one year of the date of separation, previously earned and unused paid sick leave hours shall be reinstated. However, if a rehired employee had not yet met the requisite 90 days of employment to use paid sick leave at the time of separation, the employee must still satisfy the 90 days of employment requirement collectively over the periods of employment with the City before paid sick leave can be used.

ADOPTED AND APPROVED THIS 28TH DAY OF JUNE, 2016.

Mayor

ATTEST:

City Clerk

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COUNCIL AGENDA

June 28, 2016

TO: The Honorable Mayor and City Council

SUBJECT: Renewal of Community Gardens License Agreement
Southern California Edison Company

INTRODUCTION

The City of Lakewood's License Agreement with Southern California Edison Company for the use of transmission right-of-way for recreation purposes at the Community Gardens is due for renewal.

STATEMENT OF FACT

Renewal of the License Agreement for the Community Gardens is for a term of five years, extending the city's use of the parcel for recreational purposes through October 31, 2021. The license renewal provides for a payment of \$535.60 on the first day of November, 2016, to increase at a rate of 3% annually, with a final payment of \$602.82 in 2020. Funds for this purpose have been appropriated in the 2016-17 and 2017-18 budgets.

SUMMARY

Execution of the License Agreement renewal will provide continued use of the Southern California Edison parcel for public recreation for an additional five years through October 31, 2021 at the Community Gardens site.

RECOMMENDATION

Staff recommends that the City Council authorize the Mayor and City Clerk to execute, on behalf of the City of Lakewood, the Southern California Edison License Agreement renewal for Community Gardens, as approved to form by the City Attorney.

Lisa Litzinger, Director
Recreation and Community Services



Howard L. Chambers
City Manager



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TO: The Honorable Mayor and City Council

SUBJECT: Renewal of Rynerson Park License Agreement
Southern California Edison Company

INTRODUCTION

The City of Lakewood's License Agreement with Southern California Edison Company for the use of transmission right-of-way for recreation purposes at Rynerson Park is due for renewal.

STATEMENT OF FACT

Renewal of the License Agreement for Rynerson Park is for a term of five years, extending the city's use of the parcel for recreational purposes through December 31, 2021. The license renewal provides for a payment of \$5,242.70 on the first day of January, 2017, to increase at a rate of 3% annually, with a final payment of \$5,900.71 in 2021. Funds for this purpose have been appropriated in the 2016-17 and 2017-18 budgets.

SUMMARY

Execution of the License Agreement renewal will provide continued use of the Southern California Edison parcel for public recreation for an additional five years through December 31, 2021 at the Rynerson Park site.

RECOMMENDATION

Staff recommends that the City Council authorize the Mayor and City Clerk to execute, on behalf of the City of Lakewood, the Southern California Edison License Agreement renewal for Rynerson Park, as approved to form by the City Attorney.

Lisa Litzinger, Director
Recreation and Community Services



Howard L. Chambers
City Manager



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COUNCIL AGENDA
June 28, 2016

TO: The Honorable Mayor and City Council

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

INTRODUCTION

The Community Safety Commission met on June 6, 2016, to review various community safety matters that included a request to remove the disabled parking restriction at 4327 Hungerford Street.

STATEMENT OF FACT

The Public Works Department recently received a request for removal of the disabled person parking space at 4327 Hungerford Street. Staff verified that the disabled person who obtained the disabled person parking space no longer resides at the address. Therefore, the parking restriction should be removed.

RECOMMENDATION

The Community Safety Commission recommends that the City Council adopt the attached resolution authorizing the removal of the disabled person designated parking at 4327 Hungerford Street

Lisa Ann Rapp *LAR*
Director of Public Works

Howard L. Chambers *HC*
City Manager

RESOLUTION NO. 2016-27

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. 2015-37 entitled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAKEWOOD ESTABLISHING DISABLED PERSON DESIGNATED PARKING ON THE NORTH SIDE OF HUNGERFORD 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 28th day of June, 2016.

Mayor

ATTEST:

City Clerk

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COUNCIL AGENDA

June 28, 2016

TO: The Honorable Mayor and City Council

SUBJECT: Southeast Los Angeles County Workforce Development Board (SELACO WDB)

INTRODUCTION

The City of Lakewood has two private sector representatives serving on the Workforce Development Board of Southeast Los Angeles County. The Workforce Development Board (WDB) members' terms are fixed and staggered and each year on June 30th one member's term expires.

STATEMENT OF FACTS

Allison Castellanos has been the Lakewood Business Representative serving on the Workforce Development Board since February of 2016. As required under the WDB Policy Board Agreement, the selected representative must be approved by the City Council.

Ms. Castellanos is the owner/director of Allison Tutoring and meets all the requirements of the Federal Workforce Investment Act as a private sector representative on the Workforce Development Board. She has a strong interest in continuing to serve on the WDB.

RECOMMENDATION

It is recommended that the City Council approve the reappointment of Allison Castellanos to the Southeast Los Angeles County Workforce Development Board of Directors.

Lisa G. Novotny 
Assistant City Manager 

Howard L. Chambers
City Manager 

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Public Hearings

Item 1.1.a - City Manager's Report
will be an oral presentation

Item 1.1.b – Report from Lakewood Sheriff's Station Captain
will be an oral presentation

MEMORANDUM

TO: CITY COUNCIL

FROM: CITY ATTORNEY

COPIES TO: CITY MANAGER
DIRECTOR OF ADMINISTRATIVE SERVICES
CITY CLERK

DATE: JUNE 28, 2016

SUBJECT: BUDGET - DETERMINING ANNUAL APPROPRIATIONS, SPENDING LIMITS FOR FISCAL YEAR 2016-2017, ADOPTION OF THE BUDGET FOR FISCAL YEAR 2016-2017 and 2017-2018

Find attached the following:

1. Resolution authorizing the automatic appropriation of un-appropriated funds into the Fund Balance as specified by the Governmental Fund Balance Policy as of June 30, 2016. Article XIII.B (Gann) provides the total annual appropriation of each local government shall not exceed the appropriation limit of such entity for the prior year, adjusted for changes in cost of living, except as otherwise provided therein. The City, therefore, in preparing its budget must determine its appropriation limits in order to avoid some of the undesirable effects of Proposition 4 (Gann Initiative). One of the provisions of Article XIII.B as contained in XIII.B(2) is that revenues received by the City in excess of the annual amount appropriated in compliance with the Article during the fiscal year shall be returned by revisions of tax rate or fee schedules within the next two subsequent fiscal years. It is recommended that a resolution be adopted to reflect revisions, both as to budgeted revenues and expenditures, so the appropriations equal the actual revenues prior to consideration of the following.
2. Prior to adoption of the budget, it is recommended that the City, by separate resolution, determine its annual appropriation limit for the fiscal year 2015-2016. Find attached a resolution making that determination.

Unlike Proposition 13, which was a limitation on taxation raising money, Proposition 4 (Gann initiative), as amended by Proposition 111, is a limitation on spending money and relates to the proceeds of most types of taxes and revenue and some types of state subventions. The function of Article XIII.B is to regulate the appropriations of proceeds of taxes, which generally are tax revenues, user fees and charges (to the extent they exceed costs), interest and dividends earned on the investment of tax revenues, and certain subventions. State subventions that are included within the definition of "proceeds of taxes" are those that are received by the entity without restriction. Federal grants and subventions

are not included. Although Proposition 4 is technical, its basic mechanism is simple, and that is that the total annual appropriation of the City is subject to limitations. In other words, the total annual appropriation of proceeds from taxes (as previously defined) may not exceed the appropriations limit of the entity for the prior year, except as adjusted for changes in the cost of living and population (XIII.B Sections 1, 8[c], [e] and [f]). The limitation is the total appropriation of the prior year—not the actual appropriation of the prior year.

Pursuant to XIII.B.8.10.5, the appropriation limit for fiscal year 1986-1987 in the amount of \$14,339,821 is the limit for appropriations for fiscal year beginning July 1, 2016, adjusted by the changes made since then as authorized therein.

In addition, the following statutory provisions commencing with Sections 7900, et seq., of the Government Code, must be complied with:

1. Each year by resolution the City Council shall establish its appropriation limits for the following fiscal year, at either a regularly scheduled Council meeting or a noticed special meeting. Fifteen days prior to such meeting, documentation used in determination of the appropriation limit shall be available to the public (Section 7910). Find attached resolution making that determination.
2. Determination of the appropriation limit is a legislative act subject to judicial review (Section 7910).
3. For the 2016-2017 fiscal year the appropriation limit shall equal the following (Section 7902[b]):
 - a. The appropriation limit for the 1986-1987 fiscal year (\$14,339,821) multiplied by the product of the change in cost of living, as defined in Paragraph (2) of subdivision (3) of Section 8 of Article XIII.B. of the California Constitution and the change in population of local jurisdiction for the calendar year preceding the beginning of the fiscal year for which the appropriation limit is to be determined, and adjusted for other changes required or permitted by Article XIII.B. of the California Constitution.
4. In determining "change of California per capita personal income," reference must be made to Section 7901(a), and "change in cost of living," Section 7901(b), and "change in population," Section 7901(c).
5. In determining whether revenue received is in excess of the amount appropriated (and, therefore, must be returned to the taxpayers by a revision of tax rates and fee schedules as specified in XIII.B.2) Section 7901(h) defines said revenues as follows: "Revenues means all tax revenues and the proceeds to a local jurisdiction or the state received from (1) regulatory licenses, user charges, and user fees to the extent that these proceeds exceed the

costs reasonably borne by that entity in providing the regulation, product or service, and (2) the investment of tax revenues as described in subdivision (I) of Section 8 of Article XIII.B. For a local jurisdiction, revenues and appropriations shall also include subventions as defined in Section 7903 to be money which is unrestricted by statute.”

6. Not later than May 1 of each year the State Department of Finance shall notify the City of changes in the cost of living or changes in the California per capita income, whichever is lesser, and the population for each local jurisdiction for the prior calendar year, and these figures shall be used in the computation (Section 7909).
7. The aforementioned computation shall be contained in or attached as a schedule to the Resolution adopted prior to June 30, 2016 (Section 7910).

In addition, attached is a Resolution which may be used to adopt the budget. This Resolution should be adopted after adoption of the aforementioned Resolutions and the public hearing establishing the annual appropriation limits for fiscal year 2016-2017. In respect to adoption of the appropriation of funds for Fiscal Year 2015-2016 and the budget for Fiscal Years 2016-2017 and 2017-2018, please be further advised as follows:

1. Payroll warrants or checks need not be audited by the City Council prior to payment, provided the payroll is presented to the City Council for ratification and approval at the first meeting after delivery of the payroll warrants or checks. Warrants or checks drawn in payment of demands, certified or approved by the Director of Administrative Services as conforming to a budget approved by Resolution of the City Council, need not be audited by the City Council prior to payment if such warrants or checks are presented to the City Council for ratification and approval at the first meeting after delivery of the warrants or checks (Government Code Section 37208). The financial and accounting duties of the City Clerk have by ordinance been transferred to the Director of Administrative Services (LMC 3132). Approval of the budget by resolution will put into effect the aforementioned procedure, and checks or warrants of the City conforming to the budget may be drawn and paid by the Director of Administrative Services on the appropriate signature of the Mayor and/or Treasurer, provided the same are placed on the next Register of Demands for approval by the City Council.
2. Resolution approving the budget also appropriates funds for Fiscal Years 2016-2017 and 2017-2018. Unless the City Council should otherwise direct, all projects therein set forth are authorized by the Resolution approving the budget and may be performed without further Council direction. Checks drawn in payment of demands arising therefrom, and certified by the Director of Administrative Services as conforming to the budget, need not be audited prior to payment, and shall be presented to the City Council for ratification and approval at the first meeting of the City Council after delivery of the checks (Section 37208).

Adoption of Budget

June 28, 2016

Page 4

3. Each City officer, department, board or commission, including the governing body of any special district or school district whose jurisdiction lies wholly or partly within the City and whose function includes recommending preparation of plans for or construction of major public works, shall submit to the City Council a list of proposed public works recommended for planning initiation or construction during the fiscal year (Government Code Section 65401).
4. The Resolution approving the budget contains a provision authorizing the City Manager to proceed with specific projects enumerated in the budget. In addition, the Mayor is directed to execute all necessary contracts to carry out the foregoing. The purpose of this provision is to make sure the projects set forth in the budget are authorized and may be performed without further Council direction, unless otherwise required by law. For example, some projects and contracts may be awarded and proceeded on only following a public hearing before the City Council as required by law. Otherwise, where no such procedure or public hearing is required, or otherwise directed by the City Council, the Resolution enclosed authorizes the City Manager to arrange for the performance of any such projects enumerated in the budget.
5. In addition, Section 37110 of the Government Code authorizes the City Council to expend a sum not exceeding five percent (5%) of the money accruing to the General Fund in the fiscal year for music and promotion, including promotion of a sister city and town affiliation program. The Resolution approving the budget contains a finding in that regard, that the appropriations therein contained for promotion and music do not exceed five percent (5%) of the money accruing to the General Fund.
6. The Mayor is authorized to sign all warrants on the City Treasury and all written contracts and conveyances of the City, or in his absence, the Mayor Pro Tem (Gov. Code Section 40602). Therefore, where a project is authorized by the budget, the Mayor will execute the agreement, upon approval as to form by the City Attorney, without further Council approval. The City Council may, however, in any given case, direct otherwise. The City Council may by ordinance also authorize someone other than the Mayor to perform this function (Gov. Code Section 40602).
7. The Resolution also authorizes the City Manager to make transfers of budget appropriations between classifications and activities within funds. The purpose is to allow these transfers without frequent reference to the City Council for approval.

RESOLUTION NO. 2016-28

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAKEWOOD ADOPTING THE BIENNIAL BUDGET FOR FISCAL YEAR 2014-2015 AND 2015-2016, AND AUTHORIZING THE APPROPRIATION OF RESERVE FUNDS INTO APPROPRIATE FUNDS AS OF JUNE 30, 2016

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

SECTION 1. The budget for the fiscal year ending June 30, 2016, is hereby amended to reflect that funds established and monies appropriated shall not be considered as restricted totally in their availability and use, and the amounts thereof may be adjusted between funds as necessary to serve the needs of the City.

SECTION 2. The budget heretofore adopted for the fiscal year ending June 30, 2016, is amended as provided herein.

SECTION 3. Any unencumbered appropriations in the General Fund at the close of business on June 30, 2016, including grant appropriations, shall be appropriated to the Fund Balance as specified by the Governmental Fund Balance Policy. Similarly, any un-appropriated balance in the General Fund at the close of business on June 30, 2016 is hereby appropriated into the Fund Balance as specified by the Governmental Fund Balance Policy. The revenue which will be recognized as a result of the carry forward of grant appropriations shall also be carried forward into Fiscal Year 2016-2017 as budgeted revenues.

SECTION 4. Any unencumbered appropriations in any other Fund of the budget shall be appropriated to the Fund Balance as specified by the Governmental Fund Balance Policy. Any other un-appropriated balance in any other Fund of the budget at the close of business on June 30, 2016 is hereby appropriated therein to the Fund Balance as specified by the Governmental Fund Balance Policy.

SECTION 5. This Resolution shall be effective upon adoption.

ADOPTED AND APPROVED THIS 28TH DAY OF JUNE, 2016.

Mayor

ATTEST:

City Clerk

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RESOLUTION NO. 2016-29

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAKEWOOD DETERMINING THE TOTAL ANNUAL APPROPRIATION SUBJECT TO LIMITATION OF THE CITY OF LAKEWOOD FOR THE FISCAL YEAR 2016-2017

WHEREAS, the City Manager has prepared and submitted to the City Council a budget for the fiscal year commencing July 1, 2016; and

WHEREAS, prior to the adoption of the budget the City Council should determine its annual appropriations that are subject to limitation pursuant to Article XIII.B of the State Constitution; and

WHEREAS, said total annual appropriation subject to limitation of the City of Lakewood has been computed by the Director of Finance in accordance with the provisions of Article XIII.B and Government Code Sections 7900, et seq., all of which are attached hereto in appropriate schedules; and

WHEREAS, the City of Lakewood has complied with all of the provisions of Article XIII.B and Government Code Section 7902 in determining the total annual appropriation subject to limitation for the Fiscal Year 2016-2017.

SECTION 1. The City Council finds this Resolution and the schedules attached hereto as presented to it for adoption at a regular meeting of the City Council of the City of Lakewood on June 28, 2016, and that fifteen days prior to such meeting the documentation used in the determination of the appropriation limit was made available to public inspection.

SECTION 2. The total annual appropriations of the City of Lakewood subject to limitation as specified in Article XIII.B of the State Constitution for the Fiscal Year 2016-2017, commencing July 1, 2016, as set forth on Exhibit A attached hereto and made a part hereof, is hereby fixed and determined to be \$31,744,530.00.

SECTION 3. The City Clerk shall certify to the adoption of this Resolution, and shall maintain said Resolution along with Exhibit A attached hereto, and made a part hereof, in her office for public inspection.

ADOPTED AND APPROVED THIS 28TH DAY OF JUNE, 2016.

Mayor

ATTEST:

City Clerk

EXHIBIT A

Gann Limit Calculation	2016-17
50300002-46407	Interfund 994,954.00
60200002-46407	Interfund 121,733.00
50100002-46408/10	Interfund 436,498.00
Total Interfund Revenue	<u>1,553,185.00</u>
Interfund Revenues	1,553,185.00
Other Revenues	<u>29,582,697.00</u>
Total revenues less taxes & investment income	<u><u>31,135,882.00</u></u>
Tax-related revenues	<u>31,517,538.00</u>
Taxes subject to Gann Limit without interest	<u><u>31,517,538.00</u></u>
Total Investment Earnings-all funds	<u>440,050.00</u>
Total Interest	<u><u>440,050.00</u></u>
Non-tax revenues	29,582,697.00
Tax-related revenues	<u>31,517,538.00</u>
Total revenues	<u>61,100,235.00</u>
Total revenues less taxes & investment income	29,582,697.00
Total revenues	<u>61,100,235.00</u>
% of Total	<u>0.4842</u>
Tax-related revenues	31,517,538.00
Total revenues	<u>61,100,235.00</u>
% of Total	<u>0.5158</u>
Interest Revenue	440,050.00
Non tax related revenues rate	<u>0.4842</u>
Interest proceeds from non-tax revenues	<u><u>213,057.54</u></u>
Interest Revenue	440,050.00
Tax related revenues rate	<u>0.5158</u>
Interest proceeds from tax revenues	<u><u>226,992.46</u></u>
Interest proceeds from tax revenues	226,992.46
	<u>31,517,538.00</u>
	<u><u>31,744,530.46</u></u>
Gann Limit (Using LA County Factor)	52,861,529.00
Proceeds subject to limit	31,744,530.00
	60.1%

RESOLUTION NO. 2016-30

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
LAKEWOOD ADOPTING THE BIENNIAL BUDGET AND
APPROPRIATING REVENUE FOR FISCAL YEAR 2016-2017
AND FISCAL YEAR 2017-2018

WHEREAS, the City Manager has prepared and submitted to the City Council a 2016-2017 AND 2017-2018 Proposed Biennial Budget, for the fiscal year commencing July 1, 2016, and ending June 30, 2018; and

WHEREAS, the City Council has reviewed and modified the City Manager's Proposed Budget; and

WHEREAS, the City Council held a public hearing on the 2016-2017 and 2017-2018 Proposed Biennial Budget, as modified, on June 28, 2016, where all interested persons were heard; and

WHEREAS, the City Council has considered the budget and comments thereon, and has determined it is necessary for the efficient management of the City that certain sums of revenue be appropriated to the various departments, officers, and agencies and activities of the City as set forth in said budget, and as amended.

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

SECTION 1. The first year of the two-year budget for the City of Lakewood for the fiscal year July 1, 2016 through June 30, 2017, is hereby adopted totaling an appropriation in the sum of \$108,827,955.00. The second year of the two-year budget for the City of Lakewood for the fiscal year July 1, 2017 through June 30, 2018, is hereby adopted totaling an appropriation in the sum of \$69,005,543.00.

SECTION 2. Said budget hereby adopted is the aforementioned Proposed Biennial Budget prepared by the City Manager, and as amended by the City Council, entitled "Proposed Two-Year Budget 2016-2018, City of Lakewood, California," incorporated herein as though set forth in full. Said budget is hereby adopted as the Budget of the City of Lakewood for both the 2016-2017 and 2017-2018 fiscal years, and shall remain in full force and effect until amended or modified by the City Council.

SECTION 3. The sums of money therein set forth are hereby appropriated from the revenues of the City to the departments, functions and funds therein set forth for expenditure during Fiscal Year 2016-2017 and Fiscal Year 2017-2018.

SECTION 4. The City Council hereby finds and determines that the sums of money appropriated therein for promotion and music do not exceed five percent (5%) of the money accruing to the General Fund for Fiscal Year 2016-2017 and Fiscal Year 2017-2018.

SECTION 5. The City Manager is hereby authorized and directed to arrange for the performance in accordance with the terms and provisions of law, of all specific projects enumerated in said budget, and the Mayor is directed to execute all necessary contracts to carry out the same.

SECTION 6. The City Manager shall have authority to incur obligations and enter into contracts for not to exceed twenty thousand dollars (\$20,000) without prior approval of the Council, provided that such expenditures are consistent with the budget and purchasing policy.

SECTION 7. The City Manager is authorized to make transfers of budget appropriations between classifications and activities within a fund.

SECTION 8. The City Clerk shall certify to the adoption of this Resolution, and the same shall be effective July 1, 2016.

ADOPTED AND APPROVED THIS 28TH DAY OF JUNE, 2016.

Mayor

ATTEST:

City Clerk

RESOLUTION NO. 2016-31

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAKEWOOD AUTHORIZING THE DIRECTOR OF ADMINISTRATIVE SERVICES TO CERTIFY TO CITY LIGHT AND POWER LAKEWOOD, INC., THAT BASIC FEE PAYMENTS HAVE BEEN INCLUDED IN THE BUDGET

WHEREAS, the City Council by Resolution No. 97-107 on November 12, 1997, entered into an agreement for street lighting maintenance by City Light and Power Lakewood, Inc.; and

WHEREAS, the City, in Paragraph 2 of said Agreement, covenanted to take certain action as necessary to include in the budget, effective July 1 of each year during the term of the Agreement, an appropriation for all basic fee payments; and

WHEREAS, the City Council finds that there are lawful available funds, after considering all of the other obligations and anticipated revenues of the City effective July 1, 2016, to appropriate all necessary funds for the basic fee payments during the Fiscal Year 2016-2017.

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

SECTION 1. The Director of Administrative Services is hereby directed to furnish City Light and Power Lakewood, Inc., and its Qualified Lienholder, or successors, not later than twenty (20) days following the adoption of the budget, a certificate of the City of Lakewood that the basic fee payments due in the Fiscal Year 2016-2017 have been included in the budget approved by the City Council.

SECTION 2. The City Clerk is directed to certify the adoption of this resolution.

ADOPTED AND APPROVED THIS 28TH DAY OF JUNE, 2016.

Mayor

ATTEST:

City Clerk

RESOLUTION NO. 2016-32

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAKEWOOD AUTHORIZING THE DIRECTOR OF ADMINISTRATIVE SERVICES TO CERTIFY TO CITY LIGHT AND POWER LAKEWOOD, INC., THAT BASIC FEE PAYMENTS HAVE BEEN INCLUDED IN THE BUDGET

WHEREAS, the City Council by Minute Order on March 24, 2015, entered into an agreement for Photovoltaic System maintenance by City Light and Power Lakewood, Inc.; and

WHEREAS, the City, in Section 2.05 of said Agreement, covenanted to take certain action as necessary to include in the budget, effective July 1 of each year during the term of the Agreement, an appropriation for all basic fee payments; and

WHEREAS, the City Council finds that there are lawful available funds, after considering all of the other obligations and anticipated revenues of the City effective July 1, 2016, to appropriate all necessary funds for the basic fee payments during the Fiscal Year 2016-2017.

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

SECTION 1. The Director of Administrative Services is hereby directed to furnish City Light and Power Lakewood, Inc., and its Qualified Lienholder, or successors, not later than twenty (20) days following the adoption of the budget, a certificate of the City of Lakewood that the basic fee payments due in the Fiscal Year 2016-2017 have been included in the budget approved by the City Council.

SECTION 2. The City Clerk is directed to certify the adoption of this resolution.

ADOPTED AND APPROVED THIS 28TH DAY OF JUNE, 2016.

Mayor

ATTEST:

City Clerk

COUNCIL AGENDA
June 26, 2012

TO: The Honorable Mayor and City Council

SUBJECT: Governmental Fund Balance Policy

INTRODUCTION

In February 2009, the Governmental Accounting Standards Board (GASB) released Statement Number 54, *Fund Balance Reporting and Governmental Fund Type Definitions*. GASB Statement No. 54 significantly alterED the focus and terminology used for fund balance reporting. Per GASB Statement No. 54, the Council adopted a Governmental Fund Balance Policy on June 26, 2012.

STATEMENT OF FACT

The Policy has been updated to account for the loss of the Lakewood Redevelopment Agency, and the change in pension structure due to the Public Employees' Pension Reform Act (PEPRA).

This policy with previously adopted policies is included in the final Adopted Fiscal Year 2016-2018 Two-Year Budget book.

STAFF RECOMMENDATION

It is respectfully recommended that the City Council adopt the Governmental Fund Balance Policy as presented.



Diane Perkin
Director of Administrative Services

Howard L. Chambers
City Manager



CITY OF LAKEWOOD

Governmental Fund Balance Policy

Fund balance refers to the difference between assets and liabilities in the city's governmental funds balance sheet. This information is one of the most widely used elements of state and local government financial statements. Financial statement users examine fund balance information to identify the available liquid resources that can be used to repay long-term debt, add new programs, finance capital improvements, or enhance the financial position of the city.

PURPOSE

The purpose of this policy is to improve financial reporting by establishing fund balance classifications that create a hierarchy based on the extent to which the City is bound to observe spending constraints that govern how the City can use amounts reported in the governmental fund balance sheet. This policy satisfies the requirements of GASB Statement No. 54.

POLICY

It is the policy of the City of Lakewood to identify the various classifications of the City's governmental fund balance in its Comprehensive Annual Financial Report (CAFR). These classifications take into consideration the City's long-term infrastructure needs, non-current liabilities, stabilization funds, funds necessary to mitigate economic uncertainties, funding that has spending constraints such as grants, and fixed assets that will not easily convert to cash.

The fund balance is a tool the City uses to have an effective long-term financial plan, as well to ensure sufficient liquidity for the City meets its financial obligations in the short-term.

OBJECTIVES

The City of Lakewood's Fund Balance Policy has two (2) objectives:

- (i) To determine the available liquid resources; and**
- (ii) To provide the information necessary to make informed financial decisions.**

The classifications of the City's governmental fund balance are designed to clarify the extent to which the City is bound to honor constraints on the specific purposes for which amounts in the fund can be spent, rather than to simply represent the financial resources available for appropriation.

OVERVIEW

Governmental funds represent one of three categories of funds; the other two categories are proprietary funds (water enterprise fund, and fleet and print-shop internal service funds), and fiduciary funds (pension funds held in trust).

Governmental funds are used to account for activities primarily supported by taxes, fees, grants, and bond proceeds.

Governmental funds are further classified into five fund types: General Fund, the chief operating fund of the City; Special Revenue Funds, which account for funds legally restricted for a specific use; Debt Service Fund; Capital Projects Fund; and Permanent Funds for endowment arrangements.

Governmental funds are designed to focus on the near-term. To do this, governmental funds present only the subset of the City's assets that are considered the City's current financial resources, and the corresponding sub-set of liabilities that is expected to be liquidated with those current financial resources, resulting in a method to assess the City's financial liquidity. Because governmental funds report only a subset of assets and liabilities, the difference between the two, or fund balance, is a measure of working capital – not of net worth.

The fund balance is only an approximate measure of liquidity or working capital. It is this discrepancy of measuring working capital that requires the City to recognize what makes-up the fund balance and isolate funds that are needed for longer-term obligations, discern what funds are restricted for specified purposes, and pull-out funds that are not available at all. To accomplish this, the City's financial statements for governmental funds are comprised of five (5) fund balance classifications:

- (i) Nonspendable Funds**
- (ii) Restricted Funds**
- (iii) Committed Funds**
- (iv) Assigned Funds**
- (v) Unassigned Funds**

NONSPENDABLE & RESTRICTED FUND BALANCE

The first two classifications are subject to requirements outside the local governing body's control for financial decision-making and planning purposes; Nonspendable resources are essentially irrelevant, and Restricted resources are of no discretionary value. Accordingly, this policy will just briefly describe Nonspendable and Restricted funds in this Section.

Nonspendable Funds

Some of the assets that are included in determining the City's fund balance are inherently nonspendable:

- Assets that will never convert to cash, such as prepaid items and inventories.
- Assets that will not convert to cash within sixty (60) days from the start of the fiscal year, such as long-term loans receivable, and non-financial assets held for resale.

- Assets that must be maintained intact pursuant to legal or contractual requirements, such as an endowment.

Restricted Funds

Restricted funds describe the portion of the fund balance that is subject to externally enforceable legal restrictions, these restrictions fall into three (3) categories:

- (i) Restrictions are imposed by parties altogether outside the scope of the City’s governance:
 - Creditors (typically through a debt covenant)
 - Grantors (typically state, federal and other governmental agencies)
 - Contributors
 - Other governments.

- (ii) Restrictions that arise when the authorization to raise revenues is conditioned upon the revenue being used for a particular purpose, such as:
 - Gas taxes must be used for street repair
 - Prop C must be used for fixed transit routes
 - Prop A must be used for transit programs
 - Measure R must be used for local street repair

- (iii) Long-term loans receivable and non-financial assets that are collected can also be considered Restricted if the collected funds are subject to an externally enforceable restriction on how they can be spent.

PROCEDURES

This Section provides a comprehensive protocol on what is legally deemed the unrestricted portion of the fund balance, and the order in which the classifications are spent.

The unrestricted portion of the fund balance is comprised of the City’s fund balance or resources that are classified as Committed Funds, Assigned Funds, or Unassigned Funds.

UNRESTRICTED FUND BALANCE

Committed Funds

Committed funds describe the portion of the fund balance that is constrained by limitations imposed by the Lakewood City Council. The Council imposed limitation must occur no later than the close of the reporting period and remains binding unless removed under the same manner.

Types of commitments:

- | | |
|----------------------|------------------------|
| Self Insurance | Economic Uncertainties |
| Pension Obligations | Capital Projects |
| Refuse Stabilization | |

Self Insurance

Since 1998, \$4 million has been held in reserve in the General Fund for self Insurance. These funds are held to cover liability and worker's compensation expenses that are in excess of the costs covered by the California Joint Powers Insurance Authority, CJPIA. The CJPIA has historically covered all costs for the city, so the use of these funds is rare and would only be used for very large unpredictable claims. Periodic review of this amount is required to ensure adequate funds are available.

Pension Obligations

Pension obligations include: CalPERS, California Public Employees' Retirement System; OPEB, other post-employment benefits (retiree health benefit); and PARS, Public Agency Retirement Services; as well as compensated absences.

Every year CalPERS provides an Annual Valuation Report. This report specifies the employer contribution rate for both 'normal cost' and amortized costs, and unfunded liability. Using a weighted amortized cost rate, the unfunded liability attributed to amortized cost is computed. This computed amount in part or in full is then held as a Committed fund balance in the General Fund. This plan is scheduled to be fully funded by 2043.

The funds necessary to cover OPEB obligations is determined by a biennial actuarial as of June 30 every odd year. This actuarial computes the unfunded accrued liability, this amount is then transferred into the OPEB Trust. On even years, City staff computes the estimated OPEB unfunded liability using the assumptions presented in the prior year's actuarial. This amount in part or full is held in the General Fund as a Committed Fund Balance to be paid to the Trust in the following year per the actuarial. This plan is to be maintained at a minimum of 90% funded.

The PARS plan also has a biennial actuarial as of June 30 every odd year. The actuarial provides the PARS 'normal rate' and the unfunded actuarial liability rate. Using a weighted unfunded actuarial liability rate, the unfunded liability cost is computed, which is then held in part or in full as a Committed fund balance in the General Fund. The PARS is closed to new members and is scheduled to reach full funding by 2036.

Annually, the value of compensated absences, which is the liability of accrued sick and vacation leave, is computed. This computed amount in full is held as a Committed fund balance in the General Fund.

Refuse Stabilization

The refuse stabilization funds of \$1,964,966 were built up over a period of years using the Long Beach SERRF rebates. In Fiscal Year 2010, the rebate program ceased. The rate stabilization funds are set aside to offset sharp increases in costs due to the implementation of a new refuse related program, or offset large annual increases (greater than 10%), or unexpected increases within the fiscal year (greater than 3%) in refuse collection or disposal. New programs and rate increase of ten percent or greater is unusual, and rate increases mid-year even more so; the use of these funds to offset rate increases would be rarely used and would only provide a bridge to the new higher rate.

Economic Uncertainties

The amount for economic uncertainties is computed as 20% of the General Fund's annual operating expenditures. These funds are held to offset major or unexpected reductions in revenue. Reduction in revenue equal to or greater than 10% would trigger the use of these funds to support core city services. The city has yet to experience a ten percent drop in revenues; the use of these funds is rare.

Capital Projects

The amount for capital related contracts and purchases is limited to the required continuing appropriations or encumbrances for contracts or purchases that required Council approval. These contracts and purchases are discrete in that they are independent of other costs, easily identifiable and one-time in nature.

Assigned Funds

Assigned funds describe the portion of the fund balance that reflects the intended use of resources by the Lakewood City Council and/or the Lakewood Redevelopment Agency. The amounts set aside for an intended use can be assigned by the City Manager.

Types of Assigned Funds:

- Infrastructure and Structures
- Equipment Replacement
- Contract Services in Cases of Emergency

Infrastructures and Structures

These Assigned funds are set aside to for major emergency or unexpected necessary repairs of the City's streets, hard-scape, facilities, communication and technology systems, or other owned City property. The Assigned amount is the value of the assets before depreciation divided by thirty, which corresponds to the CAFR thirty-year depreciation schedule.

Equipment Replacement

These Assigned funds are set aside to for emergency or unexpected replacement of the City's vehicles or equipment. The Assigned amount is the value of the assets before depreciation divided by seven, which corresponds to the CAFR seven-year depreciation schedule.

Contract Services in Cases of Emergency

These Assigned funds are set aside to for contract services necessary to deal with an emergency or unexpected event. The Assigned amount is equivalent to the current one-month costs of the top eight contract services, and one-month lease from the Lakewood Stables.

Unassigned Funds

The General Fund often will have net resources in excess of what is classified in one of the four previous categories. This amount is presented as the unassigned fund balance. Only the General Fund can report a positive unassigned fund balance; however, all governmental funds can report a negative unassigned fund balance.

Use of Resources

In circumstances when an expenditure is made for a purpose for which amounts are available in multiple fund balance classifications, the order of allocation of these available funds is first restricted, second committed, third assigned, and lastly unassigned amounts.

SUMMARY

Components of the Fund Balance

Nonspendable Fund Balance

- Inherently nonspendable
- Portion of net resources that cannot be spent because of their form
- Portion of net resources that cannot be spent because they must be maintained intact

Restricted Fund Balance

- Externally enforceable limits on use
- Limitations imposed by creditors, grantors, contributors, or laws and regulations of other governments
- Limitations imposed by law through constitutional provisions or enabling legislation

Committed Fund Balance

- Council Self-imposed Limitations set in place prior to the end of the fiscal year
- Limitation imposed at highest level of decision making that requires formal action at the same level to remove

Assigned Fund Balance

- Limitation resulting from intended use
- Intended use established by the City Manager

Unassigned Fund Balance

- Total fund balance in the General Fund in excess of nonspendable, restricted, committed and assigned fund balance (surplus)
- Excess of nonspendable, restricted, and committed fund balance over total fund balance (deficit)

Use of Fund Balance

- Restricted
- Committed
- Assigned

GLOSSARY

State and local governments use three broad categories of funds: *governmental* funds, *proprietary* funds and *fiduciary* funds.

Governmental funds include the following.

- *General* fund. This fund is used to account for general operations and activities not requiring the use of other funds.
- *Special revenue* funds are required to account for the use of revenue earmarked by law for a particular purpose. State and federal fuel tax revenues require special revenue funds, because federal and state laws restrict these taxes to transportation uses.
- *Capital projects* funds are used to account for the construction or acquisition of fixed assets such as buildings, equipment and roads. Depending on its use, a fixed asset may instead be financed by a special revenue fund or a proprietary fund. A capital project fund exists only until completion of the project. Fixed assets acquired and long-term debts incurred by a capital project are assigned to the government's *General Fixed Assets* and *Long-Term Debts*.
- *Debt service* funds are used to account for money that will be used to pay the interest and principal of long-term debts. Bonds used by a government to finance major construction projects, to be paid by tax levies over a period of years, require a debt service fund to account for their repayment.

The debts of special assessment and proprietary funds are serviced within those funds, rather than by a separate debt service fund.

- *Special assessment* funds account for public infrastructure improvements financed by special levies against property holders. Sidewalk and alley repairs often rely on special assessments.

Proprietary funds include the following.

- *Internal service* funds are used for operations serving other funds or departments within a government on a cost-reimbursement basis. A printing shop, which takes orders for booklets and forms from other offices and is reimbursed for the cost of each order, would be a suitable application for an internal service fund.
- *Enterprise* funds are used for services provided to the public on a user charge basis, similar to the operation of a commercial enterprise. Water and sewage utilities are common examples of government enterprises.

Fiduciary funds are used to account for assets held in trust by the government for the benefit of individuals or other entities. The employee pension fund, created by the State of Maryland to provide retirement benefits for its employees, is an example of a fiduciary fund. Financial statements may further distinguish fiduciary funds as either *trust* or *agency* funds; a trust fund generally exists for a longer period of time than an agency fund.

RESOLUTION NO. 2016-33

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAKEWOOD AMENDING RESOLUTION NO. 2002-38 PERTAINING TO EMPLOYEE BENEFITS AND THE CLASSIFICATION AND COMPENSATION OF CITY OFFICERS AND EMPLOYEES, AND ESTABLISHING EMPLOYEE BENEFITS, DEFINING THE CONDITIONS AND HOURS OF EMPLOYMENT, AND ADOPTING A CLASSIFICATION AND COMPENSATION PLAN FOR CITY OFFICERS AND EMPLOYEES

WHEREAS, the Lakewood City Council heretofore adopted Resolutions No. 2003-38, 2003-69, 2004-35, 2005-24, 2006-34, 2007-25, 2008-32, 2009-24, 2010-30, 2011-33, 2012-29, 2013-29 and 2014-27 amending Resolution No. 2002-38 pertaining to Employee Benefits and the Classification and Compensation of City Officers and Employees; and

WHEREAS, Resolution 2014-27 approved a Memorandum of Understanding entered into between the Lakewood City Employees Association and the City Council's representatives effective for the period July 1, 2014 through June 30, 2016; and

WHEREAS, pursuant to the terms and provisions of the Meyers-Milias-Brown Act and Resolution 74-82, the City Council through its authorized representatives have met at reasonable times and places with the recognized employee organization for the purpose of conferring regarding matters within scope of representation, including wages, hours and other terms and conditions of employment; and

WHEREAS, said meetings have been conducted and said parties have conferred in good faith and an agreement has been reached; and

WHEREAS, the representatives of the City Council have made and entered into a Tentative Agreement with the Lakewood City Employees Association, and have recommended the same be approved by the City Council; and

WHEREAS, representatives of said employee organization have requested that the City Council approve said Tentative Agreement as a binding contract of the city and said employee organization; and

WHEREAS, on August 19, 2011, the California Public Employees Retirement System adopted Title 2 of the California Code of Regulations, Section 570.5 to further define those items of compensation which will be included in a member's compensation for purposes of determining the member's retirement allowance and to clarify existing law which limited pay rates to amounts set forth on a publicly available pay schedule;

WHEREAS, the Lakewood City Council heretofore adopted Resolution No. 2010-21 implementing section 414(h)(2) Internal Revenue Code by making employee contributions pursuant to California Government Code section 20691 to the Public Employees' Retirement System on behalf of all of its employees who are members of the Public Employees Retirement System;

WHEREAS, the Lakewood City Council heretofore adopted Resolutions No. 2008-76, 94-62 and 77-75 stipulating and reaffirming that the City has elected to pay member contributions to CalPERS as compensation;

WHEREAS, the Lakewood City Council heretofore adopted Resolutions No. 2001-73 and 2005-16 authorizing establishment of supplemental retirement plans administered by Phase II Systems, PARS Trust Administrator;

WHEREAS, the Lakewood City Council entered into a contract effective February 1, 1955 as amended effective November 1, 1962, January 5, 1979 and August 22, 1999 to provide pension benefits for all eligible employees;

WHEREAS, the Tentative Agreement, attached hereto for the fiscal years 2016-2017 and 2017-2018 along with this resolution shall constitute the City of Lakewood employee benefits, definitions and conditions of hours of employment and the classification and compensation plans for all city officers and employees within the classified service;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Lakewood as follows:

SECTION 1. Resolution No. 2002-38 and its amendments Resolution No. 2003-38, 2003-69, 2004-35, 2005-24, 2006-34, 2007-25, 2008-32, 2009-24, 2010-30, 2011-33, 2012-29, 2013-29 and 2014-27 pertaining to Employee Benefits and Classification are hereby repealed.

SECTION 2. All other recitals hereto remain in full force and effect.

SECTION 3. The Tentative Agreement, as specified in Attachment "A" attached, is hereby affirmed.

SECTION 4. The City Manager is hereby authorized and directed to execute a Memorandum of Understanding on behalf of the City, consistent with the terms of this resolution, subject to the approval as to form by the City Attorney.

SECTION 5. Except as otherwise provided by resolution or ordinance, the classification and compensation plan of city officers and employees shall be in accordance with Attachment "B" attached hereto and made a part hereof as though set forth in full. For the purposes of said classification and compensation plan the following definitions shall apply:

A. Executive Management Officers shall mean the City Manager, Assistant City Manager, Deputy City Manager and all department directors.

B. Management and Administrative Officers shall mean employees appointed as assistant directors, superintendents and managers who directly assist the head of a department.

C. *Supervisory and Junior Administrative Employees* are employees appointed as supervisors, professionals, analysts, specialists, program coordinators and community conservation representatives.

D. *General or Miscellaneous Employees* shall mean all other employees appointed to a position in the classified service.

SECTION 5. Nonclassified Officers and Employees. Except where otherwise provided in resolution or ordinance, the compensation and benefits for all other officers and employees, including part time, temporary, emergency and seasonal employees, shall be governed by a separate resolution.

SECTION 6. Employee Benefits and Duties

A. Attachment "A."

Revisions to employee benefits and terms and conditions of employment are hereby established as those set forth in Attachment "A" for all city officers and employees set forth in Attachment "B", except where otherwise provided in this resolution.

B. Attendance to Duty.

All officers and employees shall be in attendance at their official duties and place of work as required by this resolution or any ordinance or resolution of the city, or in accordance with the direction of the department head or City Manager. Failure on the part of any employee, absent without leave or notification to return to duty within 24 hours shall be cause for immediate discharge.

C. Hours and Days of Work.

The normal workweek for all officers and employees in the classified service shall be considered as forty (40) hours. Unless otherwise specified, each employee's regular reoccurring workweek shall be deemed to begin at the midpoint of the employee's work shift on Fridays. Those with alternative workweeks are prescribed herein. Any changes in a non-exempt employee's workweek shall be made prospectively and must be approved in writing by the Human Resources Manager.

<u>Position Title</u>	<u>Department</u>	<u>Workweek Begins</u>
Centre AV Technician (2)	Administration	Monday, 12:01 AM
Community Safety Specialist (2)	Administration	Monday, 12:01 AM
Park Maintenance Worker (Centre)	Recreation and Community Services	Sunday, 12:01 AM
Media Operations Specialist I	Administration	Monday, 12:01 AM
Parking Control Leadworker	Administrative Services	Monday, 12:01 AM
Parking Control Officer (3)	Administrative Services	Monday, 12:01 AM
Sr. Park Maintenance Worker (Centre)	Recreation and Community Services	Sunday, 12:01 AM

Fair Labor Standards Act - Exemptions

The Fair Labor Standards Act (FLSA) is a federal law which requires that most employees be paid at least the federal minimum wage for all hours worked and overtime pay at time and one-half the regular rate of pay for all hours worked over 40 hours in a workweek. Section 13(a)(1) of the FLSA, provides an exemption from both minimum wage and overtime pay for employees employed as bona fide executive, administrative, professional and outside sales employees. Section 13(a)(1) and Section 13(a)(17) also exempt certain computer employees. To qualify for exemption, employees generally must meet certain tests regarding their job duties and be paid on a salary basis at not less than \$455 per week. Effective December 1, 2016, the minimum weekly salary will be \$913 per week. In order for an exemption to apply, an employee's specific job duties and salary must meet all the requirements of the Department's regulations.

Salary Basis Requirement

Being paid on a "salary basis" means an employee regularly receives a predetermined amount of compensation each pay period on a weekly, or less frequent, basis. The predetermined amount cannot be reduced because of variations in the quality or quantity of the employee's work. Subject to exceptions listed below, an exempt employee must receive the full salary for any workweek in which the employee performs any work, regardless of the number of days or hours worked. Exempt employees do not need to be paid for any workweek in which they perform no work. If the city makes deductions from an employee's predetermined salary, i.e., because of the operating requirements of the business, that employee is not paid on a "salary basis." If the employee is ready, willing and able to work, deductions may not be made for time when work is not available.

Circumstances in Which the City May Make Deductions from Pay

The city has a recognized practice of allowing partial-day deductions from the pay of exempt employees for reasons of public accountability. In accordance with the city's practice, deductions from pay are permissible:

1. when an exempt employee is absent from work for personal reasons other than sickness or disability;
2. for absences due to sickness or disability if the deduction is made in accordance with a bona fide plan, policy or practice of providing compensation for salary lost due to illness;
3. to offset amounts employees receive as jury or witness fees, or for military pay; or
4. for unpaid disciplinary suspensions of one or more full days imposed in good faith for workplace conduct rule infractions as provided for in Section 16.0 of the Personnel Rules, Regulations and Procedures.

Also, the city is not required to pay the full salary in the initial or terminal week of employment; for penalties imposed in good faith for infractions of safety rules of major significance, or for weeks in which an exempt employee takes unpaid leave under the Family and Medical Leave Act. In these circumstances, either partial day or full day deductions may be made.

City Policy

It is the city's policy to comply with the salary basis requirements of the FLSA. Therefore, all managers of the city are prohibited from making any improper deductions from the salaries of exempt employees. The city does not allow deductions that violate the FLSA.

What To Do If An Improper Deduction Occurs

If an employee believes that an improper deduction has been made to his or her salary, the employee should immediately report this information to his or her direct supervisor, or to the Human Resources Manager.

Reports of improper deductions will be promptly investigated. If it is determined that an improper deduction has occurred, the affected employee will be promptly reimbursed for any improper deduction made.

FLSA Exempt Employees

The positions designated as exempt from FLSA overtime provisions are those categorized as executive management, management and administrative officers, and supervisory and junior administrative officers and employees, excluding the following: Community Conservation Representative.

D. Mileage

When authorized, city officers and employees shall receive mileage reimbursement in an amount equivalent with the Internal Revenue Service standard mileage rate to cover the use by them in City business of their personal vehicles while performing official duties. An itemized statement on a form provided by the Director of Administrative Services shall be submitted for approval by the City Manager.

Supervisory and Junior Administrative officers and employees shall be paid the aforementioned mileage allowance and, in addition, shall receive a monthly auto allowance of \$85.00 per month for the use of their vehicle in performance of City duties, except Community Services Supervisors who shall receive a monthly auto allowance of \$135.00 per month for the use of their vehicle in performance of City duties.

Management and Administrative officers shall, in lieu of said mileage reimbursement, receive an automobile allowance of \$245.00 per month for the use of their vehicle in performance of City duties.

The following officers and employees may be assigned use of a city vehicle in performance of City duties in lieu of any monthly auto allowance.

- Parks Superintendent
- Water Operations Superintendent
- Water Distribution Supervisor
- Facilities Maintenance Supervisor
- Fleet Manager
- Tree and Hardscape Supervisor
- Environmental Resources Supervisor

All employees shall receive mileage reimbursement for actual and necessary use of their private vehicles to attend authorized meetings and seminars fifty (50) miles or more from Lakewood,

provided the cost of alternative transportation (i.e., airfare, vehicle rental) is more than the City mileage expense.

F. Administrative Leave

Those persons holding a position in the categories heretofore designated as Executive Management Officers, Management and Administrative Officers and Supervisory and Junior Administrative Officers are eligible to receive administrative leave as follows:

- 1) Executive Management Officers – up to a maximum of 64 hours per fiscal year;
- 2) Management and Administrative Officers and Supervisory and Junior Administrative Officers – up to a maximum of 48 hours per fiscal year;

Nothing herein shall be construed as an absolute right to administrative leave, the granting of the same being discretionary with the department head or City Manager, both as to eligibility and the time for exercising said administrative leave. Payments for any earned and unused administrative leave at the end of the fiscal year shall be computed at the employee's regular rate of pay for the past pay period ending and paid in June of each year and distributed as follows. No such person, however, shall be eligible for any such cash payment that is not an employee of the city at the end of the fiscal year.

- 1) Executive Management Officers – distributions for all unused administrative leave shall be made to the employee's 401(a) Plan account;
- 2) Management and Administrative Officers and Supervisory and Junior Administrative Officers – distributions for all unused administrative leave shall be based upon age. Until age 40, payments shall be made in cash to eligible employees. Payments made after the employee has achieved age 40 shall be paid 33% to the employee's 401(a) Plan account and 67% in cash; after age 45, annual distribution shall be 67% to the employee's 401(a) Plan account and 33% to employee in cash; and after age 50, the entire administrative leave payment shall be deposited in the employee's 401(a) Plan account.

Administrative Leave Payoff at Termination: Upon termination, whether or not concurrently retiring under CalPERS, benefits shall be paid to the employee's 401(a) Plan account as follows:

- 1) Executive Management Officers shall receive a lump sum amount equal to the number of hours of administrative leave accrued at termination of employment multiplied by the 401(a) Plan Participant's Hourly Pay Rate at the time of termination.
- 2) Management and Administrative Officers and Supervisory and Junior Administrative Employees who are separating, but not retiring shall receive a lump sum amount equal to the sum of administrative leave and compensatory time accrued at termination of employment multiplied by the 401(a) Plan Participant's Hourly Rate of Pay at the time of termination.

G. Executive Management Compensation

The provision of this resolution relating to assignment of officers and employees to pay rate steps and to pay step advancement shall apply to Executive Management Officers in the Wage, Salary and Classification Plan attached herein. Said officers and employees shall be reviewed by the City Manager and placed at a level of compensation within the applicable salary schedule

which has been designated by this resolution for said officer of the employee's position for the first pay period ending in July.

Executive Management Officers are also entitled to a merit pay/performance bonus annually on July 1st not to exceed a total of six percent (6%) in any six (6) month period and a total of eight percent (8%) in any twelve (12) month period provided they have met the performance goals and objectives set for them by the City Manager.

H. Compensatory Time for Supervisory and Junior Administrative Employees

Supervisory and exempt Junior Administrative employees shall be compensated for time worked in excess of forty (40) hours in their normal workweek at the rate of one hour of compensatory time off for each one hour worked. Non-exempt Junior Administrative employees shall be compensated for time worked in excess of forty (40) hours in their normal workweek at the rate of one and one-half hours of compensatory time off or overtime pay for each one hour worked. Executive Management, Management and Administrative Employees shall not be compensated for overtime hours worked.

Notwithstanding any provision of this section to the contrary, all overtime must be approved by the department head prior to being worked, except in the case of an emergency, which shall be reported to the City Manager on the next day of work following the emergency for the City Manager's approval. No credit shall be given to exempt employees for less than one-half ($\frac{1}{2}$) hour of overtime or to non-exempt employees for less than ten (10) minutes of overtime worked in any workweek.

Compensatory Time for "Gatekeeper" Services - Supervisory and Junior Administrative Employees shall be compensated for time worked as "gatekeepers" at the rate of nine hours of gatekeeper compensatory time (GCT) earned for each weekly rotation served. Service as gatekeeper requires the employee to be available by portable electronic communication device during all off-duty hours of their gatekeeping rotation period to respond to city emergency situations occurring outside of the city's regular business hours. The assignment of employees to the rotating gatekeeping schedule shall be approved by the department head.

Compensatory Time accumulation shall not exceed sixty (60) unused compensatory time-off hours at any one time except during the three month period prior to payoff the maximum accumulation may not exceed 40 hours. All compensatory time off shall be taken within the fiscal year earned, or will be paid in cash at the end of the second pay period in June with the exception of compensatory time earned after the second pay period in June, which will be carried over into the next fiscal year. At that time, up to 20 hours of accumulated compensatory time will be paid in cash to the employee with any remaining hours deposited into the employee's 401(a) Plan account. At separation, all payment for accrued compensatory time off hours will be deposited into the employee's 401(a) Plan account.

Accumulated compensatory time off may be taken by an employee upon reasonable notice and prior approval of the department head. Nothing herein is intended to limit or restrict the authority of the city to require any employee to perform overtime or gatekeeper work.

For the purposes of this section, the following positions are non-exempt Supervisory and Junior Administrative employees: Community Conservation Representative.

I. Reservation of City Rights

Whenever any right is reserved to the city by this resolution or memorandum of understanding, said right may be exercised by the City Manager under the direction and/or control of the City Council.

J. Declared Disaster Pay Policy for Exempt Employees

In the event that a disaster or a state of emergency is declared in accordance with Ordinance 74-3, "exempt" employees (under FLSA) shall be compensated for overtime hours that they work as official emergency workers. Similarly, in the event that a disaster or a state of emergency that affects the City of Lakewood is declared by the County of Los Angeles, the State of California or the Federal Government, "exempt" employees shall be compensated for the overtime hours they work as official emergency workers. This emergency overtime shall be paid at an hourly rate equal to their currently monthly base salary divided by 173.33. "Emergency Overtime" shall be paid only for those hours actually worked in excess of forty (40) hours during their normal workweek.

K. Supplemental Retirement Savings Plans

The Director of Administrative Services is hereby authorized to make all necessary payroll withholdings, deposits and leave conversions as authorized by the Defined Contribution and Defined Benefit Supplemental Retirement Savings Plans as established in Resolutions No. 2001-73 and 2005-16.

L. Vacation Compensation

No Executive Management Officer shall accumulate vacation leave beyond 160 hours or their December 31, 2001 balance, whichever is greater. No Management or Administrative Officer or Supervisory or Junior Administrative Employee shall accumulate vacation leave beyond 270 hours or their December 31, 2001 balance, whichever is greater.

Employees' vacation leave accruals shall be capped as follows. At the end of any pay period, each employee shall have deposited by the City into their 401(a) Plan account a defined contribution amount equal to the product of their rate of pay times their current bi-weekly vacation accumulation entitlement in excess of their accrual cap.

- 1) Executive Management Officers – 160 hours
- 2) Management and Administrative Officers and Supervisory and Junior Administrative Employees – 270 hours

M. Longevity Pay

Employees shall receive annual lump sum longevity payments beginning at the completion of their 10th year of City service. Eligibility for longevity lump sum payments shall be certified by the City Manager or his designee to the Director of Administrative Services. The longevity lump

sum payments shall be at the rate of 1% of annual salary on achieving 10 years of service and each year thereafter for years 11, 12, 13, and 14. Upon completing 15 years of cumulative service the rate will be increased to 2% of annual salary and continue at the rate for years 16, 17, 18, and 19. Upon reaching 20 years of service, the rate will increase to 2.5% and be paid at that rate for each year of full-time service thereafter. Annual salary, for the purposes of this section, shall be calculated at the employee's current rate of pay in their regular position on the date in which eligibility is achieved. Employee's eligibility date shall be the effective date of regular full-time employment as it appears on the employee's Personnel Action Form prepared at the time of appointment.

Longevity lump sum payment shall be paid on the next regular payday after the pay period in which the eligibility date falls and shall be distributed as follows:

- 1) Executive Management Officers – their entire annual longevity payment shall be deposited into their 401(a) Plan account;
- 2) Management and Administrative Officers and Supervisory and Junior Administrative Employees – they shall receive lump sum payments for years 10, 11, 12, 13, and 14. Beginning with year 15 and continuing through year 19, employees shall have 1% of annual salary paid in cash to the employee and 1% deposited in the employee's 401(a) Plan account. Beginning with year 20 and thereafter 1% of annual salary shall be paid in cash to the employee and 1.5% of annual salary shall be deposited into the employee's 401(a) Plan account.

If an employee, after establishing a right to longevity lump sum payment, should be terminated prior to his or her eligibility date in any subsequent year by reason of death, an industrial accident disability rating of 50% or more, illness, or a non-industrial accident preventing discharge of normal duties, said employee shall receive his pro rated share of such longevity lump sum payment to the date of termination.

N. Sick Leave Accumulation and Payoff

Employees shall accrue eligibility for sick leave on the basis of eight (8) hours per month up to a maximum accumulation of either 240, 320 or 350 hours. Employees shall elect their sick leave accumulation cap at the time of appointment and may increase their cap to a higher level. Employees may not elect to decrease their cap. On the last payday each November, employees will be paid in cash for any accumulated and unused sick leave in excess of their elected cap on accumulation at the rate of sixty percent (60%) of said excess. Said cash payment shall be at the employee's rate of pay as of the payday immediately preceding the last payday in November.

Executive Management Officers shall receive 50% of any sick leave payoff they are entitled to in cash and the remaining 50% of their payoff shall be deposited into their 401(a) Plan account.

Payoff at Retirement: City will provide sick leave payoff to employees retiring directly from City service under the Public Employees' Retirement System based on the following formula:

- 1) Retiring employee will be paid for sick leave hours accrued during the calendar year of the retirement in excess of 240 hours at the rate of fifty percent (50%) of those hours.
- 2) Retiring employee will be paid for unused sick leave hours accrued prior to the calendar year in which he/she is terminating at the rate of 50% to a maximum of 120 paid hours.

All sick leave hours paid upon separation for an Executive Management Officer, Management and Administrative Officer, or Supervisory and Junior Administrative Employee shall be deposited in the employee's 401(a) Plan account.

O. Long Term Disability Insurance

The City shall pay the premium and shall select and administer a Long Term Disability insurance plan. The benefit shall be 66% of maximum monthly base earnings up to \$8,000 and the elimination period shall be 60 days.

SECTION 7. All funds necessary to carry out the provisions of this resolution are hereby appropriated to the proper budgetary account. The compensation provided in Attachment "B" shall be effective June 19, 2016, as to all affected employees in the City's service on that date.

ADOPTED AND APPROVED THIS 28TH DAY OF JUNE, 2016.

Mayor

ATTEST:

City Clerk

TENTATIVE AGREEMENT BETWEEN
CITY OF LAKEWOOD & LAKEWOOD CITY EMPLOYEES ASSOCIATION
FISCAL YEARS 2016-2017 AND 2017-2018

The City of Lakewood (City) and Lakewood City Employees Association (LCEA) have met and conferred in good faith and have reached tentative agreement (TA) on the terms and conditions of employment and other issues within the scope of representation for the employees in the LCEA represented bargaining unit for the period July 1, 2016, to June 30, 2018. The following are the terms of the TA. The parties agree to recommend these terms and conditions for acceptance and ratification by the Lakewood City Council and the LCEA membership respectively. In reaching this TA the parties agree that they have fulfilled their obligations to meet and confer in good faith on all issues within the scope of representation concerning all bargaining unit employees. The parties also agree that after ratification the terms of the TA as set forth below shall be incorporated into a comprehensive memorandum of understanding (MOU) which shall thereupon be signed by the duly authorized representatives of the parties and then adopted by City Council resolution. That MOU, once ratified, shall be implemented and shall govern the relationship between the parties and establish the terms and conditions of employment of the affected employees for fiscal years 2016-2017 and 2017-2018.

Article 4. Basic Compensation Plan:

Section 1. Wage and Salary Plan. Add: Effective with the first paycheck in July 2016 the City shall grant an across-the-board increase of 3.5%. Effective with the first paycheck in July 2017, the City shall grant an across-the-board increase of 3%.

Section 11. Special Compensation. Add from 2015 Side Letter Agreement: (3) Bilingual Pay – Any employee required by the City to routinely and regularly use his/her translation and interpretation skills in the performance of his or her regular duties that include customer service and public contact will be eligible for bilingual pay. Should the employee's duties change such that the use of bilingual skills is no longer required, the bilingual skill pay shall cease. Eligibility for bilingual pay is subject to the approval of the Department Director and the Personnel Officer and their decision is not subject to appeal. Further, the number of employees to be approved as qualified to translate in any language shall be at the sole discretion of the City and such determination is not subject to any appeal. An employee required to use bilingual skills shall receive \$50 per month pay in addition to his/her regular salary.

Section 16. Career Employees Medical Retirement Benefit. Revised (A)(2) for clarity, updated information and current practices to (C) and (F)

(A) Eligibility requirements for the plan are:

- (1) Employee must retire under California Public Employees Retirement System (CalPERS) directly from Lakewood City Service during the term of this agreement;
- (2) Employee must attain the age of 55 years or older and have completed at least 20 years of service with Lakewood, 10 years of which is immediately prior to

retirement with the City of Lakewood as a full-time regular employee; OR attain the age of 60 years and have completed at least 15 years of service, 10 years of which is immediately prior to retirement with the City of Lakewood as a full-time regular employee.

- (B) Subject to the cost containments below, a qualifying employee who retires during the term of this agreement shall receive a monthly defined benefit as listed below, until such time as retiree has met the insured status requirement for Medicare. Thereafter, the retiree's payment shall be reduced to the Medicare-eligible amount.
- (C) Effective July 1, 2016: eligible employees retiring under the term of this agreement will receive a career employees' medical retirement benefit at an amount equivalent to 100% of the Kaiser single employee new rate under the CalPERS plans for Pre-Medicare (\$543.83), and Medicare-coordination (\$297.23) retirees retrospectively; this benefit will change on January 1, 2017, and each consecutive year for the term of the agreement to adjust to the Kaiser single person rate. For purposes of calculating the Kaiser retiree rate, the city shall use the rate charged in Los Angeles County.
- (D) For retirees enrolled in a CalPERS medical plan, the City provided Career Employees Medical Retirement Benefit is reduced by the Public Employees Medical and Hospital Care Act (PEMHCA) minimum employer contribution. In no instance shall the total of both benefits (Career Employees Medical Retirement Benefit and PEMHCA) increase to exceed 100 percent of the single person Kaiser Premium.
- (E) The City shall determine the insured status requirement of Medicare on the basis of the retiree's ability to satisfy the required social security quarters of coverage (SSQC) or government employment quarters of coverage (GEQC) necessary for Medicare Part A (Hospitalization).
- (F) In the same manner as CalPERS, qualified retirees shall receive an annual cost-of-living adjustment in their benefit not exceeding 2% annually for the duration of the retiree's eligibility.

Article 10. Work Hours and Holidays: (add new rosters of holidays for fiscal years 2016-17 and 2017-2018.)

Article 12. Sick Leave: Modify article to document city's compliance with the "Healthy Workplaces, Healthy Families Act of 2014" so employees know how this law applies to them.

Sick leave with pay shall be granted to all City employees covered by the Agreement as provided in this section. Sick leave shall not be considered as a right to which an employee is entitled at his discretion, but means and includes an approved absence from employment because of actual sickness or disability. Sick leave shall be approved by the Department Head and the City Manager. The City reserves the right to modify this policy to the extent the legal obligations under the Healthy Workplaces, Healthy Families Act of 2014 are further clarified by the legislature, a court, or other regulatory body.

- (A) **Accrual.** Employees shall accrue eligibility for sick leave on the basis of eight hours per month up to a maximum accumulation of either 240, 320 or 350 hours. Employees shall elect their sick leave accumulation cap at the time of appointment and may increase

their cap in accordance with Section (B) (2) of this article. Employees may not elect to decrease their cap.

- (1) Newly hired employees begin to accrue paid sick leave on the first day of employment.

(B) Accumulation and Payoff.

- (1) On the last pay day each November, employees will be paid in cash for any accumulated and unused sick leave in excess of their elected sick leave cap on accumulation at the rate of 60% of said excess. Said cash payment shall be at the employee's rate of pay as of the pay day immediately preceding the last pay day in November.
- (2) Employees may individually elect to increase their current cap on accumulated sick leave to coordinate with the 60-day Long-term Disability Insurance elimination period requirements. Such an election is entirely voluntary and will be subject to time frames established by the City.

(C) Catastrophic Leave Program. With the approval of the City Manager or his or her designee, employees may contribute a portion of their accrued sick leave hours for the use of an employee who has exhausted all other paid leave benefits and is unable to work. Specified below are the eligibility criteria for donating leave and receiving leave donations.

- (1) Donating Leave. In order to be eligible to donate sick leave hours, an employee must have a minimum balance of 120 hours in their leave bank after the donated hours are made.
- (2) Receiving Leave Donations. The maximum amount of donated sick leave an employee may receive for any one illness or injury is 60 days. An employee who has already exhausted all of his/her accrued paid leave (or is about to exhaust it) may request leave donations under the following conditions:
 - i. Because of employee's own serious illness or injury; or
 - ii. Because employee's immediate family member has a serious life threatening illness or injury. A "serious life threatening illness or injury" is defined as an injury or illness which is terminal or life threatening, as certified by the individual's personal physician.

(3) Immediate Family Members. Qualifying family members are limited to the following:

- i. Employee's spouse or registered domestic partner;
- ii. Employee's child(ren); and
- iii. Employee's parent(s)

(D) Supplement to Workers Compensation. Employees may use earned and accumulated sick leave benefits to supplement payments received from Workers Compensation Insurance to make up the difference between said payment and the employee's regular

salary.

(E) Sick leave may be used for:

- (1) An absence necessitated by the employee's physical incapacity as may be prompted by illness, injury, pregnancy disability, preventive care or diagnosis, care or treatment of an existing health condition, or the illness, injury, preventive care or diagnosis, care or treatment of an existing health condition of an employee's immediate family member which necessitates the employee's absence. Immediate family is defined as spouse, legal domestic partner, child, step-child, foster child, father, mother, brother, sister, brother-in-law, sister-in-law, son-in-law, daughter-in-law, father-in-law, mother-in-law, aunt, uncle, nephew, niece, stepparent, grandparents, grandchildren or persons living in the same household and related by blood.
- (2) Medical and dental office appointments when the employee cannot obtain an appointment during off-duty hours for the employee or his or her dependents.
- (3) Absence due to exposure to a contagious disease when quarantine is imposed by health authorities.
- (4) Sick leave may be used for all qualifying events as provided for under the city's Family Care and Medical Leave Policy.
- (5) Sick leave may be used for all qualifying events and eligible family members as provided for under the Healthy Workplaces, Healthy Families Act of 2014. Employees may also use sick leave to obtain relief or services related to being a victim of domestic violence, sexual assault or stalking, including the following with appropriate certification of the need for such services:
 - i. A temporary restraining order or restraining order.
 - ii. Other injunctive relief to help ensure the health, safety or welfare of themselves or their children.
 - iii. To seek medical attention for injuries caused by domestic violence, sexual assault, or stalking.
 - iv. To obtain services from a domestic violence shelter, program, or rape crisis center as a result of a domestic violence, sexual assault or stalking.
 - v. To obtain psychological counseling related to an experience of domestic violence, sexual assault, or stalking.
 - vi. To participate in safety planning and take other actions to increase safety from future domestic violence, sexual assault or stalking, including temporary or permanent relocation.
- (6) Vacation may not be used in lieu of sick leave for an employee's own sickness or medical appointments unless sick leave accruals have been exhausted first.
- (7) Absence not to exceed three working days because of death, serious illness or illness when death appears imminent, of a member of the employee's immediate family. Immediate family is defined as spouse, legal domestic partner, child,

father, mother, brother, sister, brother-in-law, sister-in-law, son-in-law, daughter-in-law, father-in-law, mother-in-law, aunt, uncle, nephew, niece, stepparent, stepchild, grandparents, grandchildren or persons living in the same household and related by blood.

- (F) **Notification Requirements:** An employee shall provide reasonable advance notification of their need to use accrued paid sick leave to their immediate supervisor (or other person selected by the Department Head) if the need for paid sick leave is foreseeable (e.g., doctor's appointment scheduled in advance). If the need for paid sick leave use is unforeseeable, the employee shall provide notice of the need for the leave to their supervisor as soon as practicable. Whenever reasonably possible, an employee shall notify his immediate supervisor or other person selected by the Department Head prior to or within 30 minutes after the time set for beginning of his/her daily duties.

- (G) **Physician's Certificate:** The City may require a physician's certificate under the following conditions:
 - (1) After an absence of three (3) continuous days due to the employee's own illness or disability period to indicate employee is medically released to return to work, with or without restrictions.

 - (2) If the City Manager or Department Head has reasonable cause to believe that the benefit is being abused by an employee

- (H) **Overtime Computation:** Paid sick leave will not be considered hours worked for purposes of over-time calculation.

- (I) **Separation from the City:** An employee will not receive compensation for unused paid sick leave upon termination, resignation, or other separation from employment of the City. Certain exceptions apply (see Article 13).
 - (1) If an employee separates from City employment and is rehired by the City within one year of the date of separation, previously accrued and unused paid sick leave hours shall be reinstated to the extent required by law.

Article 14. Bereavement Leave: Add language to specify employees can take up to 2 days of Bereavement Leave beginning July 2016 and up to 3 days in July 2017.

Effective July 1, 2016, a Department Head or designee may authorize bereavement leave with pay for an absence due to the death, serious illness or illness when death appears imminent, of a member of the employee's immediate family under the terms and conditions listed below.

- (A) **Immediate Family:** is defined as spouse, legal domestic partner, child, father, mother, brother, sister, brother-in-law, sister-in-law, son-in-law, daughter-in-law, father-in-law, mother-in-law, aunt, uncle, nephew, niece, stepparent, stepchild, grandparents, grandchildren or persons living in the same household and related by blood.

- (B) **Number of Paid Bereavement Leave Days:** Effective July 1, 2016, employees shall be allowed a total of up to two (2) working days of bereavement leave with pay in a twelve

month period. Effective July, 2017, employees shall be allowed a total of up to three (3) working days of bereavement leave with pay in a twelve month period.

- (C) Compensation for Additional Bereavement Leave: Employees may request additional time off for bereavement leave purposes; however, any time off in excess of the time periods listed above shall be charged to the employee's designated accrued leave, e.g. vacation, compensatory time off, sick leave. The use of accrued sick leave for bereavement purposes shall be subject to the provisions specified in Sick Leave, Article 12 (E) (7).
- (D) Bereavement Leave Request: Employee shall give notice to his/her immediate supervisor as soon as possible and shall, if requested by the employee's supervisor, provide substantiation to support the request upon the employee's return to work.

Article 24. Cafeteria Benefit Plan: Revise Section 3 to read: Effective with the first pay check in December 2016, the City shall provide an increase of \$25.00 per month for a total monthly contribution of \$1,184.02 towards cafeteria benefits. Effective with the first pay check in December 2017, the City shall provide an increase of \$25.00 per month for a total monthly contribution of \$1,209.02 towards cafeteria benefits. The cafeteria monthly contribution is inclusive of the statutory Public Employees Medical and Hospital Care Act (PEMHCA) minimum contribution.

Article 26. Retirement System: Section 4: Retiree Medical: Update (C) to reflect revised PEHMCA rates and read: In 2016, the PEMHCA minimum employer contribution was \$125 per month; in 2017 it is \$128.

Article 27. Education Assistance: Add language to (E) that limits city's education assistance for employees attending community college per employee, per fiscal year to \$1500 or 50% of the cost of tuition, whichever is less.

- (E) All educational grants herein authorized to be made to an employee are limited per employee not to exceed a maximum grant:
 - (1) per semester, the amount charged by the California State University system for six units for said tuition or instruction fees for employees attending an accredited four-year college or university;
 - (2) per fiscal year, \$1,500 or 50% of the cost of tuition (whichever is less) for employees attending a community college.

Article 40. Employee Organizational Rights and Responsibilities. Section 6. Release Time: Increase number of days Association can meet with the membership from 2 to 3 for Meet and Confer (before start of negotiations, midway through negotiations and at end of negotiations).

Meet and Confer - The City will continue to provide each Association negotiating team member with half (1/2) hour of preparation time for meet and confer meetings and other time off as is specifically written in the current MOU. During the meet and confer process, the Association may hold

a.m.-12:30 p.m. and Session 2: 12:30-1:30 p.m.) to identify the membership's priorities, get further direction from the membership and to ratify the agreement. Employees with a 30-minute lunch break will be given 30 minutes of release time to attend these one-hour Association meetings. The first meeting to be held before the start of negotiations, the second meeting near the midpoint of negotiations and the third meeting to be held for ratification of tentative agreement.

Article 48. Memorandum of Understanding: The term of this memorandum of understanding shall be from July 1, 2016, to and concluding June 30, 2018.

Re-Openers (limited to FY 2017-18): Entertain discussions regarding issues involving certification pay, sick leave cash-out and the cafeteria allowance.

Salary Upgrades: After review of a salary survey that was completed the following classifications will receive a salary upgrade.

- Water Maintenance Worker from 10A to 12A and re-title Water Utility Worker; for consistency, re-title Senior Water Maintenance Worker to Senior Water Utility Worker.
- Personnel Clerk from 10A to 12A

City of Lakewood

Lakewood City Employees Association

By: W. L. Chen

By: [Signature]

Date: June 13, 2016

Date: June 13, 2016

**WAGE, SALARY AND CLASSIFICATION PLAN
FY 2016-2017
(Effective June 19, 2016)**

**GENERAL OR MISCELLANEOUS EMPLOYEES
(LAKEWOOD CITY EMPLOYEES ASSOCIATION)**

Schedule No.	Classification	Step 1 Monthly*	Step 2 Monthly*	Step 3 Monthly*	Step 4 Monthly*	Step 5 Monthly*
1A	Intermediate Clerk Typist	3104	3258	3422	3591	3771
2A	PABX Operator/Receptionist	3185	3341	3510	3684	3871
6A	Account Clerk	3513	3687	3874	4067	4271
6A	Senior Clerk	3513	3687	3874	4067	4271
7A	Maintenance Worker	3600	3777	3968	4164	4374
8A	Administrative Clerk	3689	3876	4068	4272	4488
8A	Customer Service Liaison	3689	3876	4068	4272	4488
8A	Parking Control Officer	3689	3876	4068	4272	4488
8A	Public Utility Customer Service Representative	3689	3876	4068	4272	4488
8A	Purchasing Clerk	3689	3876	4068	4272	4488
10A	Building Clerk	3881	4073	4278	4493	4718
10A	Community Safety Specialist	3881	4073	4278	4493	4718
10A	Park Maintenance Worker	3881	4073	4278	4493	4718
10A	Senior Account Clerk	3881	4073	4278	4493	4718
12A	Secretary	4076	4279	4494	4721	4955
12A	Personnel Clerk	4076	4279	4494	4721	4955
12A	Tree Trimmer I	4076	4279	4494	4721	4955
12A	Water Utility Worker	4076	4279	4494	4721	4955
13A	Accounting Technician	4176	4385	4602	4835	5077
13A	Licensed Pesticide Applicator	4176	4385	4602	4835	5077
13A	Senior Park Maintenance Worker	4176	4385	4602	4835	5077
13A	Skilled Trades Worker	4176	4385	4602	4835	5077
14A	Centre AV Technician	4279	4494	4721	4955	5204
14A	Graphics & Media Technician	4279	4494	4721	4955	5204
14A	Irrigation Repair Worker	4279	4494	4721	4955	5204
14A	Light Equipment Operator	4279	4494	4721	4955	5204
14A	Media Operations Spec. I	4279	4494	4721	4955	5204
15A	Administrative Secretary	4385	4602	4835	5077	5330
15A	Fleet Maintenance Technician	4385	4602	4835	5077	5330
15A	Personnel Technician	4385	4602	4835	5077	5330
15A	Senior Water Utility Worker	4385	4602	4835	5077	5330
15A	Tree Trimmer II	4385	4602	4835	5077	5330
16A	Maintenance Carpenter	4497	4723	4958	5208	5467
16A	Maintenance Painter	4497	4723	4958	5208	5467
16A	Maintenance Plumber	4497	4723	4958	5208	5467
18A	Fleet Maintenance Lead Worker	4726	4961	5210	5470	5746
18A	Media Operations Spec. II	4726	4961	5210	5470	5746
18A	Park Maintenance Lead Worker	4726	4961	5210	5470	5746
18A	Parking Control Lead Worker	4726	4961	5210	5470	5746
18A	Public Works Aide	4726	4961	5210	5470	5746
18A	Pump Station Operator	4726	4961	5210	5470	5746
18A	Skilled Trades Lead Worker	4726	4961	5210	5470	5746
18A	Tree Lead Worker	4726	4961	5210	5470	5746
19A	Printing Services Lead Worker	4845	5086	5339	5609	5888
20A	Deputy City Clerk	4961	5210	5470	5746	6031
20A	Water Distribution Lead Worker	4961	5210	5470	5746	6031
23A	Water Production Lead Worker	5346	5613	5894	6188	6498
24A	Public Works Inspector	5480	5753	6043	6343	6661
26A	Maintenance Electrician	5753	6041	6346	6660	6996
29A	Helicopter Pilot I	6213	6522	6849	7192	7550

*Published monthly rates are rounded to whole dollars. Actual rates are rounded to four decimal places

**WAGE, SALARY AND CLASSIFICATION PLAN
FY 2016-2017
(Effective June 19, 2016)**

SUPERVISORY AND JUNIOR ADMINISTRATIVE EMPLOYEES

Schedule		Step 1	Step 2	Step 3	Step 4	Step 5
No.	Classification	Monthly*	Monthly*	Monthly*	Monthly*	Monthly*
15B	Management Aide	4385	4603	4835	5077	5330
16B	Administrative Assistant I	4504	4731	4967	5216	5477
16B	Crime Prevention Specialist	4504	4731	4967	5216	5477
16B	Planning Technician	4504	4731	4967	5216	5477
18B	Accountant	4733	4970	5220	5480	5754
18B	Supervising Parking Control Officer	4733	4970	5220	5480	5754
20B	Recreation Program Coordinator	4971	5221	5481	5757	6043
20B	Video Producer	4971	5221	5481	5757	6043
22B	Administrative Assistant II	5222	5484	5759	6048	6348
24B	Assistant Planner	5487	5763	6053	6356	6674
24B	Community Conservation Rep.	5487	5763	6053	6356	6674
24B	Community Services Supervisor	5487	5763	6053	6356	6674
24B	Community Transportation Supervisor	5487	5763	6053	6356	6674
24B	Human Resources Analyst	5487	5763	6053	6356	6674
24B	Media Services Coordinator	5487	5763	6053	6356	6674
24B	Public Information Specialist	5487	5763	6053	6356	6674
26B	Housing Specialist	5772	6061	6362	6681	7016
26B	Senior Management Analyst	5772	6061	6362	6681	7016
27B	Environmental Resources Supv.	5911	6208	6517	6844	7186
27B	Facilities Maint. Supervisor	5911	6208	6517	6844	7186
27B	Fleet Manager	5911	6208	6517	6844	7186
27B	Tree & Hardscape Supervisor	5911	6208	6517	6844	7186
28B	Community Relations Manager	6059	6361	6680	7012	7367
28B	Senior Producer	6059	6361	6680	7012	7367
28B	Water Distribution Supervisor	6059	6361	6680	7012	7367
29B	Associate Planner	6213	6522	6849	7192	7550
29B	Environmental Programs Manager	6213	6522	6849	7192	7550
29B	GIS Analyst	6213	6522	6849	7192	7550
29B	Water Administration Manager	6213	6522	6849	7192	7550
31B	Community Services Manager	6527	6852	7196	7557	7931
31B	Senior Human Resources Analyst	6527	6852	7196	7557	7931

***Published monthly rates are rounded to whole dollars. Actual rates are rounded to four decimal places**

**WAGE, SALARY AND CLASSIFICATION PLAN
FY 2016-2017
(Effective June 19, 2016)**

MANAGEMENT AND ADMINISTRATIVE OFFICERS

Schedule No.	Classification	Step 1 Monthly*	Step 2 Monthly*	Step 3 Monthly*	Step 4 Monthly*	Step 5 Monthly*
31B	Senior Accountant	6527	6852	7196	7557	7931
32B	Crime Prevention Manager	6691	7025	7375	7744	8133
32B	Project Manager	6691	7025	7375	7744	8133
32B	Community Development Coordinator	6691	7025	7375	7744	8133
33B	Helicopter Pilot II	6850	7194	7556	7930	8328
34B	Neighborhood Preservation Mgr.	7022	7375	7742	8130	8538
35B	Senior Planner	7197	7559	7935	8330	8746
35B	Executive Assistant	7197	7559	7935	8330	8746
36B	IT Services Manager	7377	7747	8134	8539	8966
36B	Senior Project Manager	7377	7747	8134	8539	8966
36B	Finance Manager	7377	7747	8134	8539	8966
38B	Assistant to the City Manager	7752	8141	8546	8974	9424
38B	Parks Superintendent	7752	8141	8546	8974	9424
38B	Purchasing Officer	7752	8141	8546	8974	9424
40B	Asst. Dir., Rec. & Comm. Serv.	8152	8561	8990	9437	9909
40B	Asst. Director, Admin Services	8152	8561	8990	9437	9909
40B	Asst. Director, Comm. Dev.	8152	8561	8990	9437	9909
40B	Asst. Director, Public Works	8152	8561	8990	9437	9909
40B	Asst. Director of Water Resources	8152	8561	8990	9437	9909
40B	City Clerk	8152	8561	8990	9437	9909
40B	Human Resources Manager	8152	8561	8990	9437	9909
40B	Public Information Officer	8152	8561	8990	9437	9909
40B	Water Operations Superintendent	8152	8561	8990	9437	9909

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WAGE, SALARY AND CLASSIFICATION PLAN
FY 2016-2017
(Effective June 19, 2016)

EXECUTIVE MANAGEMENT OFFICERS

Schedule No.	Classification	Step 1 Monthly*	Step 2 Monthly*	Step 3 Monthly*	Step 4 Monthly*	Step 5 Monthly*
EDCM	Deputy City Manager	12452	13075	13729	14415	15137
EDCD	Director of Comm. Dev	12452	13075	13729	14415	15137
EDRS	Director of Recreation and Community Services	12452	13075	13729	14415	15137
EDWR	Director of Water Resources	12633	13264	13927	14624	15355
EACM	Asst. City Mgr	13284	13949	14645	15378	16147
EDPW	Director of Public Works	13284	13949	14647	15378	16147
EDAS	Director of Administrative Services	14662	15397	16165	16974	17822

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**WAGE, SALARY AND CLASSIFICATION PLAN
FY 2017-2018
(Effective June 18, 2017)**

**GENERAL OR MISCELLANEOUS EMPLOYEES
(LAKEWOOD CITY EMPLOYEES ASSOCIATION)**

Schedule No.	Classification	Step 1 Monthly*	Step 2 Monthly*	Step 3 Monthly*	Step 4 Monthly*	Step 5 Monthly*
1A	Intermediate Clerk Typist	3197	3356	3525	3699	3884
2A	PABX Operator/Receptionist	3280	3441	3616	3795	3987
6A	Account Clerk	3618	3797	3990	4189	4399
6A	Senior Clerk	3618	3797	3990	4189	4399
7A	Maintenance Worker	3708	3891	4087	4289	4505
8A	Administrative Clerk	3800	3992	4190	4400	4623
8A	Customer Service Liaison	3800	3992	4190	4400	4623
8A	Parking Control Officer	3800	3992	4190	4400	4623
8A	Public Utility Customer Service Representative	3800	3992	4190	4400	4623
8A	Purchasing Clerk	3800	3992	4190	4400	4623
10A	Building Clerk	3997	4195	4406	4628	4860
10A	Community Safety Specialist	3997	4195	4406	4628	4860
10A	Park Maintenance Worker	3997	4195	4406	4628	4860
10A	Senior Account Clerk	3997	4195	4406	4628	4860
12A	Personnel Clerk	4198	4408	4629	4862	5104
12A	Secretary	4198	4408	4629	4862	5104
12A	Tree Trimmer I	4198	4408	4629	4862	5104
12A	Water Utility Worker	4198	4408	4629	4862	5104
13A	Accounting Technician	4302	4516	4741	4980	5229
13A	Licensed Pesticide Applicator	4302	4516	4741	4980	5229
13A	Senior Park Maintenance Worker	4302	4516	4741	4980	5229
13A	Skilled Trades Worker	4302	4516	4741	4980	5229
14A	Centre AV Technician	4408	4629	4862	5104	5360
14A	Graphics & Media Technician	4408	4629	4862	5104	5360
14A	Irrigation Repair Worker	4408	4629	4862	5104	5360
14A	Light Equipment Operator	4408	4629	4862	5104	5360
14A	Media Operations Spec. I	4408	4629	4862	5104	5360
15A	Administrative Secretary	4516	4741	4980	5229	5490
15A	Fleet Maintenance Technician	4516	4741	4980	5229	5490
15A	Personnel Technician	4516	4741	4980	5229	5490
15A	Senior Water Utility Worker	4516	4741	4980	5229	5490
15A	Tree Trimmer II	4516	4741	4980	5229	5490
16A	Maintenance Carpenter	4632	4865	5107	5364	5631
16A	Maintenance Painter	4632	4865	5107	5364	5631
16A	Maintenance Plumber	4632	4865	5107	5364	5631
18A	Fleet Maintenance Lead Worker	4867	5110	5366	5634	5918
18A	Media Operations Spec. II	4867	5110	5366	5634	5918
18A	Park Maintenance Lead Worker	4867	5110	5366	5634	5918
18A	Parking Control Lead Worker	4867	5110	5366	5634	5918
18A	Public Works Aide	4867	5110	5366	5634	5918
18A	Pump Station Operator	4867	5110	5366	5634	5918
18A	Skilled Trades Lead Worker	4867	5110	5366	5634	5918
18A	Tree Lead Worker	4867	5110	5366	5634	5918
19A	Printing Services Lead Worker	4990	5238	5499	5777	6065
20A	Deputy City Clerk	5110	5366	5634	5918	6212
20A	Water Distribution Lead Worker	5110	5366	5634	5918	6212
23A	Water Production Lead Worker	5506	5782	6071	6374	6693
24A	Public Works Inspector	5644	5926	6224	6534	6861
26A	Maintenance Electrician	5926	6223	6536	6860	7206
29A	Helicopter Pilot I	6399	6718	7054	7408	7776

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**WAGE, SALARY AND CLASSIFICATION PLAN
FY 2017-2018
(Effective June 18, 2017)**

SUPERVISORY AND JUNIOR ADMINISTRATIVE EMPLOYEES

Schedule No.	Classification	Step 1 Monthly*	Step 2 Monthly*	Step 3 Monthly*	Step 4 Monthly*	Step 5 Monthly*
15B	Management Aide	4517	4741	4980	5229	5490
16B	Administrative Assistant I	4639	4872	5116	5373	5642
16B	Crime Prevention Specialist	4639	4872	5116	5373	5642
16B	Planning Technician	4639	4872	5116	5373	5642
18B	Accountant	4875	5119	5377	5644	5927
18B	Supervising Parking Control Officer	4875	5119	5377	5644	5927
20B	Recreation Program Coordinator	5121	5378	5645	5930	6224
20B	Video Producer	5121	5378	5645	5930	6224
22B	Administrative Assistant II	5379	5648	5932	6229	6539
24B	Assistant Planner	5652	5936	6234	6546	6874
24B	Community Conservation Rep.	5652	5936	6234	6546	6874
24B	Community Services Supervisor	5652	5936	6234	6546	6874
24B	Community Transportation Supervisor	5652	5936	6234	6546	6874
24B	Human Resources Analyst	5652	5936	6234	6546	6874
24B	Media Services Coordinator	5652	5936	6234	6546	6874
24B	Public Information Specialist	5652	5936	6234	6546	6874
26B	Housing Specialist	5945	6243	6553	6882	7226
26B	Senior Management Analyst	5945	6243	6553	6882	7226
27B	Environmental Resources Supv.	6088	6394	6713	7049	7401
27B	Facilities Maint. Supervisor	6088	6394	6713	7049	7401
27B	Fleet Manager	6088	6394	6713	7049	7401
27B	Tree & Hardscape Supervisor	6088	6394	6713	7049	7401
28B	Community Relations Manager	6240	6551	6880	7222	7588
28B	Senior Producer	6240	6551	6880	7222	7588
28B	Water Distribution Supervisor	6240	6551	6880	7222	7588
29B	Associate Planner	6399	6718	7054	7408	7776
29B	Environmental Programs Manager	6399	6718	7054	7408	7776
29B	GIS Analyst	6399	6718	7054	7408	7776
29B	Water Administration Manager	6399	6718	7054	7408	7776
31B	Community Services Manager	6723	7057	7412	7784	8169
31B	Senior Human Resources Analyst	6723	7057	7412	7784	8169

*Published monthly rates are rounded to whole dollars. Actual rates are rounded to four decimal places

**WAGE, SALARY AND CLASSIFICATION PLAN
FY 2017-2018
(Effective June 18, 2017)**

MANAGEMENT AND ADMINISTRATIVE OFFICERS

Schedule No.	Classification	Step 1 Monthly*	Step 2 Monthly*	Step 3 Monthly*	Step 4 Monthly*	Step 5 Monthly*
31B	Senior Accountant	6723	7057	7412	7784	8169
32B	Crime Prevention Manager	6892	7236	7596	7976	8377
32B	Project Manager	6892	7236	7596	7976	8377
32B	Community Development Coordinator	6892	7236	7596	7976	8377
33B	Helicopter Pilot II	7056	7410	7783	8168	8578
34B	Neighborhood Preservation Mgr.	7232	7596	7975	8374	8794
35B	Senior Planner	7413	7785	8173	8580	9009
35B	Executive Assistant	7413	7785	8173	8580	9009
36B	IT Services Manager	7598	7980	8378	8795	9235
36B	Senior Project Manager	7598	7980	8378	8795	9235
36B	Finance Manager	7598	7980	8378	8795	9235
38B	Assistant to the City Manager	7985	8386	8803	9243	9706
38B	Parks Superintendent	7985	8386	8803	9243	9706
38B	Purchasing Officer	7985	8386	8803	9243	9706
40B	Asst. Dir., Rec. & Comm. Serv.	8397	8818	9260	9720	10207
40B	Asst. Director, Admin Services	8397	8818	9260	9720	10207
40B	Asst. Director, Comm. Dev.	8397	8818	9260	9720	10207
40B	Asst. Director, Public Works	8397	8818	9260	9720	10207
40B	Asst. Director of Water Resources	8397	8818	9260	9720	10207
40B	City Clerk	8397	8818	9260	9720	10207
40B	Human Resources Manager	8397	8818	9260	9720	10207
40B	Public Information Officer	8397	8818	9260	9720	10207
40B	Water Operations Superintendent	8397	8818	9260	9720	10207

*Published monthly rates are rounded to whole dollars. Actual rates are rounded to four decimal places

**WAGE, SALARY AND CLASSIFICATION PLAN
FY 2017-2018
(Effective June 18, 2017)**

EXECUTIVE MANAGEMENT OFFICERS

Schedule		Step 1	Step 2	Step 3	Step 4	Step 5
No.	Classification	Monthly*	Monthly*	Monthly*	Monthly*	Monthly*
EDCM	Deputy City Manager	12825	13468	14141	14847	15591
EDCD	Director of Comm. Dev	12825	13468	14141	14847	15591
EDRS	Director of Recreation and Community Services	12825	13468	14141	14847	15591
EDWR	Director of Water Resources	13012	13662	14345	15062	15815
EACM	Asst. City Mgr	13683	14367	15084	15839	16631
EDPW	Director of Public Works	13683	14367	15086	15839	16631
EDAS	Director of Administrative Services	15102	15859	16650	17483	18357

***Published monthly rates are rounded to whole dollars. Actual rates are rounded to four decimal places**

RESOLUTION NO. 2016-34

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAKEWOOD REPEALING RESOLUTION NO. 2015-27 PERTAINING TO HOURLY-RATED PART-TIME EMPLOYEES AND ENACTING A PERSONNEL RESOLUTION ESTABLISHING THE COMPENSATION, RULES AND REGULATIONS PERTAINING TO HOURLY-RATED PART-TIME EMPLOYEES.

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

SECTION 1. Resolution No. 2015-27, a resolution of the City Council of the City of Lakewood establishing the salaries and compensation of hourly-rated part-time employees and repealing previous resolution on the same subject matter, adopted by the City Council on June 23, 2015 is hereby repealed.

SECTION 2. This resolution shall be known as the Hourly-Rated Part-Time Employee Personnel Resolution.

SECTION 3. Hourly-rated part-time officers and employees shall be those officers and employees in the non-classified service, part-time employees, temporary, emergency and seasonal employees.

1. Compensation. Hourly-rated part-time officers and employees shall be compensated for said service in accordance with the job description and hourly rates incorporated herein as Attachment A. In the event that any adjustment in any applicable minimum wage causes any such rate to be out of compliance with minimum wage requirements, then such rate shall be adjusted automatically to comply with such minimum wage requirements.

2. Benefits. Part-time employees shall not participate in or be entitled to any benefit program of the City except as required by law.

3. Pay Periods. All part-time employees shall be paid on a biweekly basis. Payday shall be during the week following the end of the biweekly pay period.

SECTION 4. This Resolution shall become effective the 19th day of June 2016.

ADOPTED AND APPROVED THIS 28TH DAY OF JUNE 2016.

Mayor

ATTEST:

City Clerk

HOURLY RATED PART TIME EMPLOYEES

Schedule "A"	Job Description	EFFECTIVE DATE 6/19/2016	EFFECTIVE DATE 6/18/2017
	Administrative Aide I	10.3500	10.6605
	Administrative Aide II	10.7234	11.0451
	Cashier-Clerk	13.4073	13.8095
	CATV Production Assistant	17.1597	17.6745
	CATV Production Intern	15.3332	15.7932
	Center Event Technician	17.1597	17.6745
	Clerk Typist I	14.3889	14.8206
	Clerk Typist II	15.1467	15.6011
	Clerk Typist III	15.8800	16.3564
	Clerk Typist IV	16.6379	17.1370
	Clerk Typist V	17.4705	17.9946
	Clerk Typist VI	18.3526	18.9032
	Crossing Guard I	14.4014	14.8334
	Crossing Guard II	15.1718	15.6270
	Crossing Guard III	15.9047	16.3818
	Crossing Guard IV	16.7126	17.2140
	DASH Dispatcher II	13.9540	14.3726
	DASH Dispatcher III	16.0165	16.4970
	DASH Dispatcher IV	17.7563	18.2890
	DASH Transportation Driver II	13.9540	14.3726
	DASH Transportation Driver III	16.0165	16.4970
	DASH Transportation Driver IV	17.7563	18.2890
	DASH Transportation I Driver-in-Training	11.2433	11.5806
	Intern I	17.9426	18.4809
	Intern II	18.8620	19.4279
	Lifeguard I	14.3268	14.7566
	Lifeguard II	15.0473	15.4987
	Locker Attendant	11.5806	11.9280
	Maintenance Aide I	11.5806	11.9280
	Maintenance Aide II	13.9540	14.3726
	Maintenance Aide III	16.0166	16.4971
	Media Production Center Tech A	44.4342	45.7672
	Pool Manager I	19.0609	19.6327
	Pool Manager II	20.0177	20.6182
	Pool Manager III	20.9994	21.6294
	Pool Manager IV	22.0679	22.7299
	Public Works Inspector	48.9695	50.4386
	Recreation Leader I	11.5806	11.9280
	Recreation Leader II	13.9540	14.3726
	Recreation Leader III	16.0166	16.4971
	Recreation Leader IV	17.7563	18.2890

Schedule "A"	Job Description	EFFECTIVE	EFFECTIVE
		DATE	DATE
		6/19/2016	6/18/2017
	Recreation Specialist I	20.6886	21.3093
	Recreation Specialist II	25.0252	25.7760
	Recreation Specialist III	30.0825	30.9850
	Recreation Specialist IV	35.0776	36.1299
	Relief Administrative Clerk I	20.6264	21.2452
	Relief Administrative Clerk II	22.7141	23.3955
	Relief Administrative Clerk III	24.4910	25.2257
	Relief Building Inspector	65.9056	67.8828
	Relief Helicopter Pilot	37.4882	38.6128
	Relief Parking Control Officer I	20.4153	21.0278
	Relief Parking Control Officer II	22.6271	23.3059
	Relief Parking Control Officer III	24.8762	25.6225
	Relief Senior Building Inspector	86.1220	88.7057
	Relief Telephone Operator	17.5948	18.1226
	Senior Building Inspector	86.1220	88.7057
	Senior Lifeguard I	15.6065	16.0747
	Senior Lifeguard II	16.3273	16.8171
	Senior Lifeguard III	17.1723	17.6875
	Senior Lifeguard IV	18.0048	18.5449
	Senior Relief Helicopter Pilot	41.4146	42.6570
	Sports Official	20.6886	21.3093
	Student Intern	10.3500	10.6605
	Student Recreation Assistant	10.3500	10.6605
	Swimming Instructor I	14.0658	14.4878
	Swimming Instructor II	14.7864	15.2300
	Swimming Instructor III	15.5321	15.9981
	Swimming Instructor IV	16.2528	16.7404
	Video Operations Assistant I	19.9929	20.5927
	Video Operations Assistant II	20.9744	21.6036
	Video Operations Assistant III	22.0554	22.7171
	Video Operations Assistant IV	23.1489	23.8434
	Video Operations Assistant V	24.3170	25.0465
	Video Project Specialist I	26.6530	27.4526
	Video Project Specialist II	44.4342	45.7672

HOURLY RATED PART TIME EMPLOYEES

Schedule "B"	Job Description	EFFECTIVE	EFFECTIVE
		DATE	DATE
		6/19/2016	6/18/2017
	Administrative Specialist I	24.4164	25.1489
	Administrative Specialist II	25.6216	26.3903
	Administrative Specialist III	26.9138	27.7212
	Administrative Specialist IV	28.2559	29.1036
	Administrative Specialist V	29.6849	30.5755
	Aquatics Specialist I	17.7310	18.2629
	Aquatics Specialist II	18.6211	19.1797
	Aquatics Specialist III	19.5343	20.1203
	Aquatics Specialist IV	20.5283	21.1441
	Capital Project Clerk	15.8800	16.3564
	Center Event Specialist	16.7126	17.2139
	Community Services Leader II	12.9724	13.3616
	Community Services Leader III	14.9108	15.3582
	Community Services Leader IV	16.5137	17.0091
	Community Services Officer I	24.3170	25.0465
	Community Services Officer II	25.5223	26.2879
	Community Services Officer III	26.8145	27.6189
	Community Services Officer IV	28.1563	29.0010
	Community Services Officer V	29.5606	30.4475
	Community Services Specialist	19.2474	19.8248
	Construction Inspector	48.9695	50.4386
	DASH Communication Specialist I	16.5137	17.0091
	DASH Communication Specialist II	19.2475	19.8249
	DASH Paratransit Specialist I	16.5137	17.0091
	DASH Paratransit Specialist II	19.2475	19.8249
	Fingerprint Technician I	24.3170	25.0465
	Fingerprint Technician II	25.5223	26.2879
	Fingerprint Technician III	26.8144	27.6188
	Fingerprint Technician IV	28.1563	29.0010
	Fingerprint Technician V	29.5606	30.4475
	Legislative Technician I	33.2386	34.2358
	Legislative Technician II	36.1461	37.2305
	Maintenance Services Aide I	10.5619	10.8787
	Maintenance Services Aide II	12.7259	13.1077
	Maintenance Services Aide III	14.6071	15.0453
	Maintenance Services Aide IV	16.4267	16.9195
	Maintenance Trainee I	15.6563	16.1260
	Maintenance Trainee II	16.4267	16.9195

Schedule "B"	Job Description	EFFECTIVE	EFFECTIVE
		DATE	DATE
		6/19/2016	6/18/2017
	Management Trainee I	18.7999	19.3639
	Management Trainee II	19.7444	20.3367
	Media Aide	15.9545	16.4332
	Media Production Center Tech B	41.3152	42.5547
	Paratransit Communication Operator II	12.9723	13.3614
	Paratransit Communication Operator III	14.9108	15.3582
	Paratransit Communication Operator IV	16.5137	17.0091
	Paratransit Communication Operator V	19.2475	19.8249
	Paratransit Vehicle Operator I	10.4589	10.7726
	Paratransit Vehicle Operator II	12.9723	13.3614
	Paratransit Vehicle Operator III	14.9108	15.3582
	Paratransit Vehicle Operator IV	16.5137	17.0091
	Paratransit Vehicle Operator V	19.2475	19.8249
	Parking Enforcement Technician I	18.9615	19.5304
	Parking Enforcement Technician II	21.0366	21.6677
	Project Management Assistant	21.0491	21.6806
	Relief Telephone Operator/Service Receptionist	16.3770	16.8683
	Senior Community Services Specialist	27.9702	28.8093
	Service Request Representative I	19.0609	19.6327
	Service Request Representative II	20.0177	20.6183
	Service Request Representative III	21.0491	21.6806
	Support Services Clerk I	18.9865	19.5560
	Support Services Clerk II	19.9184	20.5159
	Support Services Clerk III	20.9123	21.5396
	Support Services Clerk IV	21.9560	22.6147
	Video Operations Specialist	27.2867	28.1053
	Video Operations Technician I	18.5763	19.1336
	Video Operations Technician II	19.5083	20.0936
	Video Operations Technician III	20.5023	21.1174
	Video Operations Technician IV	21.5089	22.1541
	Video Operations Technician V	22.6146	23.2931
	Water Resources Intern I	16.7688	17.2719
	Water Resources Intern II	17.6281	18.1569

COUNCIL AGENDA

June 28, 2016

TO: The Honorable Mayor and City Council

SUBJECT: ABC Unified School District Community Recreation Program

INTRODUCTION

The City of Lakewood has had a partnership with ABC Unified School District since 1973. The agreement with ABC Unified School District provides for community recreation programs to be performed by the City or District upon property of the District or City at Palms Park and Palms Elementary School.

STATEMENT OF FACT

The City entered into an agreement with ABC Unified School District in 1973 and the City has determined that sharing the property is of benefit to both Lakewood residents and students at the District's school(s). The City is desirous of continuing to contract with ABC Unified School District for this purpose.

RECOMMENDATION

Staff recommends that the City Council approve the Agreement with ABC Unified School District to continue to provide recreational facilities to students and residents for the period of July 1, 2016 to June 30, 2017.

Lisa Litzinger, Director
Recreation and Community Services



Howard L. Chambers
City Manager



RESOLUTION NO. 2016-35

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
LAKEWOOD AMENDING AND RENEWING A COMMUNITY
RECREATION PROGRAM AGREEMENT WITH THE ABC
UNIFIED SCHOOL DISTRICT

WHEREAS, the City of Lakewood, a municipal corporation, sometimes hereinafter referred to as "City," and the ABC Unified School District of Los Angeles County, California, sometimes hereinafter referred to as "District," have made and entered into a written agreement entitled "Agreement - Community Recreation Program - Joint Exercise of Powers," dated February 13, 1973; and

WHEREAS, the said agreement provides for community recreation programs to be performed by the City or District upon property of the District or City in accordance with the terms and provisions of said agreement and the resolution designating said program; and

WHEREAS, the City and District each year thereafter have entered into resolutions authorizing a community recreational program pursuant to the terms and provisions of said agreement during the fiscal year; and

WHEREAS, the City and District desire to renew said community recreation program for the current fiscal year commencing July 1, 2016 and ending June 30, 2017 subject to the terms and provisions of said agreement, and as hereinafter provided.

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

SECTION 1. District Approval Required

This resolution is subject to approval of the governing board of the ABC Unified School District, and shall not be effective for any purpose until approved by such governing board.

SECTION 2. Community Recreation and Joint Powers Agreement to Govern

Upon acceptance and approval of this resolution by the governing board of the District, the agreement entitled "Agreement - Community Relation Program - Joint Exercise of Powers," dated February 13, 1973, shall govern the term and provisions of this Community Recreation Program, except as otherwise provided in this resolution.

SECTION 3. City's Community Recreation Program

A Community Recreation Program shall be conducted by the City on the following land, buildings and facilities of the District, and during the following items:

Any and all land, buildings and facilities at Palms Elementary School, and at any time, subject to approval of the District.

SECTION 4. District's Recreation Program

A Community Recreation Program shall be conducted by the District on the following land, facilities and buildings of the City during the following times:

Any and all land, buildings and facilities at Palms Park, and at any time, subject to approval of the City.

SECTION 5. Fees and Charges

The City reserves the right to recover part of its expenses of said Community Recreation Program, such as field trips, etc. through the collection of fees from participants. The amount of said fees shall be determined by the City, but shall be reasonable enough to encourage rather than discourage participation in the Community Relation Program. All monies so collected shall remain the property of the City.

SECTION 6. Term

This resolution and the services hereunder shall be effective July 1, 2016 and ending June 30, 2017, and shall be subject to earlier termination as provided in the aforementioned agreement.

ADOPTED AND APPROVED THIS 28TH DAY OF JUNE, 2016.

Mayor

ATTEST:

City Clerk

APPROVAL BY ABC UNIFIED SCHOOL DISTRICT

The aforementioned resolution was approved by the governing board of the ABC Unified School District, at a meeting thereof held on _____, and entered into the minutes of said meeting.

Dated: _____

Clerk of the Board

COUNCIL AGENDA

June 28, 2016

TO: The Honorable Mayor and City Council

SUBJECT: Community Family Guidance Center Agreement

INTRODUCTION

The City of Lakewood has had a long-time partnership with the Community Family Guidance Center to provide counseling services for families and juvenile residents of the City of Lakewood.

STATEMENT OF FACT

Community Family Guidance Center has been at the forefront of child abuse prevention and treatment in southeast Los Angeles County since 1978.

The city entered into an agreement with Community Family Guidance Center in 1995. The city is desirous of continuing to contract with Community Family Guidance Center for performing counseling services for families and juvenile residents of the City of Lakewood and believes that providing counseling services to children and, parents and families is a public purpose, and for the general welfare and public benefit.

The city has allocated the sum of \$9,000.00 for this service. In an effort to ensure the proper documentation and record keeping of all Community Development Block Grant (CBDG) funding regulations, the city has updated the internal documents and files as well as all sub-recipient agreements.

RECOMMENDATION

Staff recommends that the City Council approve the Agreement with Community Family Guidance Center to provide counseling services to the residents of Lakewood for the period of July 1, 2016 to June 30, 2017.

Lisa Litzinger, Director
Recreation and Community Services



Howard L. Chambers
City Manager



RESOLUTION NO. 2016-36

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAKEWOOD RENEWING AN AGREEMENT BETWEEN THE CITY OF LAKEWOOD AND COMMUNITY FAMILY GUIDANCE CENTER PROVIDING COUNSELING SERVICES FOR FAMILIES AND JUVENILE RESIDENTS OF THE CITY OF LAKEWOOD FOR THE FISCAL YEAR 2016-2017

WHEREAS, the City is desirous of contracting with Community Family Guidance Center for the performance of counseling services for families and juvenile residents of the City of Lakewood; and

WHEREAS, Community Family Guidance possesses the manpower, equipment and skills requisite and necessary to furnish said services for the City; and

WHEREAS, the City Council has determined that providing counseling services for families and juvenile residents is a public purpose and for general welfare and public benefit;

WHEREAS, the City has allocated \$9,000 in the 2016-2017 budget for the purpose of providing intake and assessment, individual therapy for children and parents, group therapy, family therapy, parent education classes, and other counseling services to residents of the City;

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

SECTION 1. That certain agreement entitled "Agreement for Services," between the City of Lakewood, a municipal corporation, and Community Family Guidance Center, a non-profit corporation, for counseling services for families and juvenile residents of the City of Lakewood is hereby renewed for the fiscal year 2016-2017, commencing July 1, 2016 and ending June 30, 2017.

SECTION 2. The Mayor and the City Clerk are hereby authorized and directed to execute said Amendment to Agreement by and on behalf of the City of Lakewood. Said Amendment to Agreement shall be effective when approved by the Community Family Guidance Center.

ADOPTED AND APPROVED THIS 28TH DAY OF JUNE, 2016.

Mayor

ATTEST:

City Clerk

ACCEPTANCE BY COMMUNITY FAMILY GUIDANCE CENTER

THE UNDERSIGNED, being the _____ of COMMUNITY FAMILY GUIDANCE CENTER, a non-profit corporation, does hereby certify and state that they are authorized and directed to accept this Amendment to Agreement by and on behalf of the Community Family Guidance Center, and that Community Family Guidance Center, does hereby agree to the extension of said agreement for the fiscal year 2016-2017 as set forth in said agreement and this resolution.

COMMUNITY FAMILY GUIDANCE CENTER

By _____

Title _____

TO: The Honorable Mayor and City Council
SUBJECT: Human Services Association Agreement

INTRODUCTION

The City of Lakewood has had a partnership with Human Services Association to provide senior citizen congregate and home delivered meals at the Weingart Senior Center. These services assist senior residents to maintain a suitable living environment and to help them to remain in their homes and sustain a safe and manageable level of nutritional health in order to prevent institutionalization.

STATEMENT OF FACT

Founded in 1940, Human Services Association is a community based agency providing a wide range of social services to residents of southeast Los Angeles County.

The city entered into an agreement with Human Services Association in 2007. The city is desirous of continuing to contract with the Human Services Association for providing congregate meals to frail and isolated senior citizens.

The city has allocated the sum of \$5,500 for this service. In an effort to ensure the proper documentation and record keeping of all Community Development Block Grant (CBDG) funding regulations, the city has updated the internal documents and files as well as all sub-recipient agreements.

RECOMMENDATION

Staff recommends that the City Council approve the Agreement with the Human Services Association to provide congregate and home delivered meals to the residents of Lakewood for the period of July 1, 2016 to June 30, 2017.

Lisa Litzinger, Director
Recreation and Community Services 

Howard L. Chambers 
City Manager

RESOLUTION NO. 2016-37

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAKEWOOD RENEWING THE AGREEMENT BETWEEN THE CITY OF LAKEWOOD AND THE HUMAN SERVICES ASSOCIATION (HSA) TO PROVIDE SERVICES FOR SENIOR ADULT RESIDENTS OF THE CITY OF LAKEWOOD FOR THE FISCAL YEAR 2016-2017

WHEREAS, the City is desirous of contracting with the Human Services Association for providing services for senior adult residents of the City of Lakewood, including congregate and home delivered meals; and

WHEREAS, the Human Services Association possesses the manpower, equipment and skills requisite and necessary to furnish said services for the City; and

WHEREAS, the City has allocated the sum of \$5,500 in the 2016-2017 budget for this service;

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

SECTION 1. That certain agreement entitled "Agreement for Services," between the City of Lakewood, a municipal corporation, and the Human Services Association, a community non-profit corporation, that will provide services, including congregate home delivered meals for senior residents of the City of Lakewood is hereby renewed for the fiscal year 2016-2017, commencing July 1, 2016 and ending June 30, 2017.

SECTION 2. The Mayor and the City Clerk are hereby authorized and directed to execute said Amendment to Agreement by and on behalf of the City of Lakewood. Said Amendment to Agreement shall be effective when approved by Human Services Association.

ADOPTED AND APPROVED THIS 28TH DAY OF JUNE, 2016.

Mayor

ATTEST:

City Clerk

ACCEPTANCE BY HUMAN SERVICES ASSOCIATION

THE UNDERSIGNED, being the _____ of the HUMAN SERVICES ASSOCIATION, a non-profit corporation, does hereby certify and state that they are authorized and directed to accept this Amendment to Agreement by and on behalf of the HUMAN SERVICES ASSOCIATION, and that the HUMAN SERVICES ASSOCIATION, does hereby agree to the extension of said agreement for the fiscal year 2016-2017 as set forth in said agreement and this resolution.

HUMAN SERVICES ASSOCIATION

By _____

Title _____

TO: The Honorable Mayor and City Council
SUBJECT: Lakewood Meals on Wheels Agreement

INTRODUCTION

The City of Lakewood has had a partnership with Lakewood Meals on Wheels since 1975. Lakewood Meals on Wheels provides home delivery of nutritional meals to the elderly handicapped and convalescing, thereby reducing or eliminating the need for premature or prolonged institutionalization.

STATEMENT OF FACT

The city entered into an agreement with Lakewood Meals on Wheels in 1995 and the city has determined that providing subsidized meals to Lakewood residents unable to afford to pay and to reimburse volunteer drivers for mileage is a public purpose, and for the general welfare and public benefit. The city is desirous of continuing to contract with the Lakewood Meals on Wheels for this purpose.

The city has allocated the sum of \$10,500.00 for this service. In an effort to ensure the proper documentation and record keeping of all Community Development Block Grant (CBDG) funding regulations, the city has updated the internal documents and files as well as all sub-recipient agreements.

RECOMMENDATION

Staff recommends that the City Council approve the Agreement with Lakewood Meals on Wheels to provide services to the residents of Lakewood for the period of July 1, 2016 to June 30, 2017.

Lisa Litzinger, Director
Recreation and Community Services 

Howard L. Chambers
City Manager 

RESOLUTION NO. 2016-38

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAKEWOOD RENEWING AN AGREEMENT BETWEEN THE CITY OF LAKEWOOD AND LAKEWOOD MEALS ON WHEELS FOR THE FISCAL YEAR 2016-2017

WHEREAS, Lakewood Meals on Wheels, since 1975, has recruited citizens for voluntary services to the community; and

WHEREAS, these services involve the home delivery of nutritional meals to the elderly, handicapped and convalescing, thereby reducing or eliminating the need for premature or prolonged institutionalization; and

WHEREAS, the foregoing is a public purpose and for the general welfare and public benefit of the City of Lakewood; and

WHEREAS, the City Council for the fiscal year 2016-2017 budgeted \$10,500 to reimburse Lakewood Meals on Wheels for payments made for travel to volunteers performing these services for said Meals on Wheels and for meal cost subsidy for low-income Lakewood residents.

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

SECTION 1. That certain agreement entitled "Agreement for Services," between the City of Lakewood, a municipal corporation, and Lakewood Meals on Wheels, a non-profit corporation, providing meals for convalescent, elderly and handicapped residents of the City of Lakewood, is hereby renewed for the fiscal year 2016-2017 commencing July 1, 2016 and ending June 30, 2017.

SECTION 2. The Mayor and the City Clerk are hereby authorized and directed to execute said Amendment to Agreement by and on behalf of the City of Lakewood. Said Amendment to Agreement shall be effective when approved by Lakewood Meals on Wheels.

ADOPTED AND APPROVED THIS 28TH DAY OF JUNE, 2016.

Mayor

ATTEST:

City Clerk

ACCEPTANCE BY LAKEWOOD MEALS ON WHEELS

THE UNDERSIGNED, being the _____ of LAKEWOOD MEALS ON WHEELS, a non-profit corporation, does hereby certify and state that they are authorized and directed to accept this Amendment to Agreement by and on behalf of the Lakewood Meals on Wheels, and that Lakewood Meals on Wheels, does hereby agree to the extension of said agreement for the fiscal year 2016-2017 as set forth in said agreement and this resolution.

LAKEWOOD MEALS ON WHEELS

By _____

Title _____

COUNCIL AGENDA

June 28, 2016

TO: The Honorable Mayor and City Council

SUBJECT: Pathways Volunteer Hospice Agreement

INTRODUCTION

The City of Lakewood has had a long-time partnership with Pathways Volunteer Hospice to provide services to terminally ill residents of the City of Lakewood and support services to their family members.

STATEMENT OF FACT

Pathways Volunteer Hospice is a non-profit organization dedicated to providing service to the terminally ill and providing compassionate support to grieving families since 1985.

The city entered into an agreement with Pathways Volunteer Hospice in 1995 and the city has determined that providing case management, volunteer supervision and bereavement services to Lakewood residents is a public purpose, and for the general welfare and public benefit. The city is desirous of continuing to contract with the Pathways Volunteer Hospice for this purpose.

The city has allocated the sum of \$9,000.00 for this service. In an effort to ensure the proper documentation and record keeping of all Community Development Block Grant (CBDG) funding regulations, the city has updated the internal documents and files as well as all sub-recipient agreements.

RECOMMENDATION

Staff recommends that the City Council approve the Agreement with Pathways Volunteer Hospice to provide services to the residents of Lakewood for the period of July 1, 2016 to June 30, 2017.

Lisa Litzinger, Director
Recreation and Community Services



Howard L. Chambers
City Manager



RESOLUTION NO. 2016-39

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAKEWOOD RENEWING AN AGREEMENT BETWEEN THE CITY OF LAKEWOOD AND THE PATHWAYS VOLUNTEER HOSPICE, INC. PROVIDING SERVICES FOR TERMINALLY ILL RESIDENTS OF THE CITY OF LAKEWOOD FOR THE FISCAL YEAR 2016-2017

WHEREAS, the City is desirous of contracting with the Pathways Volunteer Hospice, Inc. for the performance of support services for the terminally ill residents and support services to their family members of the City of Lakewood; and

WHEREAS, Pathways Hospice possesses the manpower, equipment and skills requisite and necessary to furnish said services for the City; and

WHEREAS, the City Council has determined that providing case management, volunteer supervision and bereavement services to Lakewood residents is a public purpose, and for the general welfare and public benefit;

WHEREAS, the GRANTEE has allocated \$9,000.00 in the 2016-2017 budget for the purpose of providing services to terminally ill residents of the City of Lakewood and support services to their family members; and

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

SECTION 1. That certain agreement entitled "Agreement for Services for the Terminally Ill," between the City of Lakewood, a municipal corporation, and the Pathways Volunteer Hospice, Inc., a community non-profit charitable service, for services for the terminally ill residents of the City of Lakewood is hereby renewed for the fiscal year 2016-2017, commencing July 1, 2016 and ending June 30, 2017.

SECTION 2. The Mayor and the City Clerk are hereby authorized and directed to execute said Amendment to Agreement by and on behalf of the City of Lakewood. Said Amendment to Agreement shall be effective when approved by Pathways Volunteer Hospice, Inc.

ADOPTED AND APPROVED THIS 28TH DAY OF JUNE, 2016.

Mayor

ATTEST:

City Clerk

ACCEPTANCE BY PATHWAYS VOLUNTEER HOSPICE, INC.

THE UNDERSIGNED, being the _____ of PATHWAYS VOLUNTEER HOSPICE, INC., a non-profit corporation, does hereby certify and state that they are authorized and directed to accept this Amendment to Agreement by and on behalf of the Pathways Volunteer Hospice, Inc., and that Pathways Volunteer Hospice, Inc., does hereby agree to the extension of said agreement for the fiscal year 2016-2017 as set forth in said agreement and this resolution.

PATHWAYS VOLUNTEER HOSPICE, INC.

By _____

Title _____

COUNCIL AGENDA

June 28, 2016

TO: The Honorable Mayor and City Council

SUBJECT: Agreement for Memorandum of Understanding with Diamond Environmental Services

INTRODUCTION

A concern in any Emergency Response Plan is the ability to obtain emergency restrooms for first responders. The Emergency Agreement with Diamond Environmental Services is designed to provide all emergency response agencies a tool to order additional restrooms at the required quantities. Diamond Environmental Services commits to make the city's requests for any emergency order a top priority.

STATEMENT OF FACTS

This agreement shall provide a broad framework for cooperation and understanding between Diamond Environmental Services and the City of Lakewood in providing assistance and service to Lakewood personnel in the event of an emergency.

In continuing with the city's commitment to the National Incident Management System (NIMS) compliance implementation, it is an important part of the management system to provide for a fully integrated and coordinated response to emergencies. Implementation of the Emergency Agreement with Diamond Environmental Services will help expedite the procurement of emergency restrooms during a disaster.

RECOMMENDATION

Staff recommends the City Council approve the agreement with Diamond Environmental Services as a tool to expedite the procurement of emergency restrooms.

Lisa Litzinger, Director
Recreation and Community Services



Howard L. Chambers
City Manager



COUNCIL AGENDA

June 28, 2016

TO: The Honorable Mayor and City Council

SUBJECT: Agreement for Update of the Lakewood Emergency Operations Plan

INTRODUCTION:

Recreation and Community Services Department staff composed a request for proposals (RFP) to solicit a consultant to complete an update to the Lakewood Emergency Operations Plan (EOP). Staff reviewed the proposals from five consultants. The RFP specified the EOP update would occur during the period of July 1, 2016 through June 30, 2017.

STATEMENT OF FACT

An Emergency Operations Plan assigns responsibility for carrying out specific actions in an emergency. The EOP:

- Sets forth lines of authority and organizational relationships, and shows how all actions will be coordinated
- Describes how people and property will be protected in emergencies and disasters
- Identifies personnel, equipment, facilities, supplies, and other resources available
- Identifies steps to address mitigation concerns during response and recovery activities.

Due to the technical nature of Lakewood's EOP, preparation and approval of the plan necessitates assistance from a consultant specializing in this field. Accordingly, staff solicited and received proposals to update and complete Lakewood's 2016 Emergency Operations Plan. Following consultant interviews, staff determined Emergency Planning Consultants was the best qualified proposal to complete this project.

RECOMMENDATION

Staff recommends that the City Council approve the agreement with Emergency Planning Consultants for the update and completion of Lakewood's 2016 Emergency Operations Plan at a cost not to exceed \$15,000, and to be paid in monthly installments based on task completion.

Lisa Litzinger, Director
Recreation & Community Services



Howard L. Chambers
City Manager



COUNCIL AGENDA

June 28, 2016

TO: The Honorable Mayor and City Council

SUBJECT: Approval of the Agreements for Median Landscape Maintenance and Mowing Services of City Facilities with LandCare

INTRODUCTION

LandCare is the current provider of maintenance of the city's contracted landscaped medians on Bloomfield Avenue, Pioneer Boulevard, Centralia Street, and Del Amo Boulevard. LandCare also provides contracted mowing services of the large open turf areas at the city's Water Yard and at twelve city parks.

STATEMENT OF FACT

Landcare, formerly TruGreen LandCare, has performed mowing services since the original agreement was approved in 1990. In August 2004, LandCare acquired U.S. Landscapes, Inc. U.S. Landscapes, Inc. had the original medians contract on Bloomfield Avenue and Pioneer Boulevard. Since that acquisition, LandCare has performed contract services to date. In 2007, the Centralia Street and Del Amo Boulevard medians were added to the contract. Staff is pleased with the current work performed by LandCare on our medians, at the Water Yard, and on our parks. LandCare has agreed to keep billing at the same price as the last fiscal year. Costs will be \$45,498.24 on our median landscape maintenance and \$40,713.12 for mowing services of City facilities for FY 2016-2017.

RECOMMENDATION

Staff recommends that the City Council:

- 1) Approve the agreements for contract services of our landscaped medians and facilities mowing with LandCare for the new fiscal year.
- 2) Authorize the Mayor and City Clerk to sign the agreement for median landscape maintenance at an annual cost of \$45,498.24 and mowing services of city facilities at an annual cost of \$40,713.12 in forms approved by the City Attorney.

Lisa Litzinger, Director
Recreation and Community Services



Howard L. Chambers
City Manager



COUNCIL AGENDA

June 28, 2016

TO: The Honorable Mayor and City Council

SUBJECT: Approval of Maintenance Agreement with Merchants Building Maintenance for Custodial Services

INTRODUCTION

In 2013, the City of Lakewood sought bids for custodial services for its facilities. Staff chose Merchants Building Maintenance as the lowest responsible bid. Staff would like to continue contracting with Merchants Building Maintenance for the upcoming fiscal year. Upon council approval, the new one-year service agreement will commence July 1, 2016.

STATEMENT OF FACT

City of Lakewood staff has agreed to terms with American Building Maintenance for custodial services for City Hall, Burns Community Center, Weingart Senior Center, Palms Park, Mayfair Park, Monte Verde Park, Youth Center, Water Yard, and The Centre.

Staff desires to formalize the contract agreement for FY 2016-17 for a monthly charge of \$13,229.38. The City Attorney has approved the agreement as to form.

SUMMARY

The City of Lakewood proposes custodial maintenance service agreement be executed with Merchants Building Maintenance for specified city facilities for July 1, 2016 to June 30, 2017.

RECOMMENDATION

Staff recommends that the City Council:

- 1) Approve the agreement between the City of Lakewood and Merchants Building Maintenance for one year of building maintenance of city facilities.
- 2) Authorize the Mayor and City Clerk to sign the agreement for custodial services at a monthly rate of \$13,229.38.

Lisa Litzinger, Director
Recreation and Community Services



Howard L. Chambers
City Manager



COUNCIL AGENDA

June 28, 2016

TO: The Honorable Mayor and City Council

SUBJECT: Agreement for Memorandum of Understanding with Nestle Waters

INTRODUCTION

A common concern in any Emergency Response Plan is the ability to obtain immediate and regular supply of drinking water for first responders and a municipality's citizenry. The Emergency Agreement with Nestle Waters is designed to provide all emergency response agencies a tool to order bottled water at the required quantities. Nestle Waters commits to make the city's requests for any emergency order a top priority.

STATEMENT OF FACTS

This agreement shall provide a broad framework for cooperation and understanding between Nestle Waters and the City of Lakewood in providing assistance and service to Lakewood personnel in the event of an emergency.

In continuing with the city's commitment to the National Incident Management System (NIMS) compliance implementation, it is an important part of the management system to provide for a fully integrated and coordinated response to emergencies. Implementation of the Emergency Agreement with Nestle Waters will help expedite the procurement of drinking water supply during a disaster.

RECOMMENDATION

Staff recommends the City Council approve the agreement with Nestle Waters as a tool to expedite the procurement of drinking water supply during a disaster.

Lisa Litzinger, Director
Recreation and Community Services



Howard L. Chambers
City Manager



COUNCIL AGENDA

June 28, 2016

TO: The Honorable Mayor and City Council

SUBJECT: Pacific Coachways Charter Bus Agreement

INTRODUCTION

The City of Lakewood has used Pacific Coachways as its charter bus service since 2013 for the City's Travel Program and for youth excursions. Upon recommendation from the California Joint Powers Insurance Authority (JPIA), in 2014, the city initiated an agreement with charter service carriers to limit the city's liability.

STATEMENT OF FACT

As part of the California JPIA LossCAP Program Risk Management Evaluation of 2014, the city received recommendation to develop a contract agreement for charter bus services that includes appropriate insurance specifications and risk transfer language with charter service carriers. The city is desirous to enter into this contract with the Pacific Coachways to ensure minimal liability to the city.

RECOMMENDATION

Staff recommends that the City Council approve the Agreement with Pacific Coachways to continue to contract services from the carrier for the period of July 1, 2016 to June 30, 2017.

Lisa Litzinger, Director
Recreation and Community Services



Howard L. Chambers
City Manager



COUNCIL AGENDA

June 28, 2016

TO: The Honorable Mayor and City Council

SUBJECT: Seventh Amendment to the City of Lakewood Recreation Lease for the Lakewood Equestrian Center

INTRODUCTION

The City of Lakewood has a lease agreement for the operation of the Lakewood Equestrian Center with Sandie Mercer Ranch, Inc. The original lease was executed with Sandie Mercer Stables, Inc., Christine Baredian and Gloria Simpson collectively. A First Amendment to that lease was executed on June 20, 2007 to change the agreement to be solely with Sandie Mercer Stables, Inc. A Second Amendment was executed on July 28, 2009 to reflect the name change to Sandie Mercer Ranch, Inc. The Third Amendment was executed on September 28, 2010 to reduce the monthly rent by the sum of \$2,740.00 for six months from October 2010 – March 2011 and the Fourth Amendment to reduce the monthly rent \$2,740.00 for six months beginning April 1, 2011. The Fifth Amendment was executed on November 8, 2011 to extend the agreement two years and change the monthly rent to the sum of 18% of the gross receipts of the month immediately prior, with the first such payment due November 10, 2011. The Sixth Amendment was executed June 24, 2014 to extend the agreement two years.

STATEMENT OF FACT

Sandie Mercer Ranch, Inc. owner Sandie Mercer has submitted a request for a Seventh Amendment to the recreation lease agreement for Lakewood Equestrian Center. The request is that the lease agreement be extended for one year.

SUMMARY

The City of Lakewood has amended its recreation lease with Sandie Mercer Ranch, Inc. to extend the agreement one year.

RECOMMENDATION

Staff recommends that the City Council:

- Approve the amendment to the City of Lakewood's recreation lease with Sandie Mercer Ranch, Inc.
- Authorize the Mayor and the City Clerk to execute the Seventh Amendment to the City of Lakewood Recreation Lease for the Lakewood Equestrian Center, subject to approval of the City Attorney as to the form of the amendment.

Lisa Litzinger, Director
Recreation and Community Services



Howard L. Chambers
City Manager



COUNCIL AGENDA

June 28, 2016

TO: The Honorable Mayor and City Council

SUBJECT: Approval of Agreement with Thank Goodness It's Sofia Catering Services, Inc., for Catering and Concession Services

INTRODUCTION:

The City of Lakewood, in July, 2011, entered into an agreement with Thank Goodness It's Sofia (TGIS) Catering Services, Inc. Prior to this agreement, there was an interim contract agreement with this same concessionaire from September 30, 2010 through June 30, 2011.

STATEMENT OF FACT

Since 2010, TGIS Catering Services, Inc. has provided the catering and concessionaire services at The Centre at Sycamore Plaza. The current agreement will expire on June 30, 2016. Staff has been satisfied with the catering and concession services provided by TGIS, and has been negotiating a new agreement with the corporation over the last several months.

RECOMMENDATION

Staff recommends the City Council authorize the Mayor and the City Clerk to approve the new agreement, subject to the approval as to form by the City Attorney, with TGIS Catering Services, Inc., to provide catering and concessionaire services at The Centre at Sycamore Plaza for the period of July 1, 2016, through June 30, 2021.

Lisa Litzinger, Director
Recreation and Community Services



Howard L. Chambers
City Manager



TO: The Honorable Mayor and City Council

SUBJECT: Approval of Agreement for Publication of Recreation and Community Services Catalog

INTRODUCTION:

The City of Lakewood staff recommends the continuation of an agreement with Trend Offset Printing to provide the printing services for the Recreation and Community Services Catalog for the period of July 1, 2016 through June 30, 2017.

STATEMENT OF FACT

For many years the Lakewood based business of Andrews Printing printed the Recreation and Community Services Catalog. In the 1990's, Trend Offset Printing, located in Los Alamitos, purchased Andrews Printing. Since that time, Trend Offset Printing has been the primary business used for the production and printing of the Recreation and Community Services seasonal catalogs. The City has been satisfied with the full range of services of Trend Offset Printing and has found their fees to be competitive in the marketplace. In 2007, the City of Lakewood formalized an agreement with Trend Offset Printing.

SUMMARY

Art, design, printing, and other similar services can be deemed subjective; therefore, the City wants to maintain their positive working relationship with Trend Offset Printing. Based on a history of acceptable service, the City proposes the continuation of the formal agreement with Trend Offset Printing for publication of the Recreation and Community Services Catalog.

RECOMMENDATION

Staff recommends that the City Council:

1. Approve the authorization of an agreement with Trend Offset Printing to provide printing services for the Recreation and Community Services Catalog for the period of July 1, 2016 to June 30, 2017.
2. Authorize the Mayor and City Clerk to sign the agreement for printing.

Lisa Litzinger, Director
Recreation and Community Services 

Howard L. Chambers 
City Manager

TO: The Honorable Mayor and City Council

SUBJECT: Professional Services Agreement for Water Storage Facility Inspection

INTRODUCTION

The State Water Resources Control Board Division of Drinking Water (DDW) mandates that the City of Lakewood conduct an interior inspection of water storage tanks every three years. A specialty diver with approved equipment and DDW certification must perform this work.

STATEMENT OF FACT

The following is a request for the professional services agreement for water storage facility inspection and maintenance:

FY 2016/17:

- Inspect and Clean Reservoir 3 at Plant 4
- Installation of Sacrificial Anodes at Plant 13 Reservoirs 1, 2, and 3

FY 2017/18

- Inspect and Clean Reservoir #1 at Plant 4
- Clean Reservoirs 1, 2, 3, 4, and 5 at Plant 13

Staff requested a proposal from Dive/Corr, Inc. to perform the proposed work. Dive/Corr's proposal indicated that the work for each fiscal year will not exceed \$24,000.

FISCAL IMPACT

Funds are proposed in Operating Account 75008200-55380 Maintenance/Operation of Equipment for not to exceed \$24,000 in each fiscal year of 2016/17 and 2017/18.

SUMMARY

Routine inspection and cleaning of water storage facilities is required by CDPH. This type of work is considered a professional service. The City has relied on Dive/Corr, Inc. in previous years to provide this service from a historical prospective and is fully qualified and certified to do such work.

RECOMMENDATION

Staff recommends that the City Council approve the agreement with Dive/Corr, Inc. for the inspection and maintenance work for a not to exceed amount of \$24,000.00 in each fiscal year of 2016/17 and 2017/18 and upon approval of the City Attorney as to form, authorize its execution by the Mayor on behalf of the City.

Leon de los Reyes
for: Jason Wen.

Jason J. Wen, Ph.D., P.E.
Director of Water Resources

Howard L. Chambers
City Manager



COUNCIL AGENDA
June 28, 2016

TO: The Honorable Mayor and City Council

SUBJECT: Professional Services Agreement for Disposal of Hazardous Materials from Well 27 Treatment Process

INTRODUCTION

The Well 27 treatment plant improves water quality to within drinking water standards. A portion of the treatment process includes backwashing the filter media, which is stored in a 69,425 gallon tank on site. This backwash water settles into sludge and must be removed from the site. Since it contains a concentrated level of metals it is considered hazardous and must be removed from the tank by a certified hazardous waste hauler. The following is a request for the professional services agreement for removal of hazardous materials generated from the Well 27 treatment plant process.

STATEMENT OF FACT

The City received a proposal from HTS Environmental Services to remove sludge created from backwashing the filter media and any accidental chemical spills associated with the operation of the Well 27 treatment plant. The cost of hazardous waste removal is based on the concentration of the contaminants in the sludge; the higher the concentration in the sludge the higher the cost to properly dispose.

FISCAL IMPACT

Staff requests a budget allocation of not to exceed \$50,000 in each fiscal year of 2016/17 and 2017/18 for hazardous material removal and potential hazardous spill expense. The actual amount required during each fiscal year will depend on the concentration of the constituents in the sludge and the removal frequency. Funds are proposed in Operating Account 75008200-55935 Hazmat Handling.

SUMMARY

This type of work requires proper handling by a certified hazardous waste handler. The City has requested that HTS Environmental Services provide this professional service and is fully qualified and certified by the State of California and the US Environmental Protection Agency to do such work.

RECOMMENDATION

Staff recommends that the City Council approve the agreement with HTS Environmental Services for the removal and cleanup of hazardous materials from the Well 27 Treatment Plant for a not to exceed amount of \$50,000 in each fiscal year of 2016/17 and 2017/18, and upon approval of the City Attorney as to form, authorize its execution by the Mayor on behalf of the City.

*L & P
for: JW*
Jason J. Wen, Ph.D., P.E.
Director of Water Resources

Howard L. Chambers
City Manager *H*

TO: The Honorable Mayor and City Council

SUBJECT: Sedarū™ Agreement for the Utility Management System

INTRODUCTION

In July 2005 the City Council approved a professional services agreement with ID Modeling for the conversion of the water hydraulic model from a CAD based system to H₂OMAP a GIS based system. The data received from the hydraulic model provides useful information for infrastructure upgrades and sizing fire service for new construction. ID Modeling has developed a platform to use the data from H₂OMAP at the field level to provide and update operational information in real time.

STATEMENT OF FACT

ID Modeling submitted a proposal for not to exceed \$6,000 in as-needed services to run hydraulic model scenarios and \$24,000 for the monthly subscription to Sedarū™, a proprietary software program that:

- Monitors the water system in real time and contains an alert function at the field level
- Offers an analytical function in a user friendly format
- Serves as a vehicle for organizational communication and work order dissemination
- Provides a method to capture and update data at the field level on infrastructure, and recording damage and improvements to the water system, which is essential during emergency operations
- Ties data to a location using the GIS based water infrastructure maps

The Department of Water Resources staff feels that Sedarū™ can provide a user friendly mechanism for field personnel while exercising valves, fire hydrant testing, and water use tracking. The digital data collection allows for storage of historical maintenance and operational information for future retrieval and eliminates paper records, shortens customer response time by locating and communicating to crews near the emergency, and provides hydraulic information to supervisory and field staff regarding water system performance.

FISCAL IMPACT

Sedarū™ functions through a cloud service provided by Amazon. Management staff is linked to field operations via the application installed on the desktop, and field personnel connect to Sedarū™ via smart phones and tablets. The service is subscription based which allows the department to expand with little or no capital outlay. The monthly cost of \$2,000 provides thirteen subscriptions: one application serving as the command function, nine mobile applications and three supervisory applications. The City maintains no dedicated server and upgrades for the service are provided with the subscription. The City had purchased tablets required for Sedarū™ in FY 2014/15. Funds are proposed in Operating Account 75008000-5100 Contract Services for not to exceed \$30,000 in each fiscal year of 2016/17 and 2017/18.

SUMMARY

The hydraulic model provides useful information to the Department of Water Resources. The integration of Sedarū™ will provide operational data that can be used and updated at the field level. A professional services agreement with Sedarū™ provides the monthly subscription for its use.

RECOMMENDATION

Staff recommends that the City Council approve the professional services agreement for

- A. 12-month subscription for Sedarū™ for a not to exceed amount of \$24,000, and
- B. \$6,000 in as-needed services to perform hydraulic modeling

And upon approval of the City Attorney as to form, authorize its execution by the Mayor on behalf of the City.

*Ld/R
Dr: JAW.*

Jason J. Wen, Ph.D., P.E.
Water Resources Director

Howard L. Chambers
City Manager

hm

COUNCIL AGENDA

June 28, 2016

TO: The Honorable Mayor and City Council

SUBJECT: Maintenance Agreement for Water Production Facilities

INTRODUCTION

Water Well Supply, Inc. has maintained the city's water wells and pumps by annual agreement since 1983. These services include rehabilitation of water production wells and booster pumps, and are essential for maintaining optimum production from the system's aging infrastructure.

STATEMENT OF FACT

The City is in need of the part-time services of a contract pump maintenance contractor and Water Well Supply, Inc. has the required licenses and experience to perform all aspects of the scope of work outlined in their existing agreement. The proposed maintenance agreement would allow Water Well Supply, Inc. to perform scheduled maintenance, well destruction and emergency work as required. All work would be based on a submittal of an estimated cost for the tasks and charged based on the prevailing wage rate schedule. The City would approve the cost estimate prior to the commencement of work.

FISCAL IMPACT

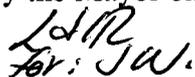
Funds are proposed in Operating Account 75008200-55380 Maintenance/Operation of Equipment for not to exceed \$175,000 in each fiscal year of 2016/17 and 2017/18.

SUMMARY

Water Well Supply, Inc. has provided pump maintenance services for the City in a very professional and cost effective manner.

RECOMMENDATION

Staff recommends that the City Council approve the water production facilities maintenance agreement with Water Well Supply, Inc. for not to exceed \$175,000 in each fiscal year of 2016/17 and 2017/18 and upon approval of the City Attorney as to form, authorize its execution by the Mayor on behalf of the City.


Jason J. Wen, Ph.D., P.E.
Director of Water Resources

Howard L. Chambers
City Manager 

COUNCIL AGENDA

June 23, 2015

TO: The Honorable Mayor and City Council

SUBJECT: Approve Amendment of Telecommunication Services Agreement with Abilita LA

INTRODUCTION

The City has utilized a telecommunications consultant services for the past five (5) years. The services provided for under the proposed agreement include assisting the City in managing and reviewing all the telecommunications systems and infrastructure on a monthly basis.

STATEMENT OF FACT

The City is in need of a telecommunication services consulting firm. Abilita LA has the required licenses and experience to perform all aspects of the scope of work outlined in their existing agreement. Telecommunications consulting services will include working with telecom providers such as, Frontier, AT&T, Tele Pacific, Time Warner, and Blue Print Technology (formerly Standard Tel).

RECOMMENDATION

That the City Council extends the telecommunications services agreement with Abilita LA for a period ending June 30, 2017 and authorize the Mayor to sign the amendment in a form approved by the City Attorney.

Lisa A. Rapp 
Director of Public Works

Howard L. Chambers 
City Manager

COUNCIL AGENDA

June 28, 2016

TO: The Honorable Mayor and City Council

SUBJECT: Approve Amendment of Engineering Services Agreement with Associated Soils Engineering, Inc.

INTRODUCTION

Associated Soils Engineering has assisted the City with engineering services on street and water public works projects for many years. These services were consolidated under one agreement to eliminate the need for several individual agreements for similar work. The work performed under these agreements include various testing and observation services such as plant inspection, field-tests, laboratory tests, engineering and reporting.

STATEMENT OF FACT

The City is in need of on-call services of a geotechnical engineer for street and water related engineering services. Associated Soils Engineering has the required licenses and experience to perform all aspects of the scope of work outlined in previous agreements. The costs will be allocated to various water and street projects as each one is undertaken and will be authorized by the Director of Public Works prior to commencement in accordance with the standard rates set forth in the contract.

Associated Soils Engineering has provided geotechnical engineering services for the City in a very professional and cost effective manner.

RECOMMENDATION

That the City Council extend the engineering services agreement with Associated Soils Engineering for a period ending June 30, 2017 and authorize the Mayor to sign the amendment in a form approved by the City Attorney.

Lisa Ann Rapp 
Director of Public Works

Howard L. Chambers 
City Manager

TO: The Honorable Mayor and City Council

SUBJECT: Approve Extension of Hardscape Maintenance Agreement with CJ Construction

INTRODUCTION

CJ Construction, Inc. provides hardscape maintenance services to the City. These services include removal and replacement of damaged sidewalk, curb, gutter, and access ramps. In some cases, removal and replacement of asphalt is also necessary due to curb and gutter maintenance.

STATEMENT OF FACT

The City is in need of the part-time services of a hardscape maintenance contractor and CJ Construction, Inc. has the required licenses and experience to perform all aspects of the scope of work outlined in their existing agreement.

CJ Construction, Inc. has provided hardscape maintenance services for the City in a very professional and cost effective manner.

Assembly Bill 219, effective July 1, 2016, mandates that drivers transporting ready mix concrete to a public works project must be paid prevailing wages. The Director of Industrial Relations (DIR) has established a classification "Ready Mix Driver" with a definition of "Driver (On/Off-Hauling to/from Construction Site)". The hourly rate with benefits is \$33.49.

CJ Construction provided a letter from their ready mix supplier stating there will be an "AB219 Fee of \$200.00 per load" in addition to some other AB219 related charges.

The Agreement with CJ Construction entitles them to a price increase based on the April to April CPI for this area. In 2010, 2011, 2012 and 2013 CJ Construction did not request a CPI increase and agreed to maintain their unit prices at the 2009 level. The cumulative CPI increase that CJ Construction waived during this four year period was 7.8%.

CJ Construction is requesting the current April to April CPI of 2% plus an additional 2.5% to cover new costs mandated by AB219.

RECOMMENDATION

That the City Council extend the hardscape maintenance agreement with CJ Construction, Inc. for a period ending June 30, 2017 and authorize the Mayor to sign the amendment in a form approved by the City Attorney.

Lisa Ann Rapp *LAR*
Director of Public Works

Howard L. Chambers *HM*
City Manager

TO: The Honorable Mayor and City Council

SUBJECT: Authorize Issuance of a Purchase Order with CR&R, for Disposal of Street Sweeping Debris

INTRODUCTION

The City's street sweeping contractor, R.F. Dickson has been taking the street sweeping debris to CR&R for recycling. The City has been paying the tipping fee at CR&R since 2005.

STATEMENT OF FACT

R.F. Dickson, the City's street sweeping contractor needs to dispose of street sweeping debris to CR&R for recycling rather than the landfill. About 90% of the material is recovered for composting, which helps the City meet our recycling goals mandated by CalRecycle. The special rate per ton for street sweeping debris will be \$36.12, beginning July 1, 2016.

STAFF RECOMMENDATION

It is recommended that the City Council authorize the issuance of a purchase order in the amount not to exceed \$90,000 for the recycling of street sweeping debris.

Lisa Ann Rapp 
Director of Public Works

Howard L. Chambers 
City Manager

COUNCIL AGENDA

June 28, 2016

TO: The Honorable Mayor and City Council

SUBJECT: Approval of Dekra-Lite Holiday Lighting and Equipment Three Year Agreement

INTRODUCTION

City Staff has been working with Dekra-Lite, the vendor that we have been using for the past three years, to provide Christmas decorations for the December 2016 holiday season. Staff recommends approval of an agreement with Dekra-Lite for a period of three fiscal years.

STATEMENT OF FACT

Located in southern California, Dekra-Lite has provided cities with an innovative approach to lighting and fixtures since 1987. Dekra-Lite staff is able to assist from design to installation, storage, and maintenance. The agreement includes the installation, removal, and storage of previously purchased lighting and equipment in an amount not to exceed \$42,000 per year. Their agreement includes an allowance for taxes when applicable. Dekra-Lite has provided lighting and equipment in three prior fiscal years and has performed in a satisfactory manner.

For FY 16-17, Dekra-Lite proposed 5% increase for the cost of installation, removal and storage of the equipment. Staff recommends approving a three year agreement to sustain the proposed cost for the next three years. The annual amount would total \$40,848.19 per year.

The Adopted Two-Year Fiscal Year 2016-2018 Budget includes an appropriation for this service, and sufficient funds are budgeted.

RECOMMENDATION

Staff recommends that the City Council approve an agreement for the installation, removal and storage of lighting and equipment from Dekra-Lite in an amount not to exceed \$42,000 for three fiscal years: FY 2016- 2019.

Lisa Ann Rapp *LAR*
Director of Public Works

Howard L. Chambers *HC*
City Manager

TO: The Honorable Mayor and City Council

SUBJECT: Approval of Extension of Agreement for Electrical Support Services
With Fineline Electric

INTRODUCTION

Fineline Electric has completed their third year of service as the city's on-call electrical contractor. Staff is satisfied with the work performed and recommends their agreement be extended.

STATEMENT OF FACT

Over the past several years, the Public Works Department has been requested to install additional electrical outlets, fixtures and equipment at various city facilities, in addition to maintaining existing electrical systems. Our two talented electricians are constantly challenged with meeting the requirements of the workload. In 2011, council authorized an on-call agreement with Fineline Electric to assist the city with these small scale electrical projects. Fineline continues to do a superb job accommodating staff requests. They completed the new electrical distribution equipment installation at Mayfair Park, installed new light fixtures in the Centre lobby and installed security lighting at the Weingart Senior Center.

Fineline's assistance has been invaluable to the Public Works Facilities division. Their work is performed on a time and material basis, under Fineline's standard rate schedule, with cost proposals submitted prior to work authorization. Work is assigned on an as-needed basis during the year and proposals are approved by the Director of Public Works prior to issuance of an approval to proceed. Staff recommends this service agreement be extended.

RECOMMENDATION

Staff recommends that the City Council:

Extend the Service Provider agreement with Fineline Electric for electrical support services for FY 2016-17, in an amount not to exceed \$55,000, and authorize the Mayor and City Clerk to sign the agreement in a form approved by the City Attorney.

Lisa Ann Rapp *LAR*
Director of Public Works

Howard L. Chambers *HLC*
City Manager

COUNCIL AGENDA

June 28, 2016

TO: The Honorable Mayor and City Council

SUBJECT: Approve Amendment of Storm Water Services Agreement with John L. Hunter & Associates (JLHA)

INTRODUCTION

The City has utilized storm water consultant services for the past year. The services provided for under the proposed agreement include assisting the City in storm water inspections. Additional storm water assistance may be required in order to complete new annual reporting requirements.

STATEMENT OF FACT

The City has been using a storm water consulting firm to provide assistance with compliance with the National Pollution Discharge Elimination System (NPDES). JLHA has the required licenses and experience to perform all aspects of the scope of work outlined in their existing agreement. In particular, JHLA has conducted commercial and industrial inspections all Lakewood restaurants, auto services, nurseries, commercial and industrial businesses, as required in the NPDES permit.

RECOMMENDATION

That the City Council amends the storm water services agreement with John L. Hunter & Associates to June 30, 2017 and authorize the Mayor to sign the amendment in a form approved by the City Attorney.

Lisa A. Rapp 
Director of Public Works

Howard L. Chambers 
City Manager

COUNCIL AGENDA

June 28, 2016

TO: The Honorable Mayor and City Council

SUBJECT: Approve Amendment of Agreement for Elevator Preventative Maintenance and Repair Services with Liftech Elevator Services, Inc.

INTRODUCTION

Liftech Elevator Services, Inc. has been assisting the City in providing repair and preventative maintenance on the city's three elevators since July 2009. Staff recommends their agreement be amended.

STATEMENT OF FACT

The city has a substantial investment in the elevators at The Centre at Sycamore Plaza and Burns Community Center. Elevators are licensed by the State and require routine maintenance, inspection and testing services in order to maintain their state certifications. Occasionally, the elevators will require repairs. Downtime of an elevator, especially as Burns Center where there is only one and it is the only accessible route to the second floor, must be kept to a minimum. Liftech Elevator Services, Inc. has been providing these services for nearly five years. It is a difficult job, as our elevators at The Centre are over 29 years old and the Burns Center elevator is over 39 years old, making repair parts hard to come by.

Staff recommends that the existing service provider agreement with Liftech Elevator Services, Inc. be amended for fiscal year 2016-17 to provide for general preventative routine maintenance, inspections and required testing. Staff believes their rates are very competitive and they are available for on-call emergency services as needed. Funds have been budgeted in the Public Works Facilities division for such services. This amendment updates their standard hourly rates for the upcoming fiscal year.

RECOMMENDATION

Staff recommends that the City Council:

Amend the elevator services agreement with Liftech Elevator Services, Inc., for a period of one year ending June 30, 2017, and authorize the Mayor and City Clerk to sign the amendment in a form as approved by the City Attorney.

Lisa Ann Rapp 
Director of Public Works

Howard L. Chambers 
City Manager

COUNCIL AGENDA

June 28, 2016

TO: The Honorable Mayor and City Council

SUBJECT: Approve Amendment of Transportation Planning and Engineering Services Agreement with LSA Associates, Incorporated

INTRODUCTION

LSA has assisted the City with transportation planning and engineering related services for many years. LSA provided planning and engineering services related to Boeing's Douglas Park development. In addition, LSA continues to complete various smaller transportation planning and engineering projects as requested by the city on an as needed basis.

STATEMENT OF FACT

The City is in need of the part-time services of a contract transportation planning and engineering firm and LSA has the required licenses and experience to perform all aspects of the scope of work outlined in their existing agreement.

LSA has provided transportation planning and engineering services for the City in a very professional and cost effective manner.

RECOMMENDATION

That the City Council extend the transportation planning and engineering services agreement with LSA for a period ending June 30, 2017 and authorize the Mayor to sign the amendment in a form approved by the City Attorney.

Lisa Ann Rapp 
Director of Public Works

Howard L. Chambers 
City Manager

COUNCIL AGENDA

June 28, 2016

TO: The Honorable Mayor and City Council

SUBJECT: Approval of Extension of Agreement of On-Call Architectural Services
With Meyer & Associates

INTRODUCTION

Meyer & Associates has assisted the City architectural and engineering related services for many years. Most recently Meyer & Associates provided planning and engineering services related to the Palms Park Project, Centre Boiler Project, the Del Valle and Rynerson Playground Project, and the Burns Community Center Improvements Project. In addition, Meyer & Associates continues to complete various smaller architectural planning and engineering projects as requested by the city on an as needed basis.

STATEMENT OF FACT

The City has a continued need of the services of a contract architectural planning, design and engineering firm and Meyer & Associates has the required licenses and experience to perform all aspects of the scope of work outlined in their existing agreement.

Meyer & Associates has provided architectural planning, design and engineering services for the City in a very professional and cost effective manner.

RECOMMENDATION

Extend the on-call architectural services agreement with Meyer & Associates, for a period of one year ending June 30, 2017, and authorize the Mayor and City Clerk to sign the renewal agreement in a form as approved by the City Attorney.

Lisa Ann Rapp *LAR*
Director of Public Works

Howard L. Chambers *HL*
City Manager

TO: The Honorable Mayor and City Council

SUBJECT: Approval of Extension of Agreement with Musco Lighting – Athletic Field and Court Light Replacement Services

INTRODUCTION

Musco Lighting has been providing replacement and repair of athletic field and game court lighting systems at city sports facilities since 2005. Staff recommends their agreement be extended.

STATEMENT OF FACT

Over the past several years, the Public Works Department has standardized game court and ball field lighting using Musco Lighting products. The Musco lamps provide longer life and greater light spread and have served our facilities well. The City maintains a lamp replacement schedule. Replacing lamps on high light poles requires lift equipment that the city does not own, and rental equipment is very expensive. Musco Lighting was hired to provide this lamp replacement service for Lakewood athletic fields and courts, and re-lamped Mayfair and Palms Park ball diamonds this past fiscal year.

Musco Lighting performs lamp replacement tasks utilizing their own equipment and technicians. Because they install and replace athletic light fixtures on a daily basis, they are more qualified to perform this work and can do so more economically than using city forces and one-time only rental equipment. Their services also include labor and lamp life warranties, and lighting system repairs. Although no funds are contained in the CIP program for the scheduled relamping this fiscal year, staff would like to extend their agreement to cover emergency repairs or emergency relamping for fiscal year 2016-17.

RECOMMENDATION

Staff recommends that the City Council:

Extend the service provider agreement with Musco Lighting for Athletic Field and Court Light Replacement Services, in an amount not to exceed \$20,000, for a one-year period ending June 30, 2017, and authorize the Mayor and City Clerk to sign the renewal agreement in a form approved by the City Attorney.

Lisa Ann Rapp 
Director of Public Works

Howard L. Chambers 
City Manager

COUNCIL AGENDA

June 28, 2016

TO: The Honorable Mayor and City Council

SUBJECT: Approve Extension of Engineering and Traffic Survey Services Agreement with Newport Traffic Studies

INTRODUCTION

Newport Traffic Studies (NTS) has assisted the City with traffic-related services over the past several years. These services include conducting traffic counts for the Traffic Census Report, radar studies that must be filed with the Court for enforcement of speed limit violations, and various other traffic engineering services as requested by the City on an as needed basis.

STATEMENT OF FACT

The City is in need of the part-time services of a contract engineering and traffic survey firm and NTS has the required licenses and experience to perform all aspects of the scope of work outlined in their existing agreement.

NTS has provided engineering and traffic survey services for the City in a very professional and cost effective manner.

RECOMMENDATION

That the City Council extend the engineering and traffic survey services Agreement with NTS for a period ending June 30, 2017 and authorize the Mayor to sign the amendment in a form approved by the City Attorney.

Lisa Ann Rapp *LAR*
Director of Public Works

Howard L. Chambers
City Manager



COUNCIL AGENDA

June 28, 2016

TO: The Honorable Mayor and City Council

SUBJECT: Approve Amendment for Environmental Consulting Services with Nicholls Consulting

INTRODUCTION

The City has utilized solid waste consultant services for over a decade. The services provided for under the proposed agreement include assisting the City in complying with mandated solid waste and environmental related programs, completing required reports, management of certain grant programs, and conducting training for contractors, residents, and city staff. Nicholls Consulting has been instrumental in assisting the City in preparing many of the reports indicating the City's compliance with solid waste and other environmental mandates established by the State.

STATEMENT OF FACT

The City is in need of on-call services of an environmental services consulting firm. Nicholls Consulting has experience to perform all aspects of the scope of work outlined in their existing agreement. The work would be performed on a time and material basis. Before commencing on any specific assignment city staff will review the tasks, deliverables, and estimated costs with Nicholls Consulting and provide written authorization to proceed.

RECOMMENDATION

That the City Council amends the environmental services agreement with S.C.S. Engineers for a period ending June 30, 2017 and authorize the Mayor to sign the amendment in a form approved by the City Attorney.

Lisa A. Rapp 
Director of Public Works

Howard L. Chambers
City Manager



COUNCIL AGENDA

June 28, 2016

TO: The Honorable Mayor and City Council

SUBJECT: Approval of Agreement for HVAC Maintenance Services with Ram Air Engineering, Inc.

INTRODUCTION

Ram Air Engineering, Inc. has proposed to provide maintenance on city Heating, Ventilating and Air Conditioning systems and equipment at various facilities. Staff recommends approving an service provider agreement with Ram Air Engineering, Inc.

STATEMENT OF FACT

The City is in need of the part-time services of an HVAC system maintenance company to inspect, repair and maintain various heating and cooling equipment at several city facilities. Ram Air Engineering, Inc. has the required skills to provide such services. Staff recently released a Request for Proposal for the HVAC Maintenance Contract. The City received three proposals, and Ram Air Engineering, Inc. has submitted the lowest proposal. The annual cost of maintenance from each submitted proposal is listed below.

Ram Air Engineering	Aire Rite	Inner-Cool
\$ 23,664.00	\$ 79,260.00	\$ 82,271.00

Ram Air Engineering, Inc. is one of SCE’s preferred HVAC vendors. This will allow the City to enter SCE’s Quality Maintenance Program, which will provide incentives from SCE. This program is a three year program. The estimated incentives are listed below.

Year 1	Year 2	Year 3
\$ 14,850.00	\$ 11,550.00	\$ 6,600.00

Ram proposes to maintain the HVAC equipment in a cost-effective manner, evaluates the city’s HVAC systems for repairs and replacement, and performs the necessary repairs. Their agreement allows for a monthly service fee, and maintenance parts such as filters and belts. Their agreement also includes an allowance for repairs and replacement parts and components for the HVAC systems to prevent overload, reduce energy consumption, and employee or client discomfort and to reduce City/ Ram Air administrative costs.

RECOMMENDATION

Staff recommends that the City Council:

Approve the HVAC maintenance services agreement with Ram Air Engineering, Inc., for a three-year period ending June 30, 2019, in an amount not to exceed \$70,000 per year, and authorize the Mayor and City Clerk to sign the agreement in a form approved by the City Attorney.

Lisa Ann Rapp *LAR*
Director of Public Works

Howard L. Chambers *HLC*
City Manager

COUNCIL AGENDA

June 28, 2016

TO: The Honorable Mayor and City Council

SUBJECT: Approve Amendment of Environmental Services Agreement with S.C.S. Engineers

INTRODUCTION

The City has utilized solid waste and environmental consultant services for over a decade. The services provided for under the proposed agreement include assisting the City in complying with mandated solid waste and environmental related programs, completing required reports, management of certain grant programs, and conducting training for contractors, residents, and city staff. S.C.S. Engineers has been instrumental in assisting the City in preparing many of the reports indicating the City's compliance with solid waste and other environmental mandates establish by the State.

STATEMENT OF FACT

The City is in need of on-call services of an environmental services consulting firm. S.C.S. Engineers has the required licenses and experience to perform all aspects of the scope of work outlined in their existing agreement. The work would be performed on a time and material basis, under S.C.S.'s standard fee schedule. Before commencing on any specific assignment city staff will review the tasks, deliverables, and estimated costs with S.C.S. Engineers and provide written authorization to proceed.

RECOMMENDATION

That the City Council extends the environmental services agreement with S.C.S. Engineers for a period ending June 30, 2017 and authorize the Mayor to sign the amendment in a form approved by the City Attorney.

Lisa A. Rapp *LAR*
Director of Public Works

Howard L. Chambers *HLC*
City Manager

TO: The Honorable Mayor and City Council

SUBJECT: Adjustment to Compensation for Animal Control Services

INTRODUCTION

The City has contracted with the Southeast Area Animal Control Authority (SEAACA) for animal control services since 1992. The current Agreement approved in 2009 will expire on June 30, 2019.

STATEMENT OF FACT

The Agreement allows for adjustment to the compensation for services at a negotiated amount each year of the Agreement. SEAACA responds to over 3,000 requests for animal welfare and animal control needs each year. In addition, SEAACA returns nearly 200 pets to their owners. Other than the increase in the contract amount as stated above, all other sections of the agreement remain the same.

RECOMMENDATION

Staff recommends that the City Council approve the amendment to the agreement for animal control services for fiscal year 2016-2017, and upon approval of the agreement by the City Attorney as to form, authorize its execution by the Mayor on behalf of the City.

Lisa Ann Rapp 
Director of Public Works

Howard L. Chambers 
City Manager

TO: The Honorable Mayor and City Council

SUBJECT: Renewal of Agreement with Sierra Installations, Inc. for
Lakewood's Street Banner Marketing Program

INTRODUCTION

Sierra Installations, Inc. was hired in 2003 to install the city's street banner marketing campaigns, as one way of advertising citywide special events, and public awareness education. Staff recommends their agreement be renewed.

STATEMENT OF FACT

In 2003, the City Council authorized funds for a street banner marketing program. Campaigns this past year included advertising for events such as Shop Lakewood, Patriot's Day and Pan Am Fiesta; and marketing messages such as "Great Ideas Last for Generations", Neighborhood Watch, Celebrate Summer, Volunteerism, "Pitch It! Dunk It!", Saving Water and Used Oil Recycling campaigns. The banners also provide the annual December holiday greetings and July fireworks education campaign.

12 campaigns are planned for the coming fiscal year. The "Great Ideas Last for Generations" banner continues as the "default" banner, meaning it is the banner that is up on all 287 light pole locations city-wide if there is no special campaign being advertised.

RECOMMENDATION

Staff recommends that the City Council:

Extend the agreement for the Street Banner Marketing Program for the installation, removal, cleaning and storage of city-owned banners with Sierra Installations, Inc., in an amount not to exceed \$45,000, for a one-year period ending June 30, 2017, and authorize the Mayor and City Clerk to sign the renewal agreement in a form approved by the City Attorney.

Lisa Ann Rapp *LAR*
Director of Public Works

Howard L. Chambers *HLC*
City Manager

TO: The Honorable Mayor and City Council

SUBJECT: Adjustment to Amendment No. 1 to Agreement for Fire and Security Alarm Services with Stanley Convergent Solutions, Inc.

INTRODUCTION

The City has a major investment in its buildings and other structures. In order to preserve this investment, staff recommends the service provider agreement be amended with Stanley Convergent Solutions, Inc, to revise the monitoring and maintenance fees for the fire and security alarm systems at various city facilities for FY 16/17.

STATEMENT OF FACT

The City uses the part-time services of a company to monitor and maintain the fire and security systems currently installed at most city facilities. Stanley Convergent Solutions, Inc. of Santa Ana, formerly Sonitrol, has been installing the protection systems and providing the monitoring service since 1998. Stanley Convergent Solutions, Inc. is moving into the fourth year of their existing five-year agreement. Staff wishes to amend the agreement to include increased monitoring costs for fire safety equipment at City Hall and cameras at Nixon Yard. The five-year agreement period allowed us to lock in place a fee structure at FY 13/14 rates with only CPI increases during the term of agreement. Therefore, Exhibit A needs to be included in the Amendment, which identifies the monthly monitoring rate for each facility for FY 16/17, based in the CPI increase of 1.4%

Stanley Convergent Solutions, Inc. provides experienced technicians and 24-hour monitoring for seventeen (17) city facilities. Their agreement includes the monthly monitoring fees plus an additional amount for service calls. The proposed amendment sets forth a new monthly maintenance fee that is adjusted by CPI and an increase of \$10,100 for the additional monitoring and maintenance fees for the new CCTV and IP Camera systems upgrades and City Hall Fire Safety System upgrades and installation noted in this staff report.

RECOMMENDATION

Staff recommends that the City Council approve Amendment No.7, with Exhibit A, and Attachments A and B, to the existing agreement with Stanley Convergent Security Solutions, establishing a new not-to-exceed total agreement amount of \$133,000 and authorize the Mayor to sign amendment in a form approved by the City Attorney

Lisa Ann Rapp *LAR*
Director of Public Works

Howard L. Chambers *HC*
City Manager

COUNCIL AGENDA

June 28, 2016

TO: The Honorable Mayor and City Council

SUBJECT: Approve an Amendment to the Agreement for Tree Maintenance Services with West Coast Arborists

INTRODUCTION

West Coast Arborists has provided tree maintenance services to the City for many years as agreed to in the Agreement for Tree Maintenance Services executed in July, 1994.

STATEMENT OF FACT

The Agreement with West Coast Arborists (WCA) needs to be revised to incorporate the latest rate schedule. The original Agreement entitles WCA to a price increase based on the April to April CPI for this area.

In August, 2015, the Department of Industrial Relations established a classification "Craft: Tree Maintenance (Laborer)." The prevailing wage with benefits is \$23.47 an hour effective July 1, 2016 and has predetermined increases for the next two consecutive years of 5% per year. WCA is required by law to pay prevailing wages on work done for the City.

WCA initially requested a 31% increase for FY16-17 to comply with the newly established prevailing wage determination. After discussions with City staff, WCA has proposed an annual 4% increase to the Schedule of Compensation (Exhibit B to the Agreement) for the next five years. Their proposal also asks to extend the Agreement for a five year period with the City having an option to continue the Agreement for an additional five year period.

RECOMMENDATION

That the City Council approve Amendment #7 to the Agreement for Tree Maintenance Services with West Coast Arborists and authorize the Mayor to sign the revision in a form approved by the City Attorney.

Lisa Ann Rapp 
Director of Public Works

Howard L. Chambers 
City Manager

COUNCIL AGENDA

June 28, 2016

TO: The Honorable Mayor and City Council

SUBJECT: Approve an Amendment to the Engineering Services Agreement with Willdan

INTRODUCTION

Willdan Engineering has assisted the City with engineering services on public works projects for many years. In 2002, the City and Willdan entered into an Agreement for Willdan to provide engineering support services to the City.

STATEMENT OF FACT

The Agreement with Willdan needs to be revised to incorporate the latest rate schedule.

RECOMMENDATION

That the City Council approve an Amendment to the Agreement for Engineering Services with Willdan and authorize the Mayor to sign the revision in a form approved by the City Attorney.

Lisa Ann Rapp *LAR*
Director of Public Works

Howard L. Chambers *HLC*
City Manager

COUNCIL AGENDA

June 28, 2016

TO: Honorable Mayor and City Council

SUBJECT: Agreement for Reimbursement for Fingerprint Identification Specialists

INTRODUCTION

Since December 2004 the city has had an agreement with the City of Cerritos to provide resources for fingerprint identification from crime scenes. Cerritos hires Fingerprint Identification Specialists (FIS) who process fingerprints collected at crime scenes by our latent print trained community service officers. This program offers crime lab analysis and crime pattern identification on a regional basis in a very timely manner.

STATEMENT OF FACTS

Since implementing this program we have experienced more and more demand for these services from our residents, deputies and detectives. Since we entered into the agreement, we have received over 8200 requests for prints, completed 4600 investigations, obtained evidence in nearly 2650 cases, resulting in almost 575 positive identifications. Since there is a good chance that these criminals are responsible for many more crimes than the single incident in which they were identified, deputies acknowledge this program has a very positive impact in keeping crime low in Lakewood

For the last three years our contract has provided reimbursement for up to 1200 hours per year of Fingerprint Identification Specialist services at a cost of \$41.25 per hour. Cases that are "cold" or do not need immediate processing will be sent to the Los Angeles County Sheriff's Department crime lab which provides excellent service but because of their volume of cases, takes longer to get results.

RECOMMENDATION

It is the recommendation of staff that the City Council renew a three year Agreement with the City of Cerritos, effective through June 30, 2019, for Fingerprint Identification Specialist services at a cost of \$41.25 per hour for up to 1200 hours per year.

Carol Flynn Jacoby 
Deputy City Manager

Howard L. Chambers 
City Manager

COUNCIL AGENDA

June 28, 2016

TO: The Honorable Mayor and City Council

SUBJECT: Maintenance Contract for Advanced Surveillance and Protection (ASAP) Project

INTRODUCTION

On December 5, 2012 the installation of the Advanced Surveillance and Protection (ASAP) Project was completed. The purchase included 20 Automatic License Plate Recognition (ALPR) cameras and four Pan, Tilt, Zoom (PTZ) cameras. The current maintenance agreement expires on June 30, 2016.

STATEMENT OF FACTS

The Advanced Surveillance and Protection system became fully functional on December 5, 2012. The 20 ALPR cameras are installed at the four major intersections surrounding Lakewood Center and cover multiple lanes on Lakewood Boulevard, Clark Avenue, Del Amo Boulevard and Candlewood Street. These cameras read the license plate on every vehicle traveling through the locations and identify stolen vehicles, as well as plates reported from other serious or critical crime. The PTZ cameras cover four major intersections and can be used by personnel at the Lakewood Sheriff's Station to monitor criminal activity from their dispatch consoles. There are four additional PTZ cameras at other locations within the City that were installed prior to the mall project.

Convergint Technologies is authorized to resell and service our current equipment and they are in good standing with all the manufacturers. They work closely with the Sheriff's Department Technology and Support Division, which is essential to the daily functions of the equipment. The Customer Support Program maintenance agreement will ensure that all ASAP equipment functions properly and continues to provide a valuable tool for law enforcement. The agreement will provide maintenance to all the equipment through June 30, 2019 at a base cost of \$22,250 plus hourly rates ranging from \$45 to \$155 hourly for services rendered.

An Extended Service Warranty with 3M can be purchased through Convergint Technologies for the 20 ALPR cameras for two years through June 30, 2018 at an annual rate of \$20,800. This warranty covers the repair service and replacement for equipment with 3M.

June 28, 2016

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STAFF RECOMMENDATION

That the City Council approve:

1. Agreement with Convergent Technologies for maintenance from July 1, 2016 through June 30, 2019 on 20 ALPR cameras and eight PTZ cameras at a cost of \$22,350 plus hourly service rates.
2. Extended warranty with 3M handled for repair and replacement of the 20 ALPR cameras at \$20,800 per year for two years.
3. Authorize the City Manager to sign the agreement as approved by the City Attorney.

Carol Flynn Jacoby 
Deputy City Manager

Howard L. Chambers 
City Manager

COUNCIL AGENDA

June 28, 2016

TO: Honorable Mayor and City Council

SUBJECT: Agreement with Macerich Lakewood LP for Law Enforcement Services at Lakewood Center Mall

INTRODUCTION

The City of Lakewood contracts with the Los Angeles County Sheriff's Department for deputies assigned to Lakewood Center mall. Cost of the deputies is shared with the managing agent, Macerich Lakewood LP.

STATEMENT OF FACTS

The City contracts with the Los Angeles County Sheriff's Department for two 40 hour relief deputies who are assigned to Lakewood Center mall. The cost per deputy for FY 2016/17 is \$299,126.63. The Agreement with Macerich Lakewood LP, which is effective July 1, 2016 through June 30, 2017, provides that the cost of one deputy will be funded by Macerich Lakewood LP and that they will reimburse the City \$24,927.22 per month for 12 months beginning July 1, 2016.

RECOMMENDATION

That the City Council approve the agreement with Macerich Lakewood LP for funding a deputy sheriff from July 1, 2016 through June 30, 2017, and authorize the Mayor to sign the agreement as approved by the City Attorney.

Carol Flynn Jacoby 
Deputy City Manager

Howard L. Chambers 
City Manager

COUNCIL AGENDA

June 28, 2016

TO: The Honorable Mayor and City Council

SUBJECT: Agreement for Helicopter Maintenance with STEAM Aircraft Inc.

INTRODUCTION

STEAM Aircraft Inc. has been maintaining the Sky Knight Helicopters since April 2005. The current Agreement will expire on June 30, 2016 unless extended.

STATEMENT OF FACT

STEAM Aircraft is providing excellent maintenance for the Sky Knight helicopters at the Long Beach airfield. The helicopters are in good repair and STEAM mechanics have kept these aircraft airworthy and flying for every shift since their contract began.

The Agreement is based upon 1040 hours of annual flight time for four helicopters. This number will reduce to two when the Sikorsky 300C helicopters are sold. The rate of \$130 per flight hour for inspections, maintenance, labor and servicing and guaranteed annual minimum usage of 800 flight hours will become effective July 1, 2016. The two year agreement will continue until June 30, 2018.

RECOMMENDATION

That the City Council approve the Agreement for Robinson R44 Raven II and Sikorsky 300C Helicopter Maintenance with STEAM Aircraft Inc. as prepared by the City Attorney beginning July 1, 2016.

Carol Flynn Jacoby 
Deputy City Manager

Howard L. Chambers 
City Manager

COUNCIL AGENDA

June 28, 2016

TO: The Honorable Mayor and City Council

SUBJECT: Amendment to the Gonsalves Service Agreement

INTRODUCTION

The monthly rate for State legislative advocacy services from Joe A. Gonsalves and Son, Inc. is being adjusted for the first time since FY 2007-08.

STATEMENT OF FACT

Joe A. Gonsalves and Son, Inc. has provided state legislative advocacy services to the city for 37 years. The rate has stayed the same for 9 years. This proposed increase for FY 2016-2017 is two percent above the current rate.

RECOMMENDATION

That the City Council adopt the attached Resolution approving the amendment to this agreement.

PB for
Lisa G. Novotny
Assistant City Manager

Howard L. Chambers
City Manager



RESOLUTION NO. 2016-40

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAKEWOOD AMENDING THAT CERTAIN AGREEMENT BETWEEN THE CITY OF LAKEWOOD AND JOE A. GONSALVES AND SON, INC.

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

SECTION 1. That certain agreement between Joe A. Gonsalves and Son, Inc., 925 L Street, Suite 250, Sacramento, California 95814, and the City of Lakewood, dated November 20, 1979, is hereby amended by amending Section 5 thereof to read as follows:

“5. The City of Lakewood, sometimes herein called “Client,” shall pay to said Joe A. Gonsalves and Son, Inc., the monthly sum of \$4526 per month, payable in advance on the first day of July, 2016.”

SECTION 2. Except as amended, the agreement of November 20, 1979 is hereby reaffirmed in all other aspects.

SECTION 3. This resolution shall be effective as of the first day of July 2016, and when accepted and approved by said Joe A. Gonsalves and Son, Inc.

ADOPTED AND APPROVED THIS 28TH DAY OF JUNE, 2016.

Mayor

ATTEST:

City Clerk

COUNCIL AGENDA

June 28, 2016

TO: The Honorable Mayor and City Council

SUBJECT: Agreement for Page Composition, Printing and Preparation for Mailing of the City Newsletter for FY 2016-2017

INTRODUCTION

The *Lakewood Living* newsletter has been one of the City's principal public information outlets since 1978. The FY 2016-2017 budget authorizes the continued production of the City newsletter and anticipates that an independent contractor will handle page composition, printing and preparation for mailing of the newsletter and, on a non-exclusive basis, other publications as determined by the City Manager.

STATEMENT OF FACTS

Based on cost, production quality, new technology applications and customer service support, Western Printing and Graphics was retained to provide newsletter printing services.

Sufficient funding for newsletter production (and, on a non-exclusive basis, other publications as determined by the City Manager) has been allocated in the City budget.

STAFF RECOMMENDATION

That the City Council authorize the Mayor and City Clerk to execute an agreement with Western Printing and Graphics, subject to approval as to legal form by the City Attorney.

Bill Grady
Public Information Officer *BB*

Howard L. Chambers *HLC*
City Manager

COUNCIL AGENDA

June 28, 2016

TO: Honorable Mayor and City Council

SUBJECT: Reimbursement Agreements with Long Beach Transit Fixed Route Subsidy and Dial-A-Lift Services

INTRODUCTION

Long Beach Transit has submitted a request for renewal of the City's Proposition "A" support of Fixed Route and Dial-A-Lift services. The present agreements expire on June 30, 2016. The request for Lakewood support is made in order to comply with the terms of the Long Beach Transit agreement with the City of Long Beach. Long Beach Transit is required to either secure a proportionate amount of subsidies from the jurisdictions it serves or withdraw services. Since 1984, through a contract, the City of Lakewood has been utilizing the transit services provided by Long Beach Transit.

STATEMENT OF FACTS

Lakewood residents utilize the Long Beach Transit system extensively. The table below shows the ridership since Fiscal Year 2010-2011.

PROGRAM	FISCAL YEAR						
	2010-2011	2011-2012	2012-2013	2013-2014	2014-2015	2015-2016*	2016-2017**
FIXED ROUTE TRIPS	1,003,986	1,065,555	1,016,395	1,047,938	1,214,132	1,043,296	1,092,822
DIAL-A-LIFT TRIPS	2,154	2,169	2,253	2,348	4,150	4,800	4,771

*Projection **Estimate

Both existing contracts will expire on June 30, 2016. A one-year contract has been prepared for the Fixed Route and Dial-A-Lift services for the next Fiscal Year. The terms of the proposed agreements are as follows:

Reimbursement for Fixed Route Transportation Services. Long Beach Transit proposes the subsidy for Fiscal Year 2016-2017 be a contribution of \$93,064.

Dial-A-Lift Services. The compensation for Dial-A-Lift services is based upon the rate of \$25.15 per passenger boarding for Fiscal Year 2016-2017. The total compensation is not to exceed \$120,000 for Fiscal Year 2016-2017.

SUMMARY

Long Beach Transit has requested renewal of the agreements with the City for subsidy of the Fixed Route and for Dial-A-Lift services for Fiscal Year 2016-2017. These projects have been included as a part of the budget.

RECOMMENDATION

Staff recommends that the City Council authorize the Mayor to sign the agreements with Long Beach Transit, for both Fixed Route bus services and Dial-A-Lift services at the same level of service as provided in previous years. The proposed agreement has been reviewed and approved by the City Attorney as to form.

Sonia Dias Southwell, AICP
Director of Community Development

Howard L. Chambers
City Manager

COUNCIL AGENDA

June 28, 2016

TO: Honorable Mayor and Members of the Council

SUBJECT: Renewal and Amendment of Agreement with Fair Housing Consultants Inc.

STATEMENT OF FACT

As a Community Development Block Grant (CDBG) entitlement jurisdiction, the City is required to provide a fair housing counseling program for residents. The City currently contracts for these services. The City's fair housing counseling program consists of public outreach, education, and the coordination of fair housing training for local real estate agents, apartment managers and property owners. In addition, the fair housing consultant provides referrals to other agencies, which may better assist a tenant or landlord with his or her particular situation.

Since February 2001, the City has contracted with Sharron Hillery for the provision of a fair housing counseling program, which meets the U.S. Department of Housing and Urban Development (HUD) requirement. Ms. Hillery provides Lakewood residents and property owners with professional service in the areas of landlord/tenant relations, fair housing information and education, and client service referrals. The current contract expires on June 30, 2016. The cost for said services for the renewal of this contract will be funded by CDBG funds.

RECOMMENDATION

Staff recommends that the City Council approve the renewal of the contract with Sharron Hillery for fair housing consulting services to June 30, 2016 and authorize the contract amount not to exceed \$35,240 for the year.

Sonia Dias Southwell, AICP 
Director of Community Development

Howard L. Chambers 
City Manager

TO: Honorable Mayor and Members of the Council

SUBJECT: Agreement with Sam Painting (Fix-Up Paint-Up Program)

INTRODUCTION

The Fix-Up Paint-Up Program was developed to provide property owners with the financial assistance needed to make necessary minor improvements to their properties to preserve the structures, increase the livability, and aesthetically enhance the overall appearance of the neighborhood. In addition, rehabilitation of existing homes in Lakewood is a valid and necessary means of maintaining our housing stock. The City's grant program provides eligible residents with grant up to \$3,000 per residence. Since Fiscal Year 2013-2014, this program has been funded by Successor Housing Agency loan funds that have been repaid during the current year. The goal for Fiscal Year 2016-2017 is to approve 6 grants to qualifying low-moderate income homeowners.

STATEMENT OF FACT

Since July 2008, the Fix-Up Paint-Up Program has been carried out by Sam Painting, and the current contract expires on June 30, 2016. Samir Sindaha of Sam Painting is a well-established contractor who is required to maintain a state license in painting and decorating. Sam Painting provides both interior and exterior painting services. Samir has done extensive work in the City of Lakewood since 2000 and has a valid City of Lakewood business license. He is also required to be properly insured and bonded for this type of work. In addition to painting, his services include wood repair, replacement of gates, fences, doors, screens, deadbolts, damaged wood replacement, and weatherization.

Sam Painting will provide all labor, equipment and supplies to perform painting and minor home repair services to eligible single-family homeowners in Lakewood. City staff will be responsible for the administration and marketing of the program.

RECOMMENDATION

Staff recommends that City Council approve the agreement with Sam Painting through June 30, 2017, to provide painting and minor home repairs to eligible homeowners through the Fix-Up Paint-Up Program within the limits budgeted for this program.

Sonia Dias Southwell, AICP 
Director of Community Development

Howard L. Chambers 
City Manager

TO: The Honorable Mayor and City Council

SUBJECT: Development Review Board and General Plan Maintenance Fees

INTRODUCTION

In 1993 the City Council approved a fee to recover the costs of operating the Development Review Board (DRB). In 2003 a state law was enacted that allowed cities to collect a fee when issuing building permits to help recover the costs of the maintenance of the City's General Plan and its related environmental documents.

STATEMENT OF FACT

The current DRB and General Plan Update fees are each set at 0.085% of the valuation of the proposed construction as listed on each building permit. Approximately \$31,285 is generated annually for each of these two fees. The purposes of these fees are to:

- 1) Offset the current operating expenses of the DRB; and
- 2) Offset the anticipated costs of preparing the General Plan updates, including the Housing Element and related environmental documents.

In 2016 staff compared the costs of the delivered DRB services and the DRB fees being collected. Staff evaluated the anticipated costs of preparing General Plan updates including the related environmental documents. This was done by averaging costs of General Plan update preparation experienced by other cities. Both the DRB and General Plan update fees are no longer adequate to cover the related costs and need to be increased.

DRB Fees. Staff calculated the 12-year average annual cost of providing DRB services to be \$47,910, which is a \$16,645 shortfall from the current amount collected. In calculating the costs, the services were separated into single family residential, multiple family residential, signs and commercial. This allowed a more accurate calculation, as a simple sign permit requires much less time to process than a complex multiple family residential facility. Staff is recommending that the DRB fee be increased to be 1.3% of the valuation of the proposed construction. This fee is estimated to generate approximately \$47,848 annually in fees, which is much closer to the annual estimated expense of \$47,910.

General Plan Update Fee. The Lakewood General Plan is a long term planning document that the City has not fully updated in 20 years. The State strongly encourages each California jurisdiction to update their General Plan on a 10-year cycle. Currently, the Housing Element portion of the General Plan has a State mandated 8-year mandated cycle. The City last prepared the Lakewood Housing Element in Fiscal Year 2013-2014.

Staff gathered data from 31 jurisdictions that had completed a General Plan and related environmental documents since 2010. The average cost of the General Plan document preparation between these jurisdictions was \$808,340. Lakewood staff is proposing to reduce this average preparation cost by preparing a majority of the documents using in-house staff and by restricting the use of outside consultants to only those areas that require specialized expertise.

Staff estimates that approximately 5% or about \$40,417 of estimated costs could be saved by using this in-house preparation model. The overall estimated cost of preparation would then be about \$767,923. Staff is recommending that the overall General Plan be updated once every 16 years, which be every other time of the Housing Element is required to be updated by the state on a mandatory 8-year cycle.

Staff is proposing that the General Plan Update fee be increase to be 1.3% of the valuation of the proposed construction. This fee is the same as the above-proposed DRB fee increase and maintains the current fee program where these fees are equal. If adopted this fee program is estimated to generate approximately \$765,568 during the recommend 16-year preparation cycle. This is very close to the estimated General Plan Update preparation costs of \$767,923.

NOTIFICATION AND PUBLIC HEARING

The preparation, notification, information availability and the public hearing process regarding these proposed fee increases has been done in conformance with Government Code Section 66016 et.seq.

SUMMARY

An adjustment to the fees charged for building permits is proposed to offset both the costs of providing DRB services and the anticipated costs of preparing and maintaining the General Plan with its related environmental documents every 16 years. The fees for each are proposed to be increased from 0.085% to 1.3% of the valuation of the proposed construction as listed on each building permit. The increased fees are estimated to generate approximately \$47,848 annually for both the DRB operating costs and General Plan Update preparation costs. The new fees should go into effect on August 28, 2016.

RECOMMENDATION

Staff recommends that the City Council:

1. Adopt the proposed Resolution establishing a revised fee for the Development Review Board to be 1.3% of the valuation of the proposed construction.
2. Adopt the proposed Resolution establishing a revised fee for the preparation and maintenance of the General Plan and its related environmental documents to be 1.3% of the valuation of the proposed construction.

Sonia Dias Southwell, AICP
Director of Community Development

Howard L. Chambers
City Manager



RESOLUTION NO. 2016-41

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
LAKEWOOD ADOPTING A FEE FOR THE COST OF PROVIDING
DEVELOPMENT REVIEW BOARD SERVICES.

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

SECTION 1. The City Council finds that applicants for building permits should pay to the City a fee to reasonably cover the cost of the services provided by the Development Review Board.

SECTION 2. Effective on August 28, 2016, applicants for building permits shall pay a fee of 1.3% of the valuation of the building for the services provided by the Development Review Board.

SECTION 3. The City Clerk shall certify the adoption of this Resolution and henceforth and thereafter the same shall be in full force and effect until amended or repealed by the City Council.

ADOPTED AND APPROVED THIS 28TH DAY OF JUNE, 2016

Mayor

ATTEST:

City Clerk

RESOLUTION NO. 2016-42

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
LAKEWOOD ADOPTING A FEE FOR THE COST OF PREPARING
AND AMENDING THE GENERAL PLAN

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

SECTION 1. The City Council finds that applicants for building permits should pay to the City a fee to reasonably cover the cost of preparing and amending the General Plan.

SECTION 2. Effective on August 28, 2016, applicants for building permits shall pay a fee of 1.3% of the valuation of the building for preparing and maintaining the General Plan.

SECTION 3. The City Clerk shall certify the adoption of this Resolution and henceforth and thereafter the same shall be in full force and effect until amended or repealed by the City Council.

ADOPTED AND APPROVED THIS 28TH DAY OF JUNE, 2016

Mayor

ATTEST:

City Clerk

COUNCIL AGENDA

June 28, 2016

TO: The Honorable Mayor and City Council

SUBJECT: Residential Refuse Rate Adjustment

INTRODUCTION

Due to Proposition 218, the City is required to notify every resident, in writing, regarding proposed adjustments in refuse collection and disposal fees, and the date for a public hearing before the City Council can take action. This requirement was accomplished by placing a notice in the utility bills starting in March 2016 and continuing through May 2016; for over an entire 60-day cycle. The public hearing on this matter is set for June 28, 2016 at 7:30 P.M. in the City Council Chambers.

STATEMENT OF FACT

The Proposition 218 procedural requirements are applicable to increases in refuse charges. Due to the rather lengthy notification process, rates must be determined far in advance of implementation. To accomplish this, staff determines rates by considering current consumer price index trends, cost history and new program implementation costs. When calculating adjustments next year, staff compares the amount collected to actual costs, and modifies next year's adjustment accordingly.

On February 23, 2016, the Environmental Management Committee reviewed and recommended for Council approval the proposed rate increase. The recommended the public noticed residential monthly rate for refuse collection was \$19.74, which was a three percent increase from the current rate of \$19.16.

Since the public noticing of the rate increase, the April to April CPI for the Los Angeles area has become known, as well as other operational cost increases. Based on these factors, staff continues to recommend a three percent increase in the trash collection and disposal rates for Fiscal Year 2016-2017.

The new residential refuse collection rate of \$19.74 will be effective July 1, 2016, and will be reflected on billings for refuse collection usage on and after July 1, 2016. Protest to the rate increase must be submitted to the Council in writing. Majority protest exists if over 50 percent of parcel owners within the service area of 22,153 parcels submit written protests.

RECOMMENDATION

It is recommended that the City Council hold a public hearing and adopt the attached resolution, which enacts the adjustment to refuse rate as stated in this report.



Diane Perkin

Director of Administrative Services

Howard L. Chambers
City Manager



RESOLUTION NO. 2016-43

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
LAKEWOOD TO ESTABLISH RESIDENTIAL REFUSE
RATES FOR FISCAL YEAR 2016-2017

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

SECTION 1. The City Council of the City of Lakewood does hereby find and determine that it is necessary to amend the refuse rates.

1. The City contracts with EDCO Disposal for residential refuse removal; each year their contract is adjusted based on a blended rate using the Consumer Price Index for the Los Angeles area for the month of April and the average tipping rates in the area.
2. In order to maintain the current residential services, the current rate must be adjusted in accordance with the increase in contractor and city operational costs.
3. The rate will be adjusted July 1, 2016, which will be for services starting on or after July 1, 2016. The monthly rate will be adjusted to \$19.74 from \$19.16.

ADOPTED AND APPROVED THIS 28TH DAY OF JUNE, 2016.

Mayor

ATTEST:

City Clerk

COUNCIL AGENDA

June 28, 2016

TO: The Honorable Mayor and City Council

SUBJECT: Water Rate Adjustment

INTRODUCTION

The City notified every water customer in writing pursuant to Proposition 218, regarding the maximum proposed adjustments to the cost of water and the date for a public hearing before the City Council. This requirement was accomplished by placing a notice in the utility bills starting in March 2016 and continuing through May 2016; for over an entire 60-day billing cycle in order to reach all customers. The public hearing on this matter was set for June 28, 2016 at 7:30 P.M. in the City Council Chambers.

STATEMENT OF FACT

A recent court decision held that the procedural requirements of Proposition 218 are applicable to increases in water charges. Due to the rather lengthy notification process and waiting period, rates must be determined far in advance of implementation. To accomplish this, staff determines the need for rate adjustment by considering current consumer price index trends, cost history and planned capital improvements. When calculating adjustments for next year, staff compares the amount collected to actual costs, and modifies next year's adjustment accordingly.

The Water Resources Committee reviewed and recommended for Council approval the proposed rate increases. The recommended quantitative rate for all water delivered (water consumption rate) is to stay at the current rate of \$3.50 per 100 cubic feet. The number of units provided to residents at the discount rate is recommended to be reduced by one. The recommended recycled water consumption rate for all water delivered is \$1.80 per 100 cubic feet; the current rate is \$1.60.

For all meter types and uses, the proposed bi-monthly 5/8 x 3/4 inch water meter service charge is \$15.00, currently \$13.50; the 1 inch is \$22.50, currently \$20.26; the 1.5 inch is \$37.47, currently \$33.76; the 2 inch is \$53.70, currently \$48.38; the 3 inch is \$96.15, currently \$86.62; the 4 inch is \$142.37, currently \$128.26; the 6 inch is \$249.75, currently \$225.00; 8 inch is \$344.66, currently \$310.50; and 10 inch is \$537.67, currently \$485.00.

To determine the proposed water consumption rates, staff takes into consideration increases in operating expenditures, the cost of capital projects and debt service covenant requirements. The two largest operational costs are water replenishment and electricity. The cost of services provided by the Water Replenishment District (WRD) has increased considerably in the past and is budgeted to increase by five-ten percent in Fiscal Year 2016-2017. Over \$9 million in capital improvements are required over the next five years, including \$3.7 in watermain replacement,

\$3.3 million system upgrades, and \$2 million to drill a well. The proposed rate for metered water sales takes into account these annual increases.

The proposed water consumption rate increase raises the "typical" residential bi-monthly bill (using 20 hcf over two months) by \$5.00 from \$66 to \$71 (the proposed bi-monthly rate includes reduction of the discounted rate by one hcf).

Staff also analyzes other water charges to determine if these rates need to be adjusted. The cost of recycled water charged to the city will increase substantially over the next few years. The recycled water program supplies irrigation water to City facilities, five schools, and one commercial grower. About 2/3rds of recycled water sales go to the City. Since the end of the recycled water source partnership, a 20-year agreement with Cerritos, the wholesale rate for recycled water has been raised each year to match their retail rate. Staff recommends phasing in increases to the recycled water consumption rate to match the cost; this would increase the rate by \$0.20, from \$1.60 to \$1.80.

The new water rates and charges will be effective July 1, 2016, and will be reflected on billings for water usage on and after July 1, 2016. Majority protest exists if over 50 percent of parcel owners within the service area of 19,629 parcels submit written protests.

RECOMMENDATION

It is recommended that the City Council hold a public hearing and adopt the attached resolution, which enact the adjustment to water consumption rates and charges as stated in this report.


Diane Perkin
Director of Administrative Services

Howard L. Chambers 
City Manager

Eileen M. Edgerton

RECEIVED

4224 Quigley Avenue Lakewood CA 90713

nerets56815@mypack.net

3784 '16 MAY 10 11:06

CITY OF LAKEWOOD
CITY CLERK

April 24, 2016

Mayor and City Council
City Clerk
City of Lakewood
5050 Clark Avenue
Lakewood CA 90712

Subject: Water and Refuse Rate Increases

Dear City Clerk

I respectfully request that you read the following comments, provided via this letter, into the record for Public Comments for the Public Hearing regarding the increase in rates for both water and refuse collection.

Water Rate Increase:

Of course NO ONE likes to have their rates increased and it was anticipated that our sacrifices and efforts to conserve water would, of course, be rewarded with an increase in rates, as the water companies saw a decrease in profits and operating capital. They still have the same expenditures to provide water (employee salaries and so forth).

That being said, and in the interest in government transparency, your responses the following questions would be appreciated, so that we can all feel a bit better about being financially penalized for our conservation efforts:

1. According to an article in the Times, DWP is raising their rates approximately 4%. What is the percentage increase for City of Lakewood residents?
2. Will this increase in rates result in an increase in profits? Or, is this increase purely reflective of an effort to maintain the existing cost of operations? Have there been employee raises?
3. If California returns to normal rainfall and pre-drought adequate water supply levels will this rate go lower or will profits just increase? Can the rate be a **temporary adjustment** to current *reduced market demand*?
4. Can this rate increase be tied to a reduced city utility tax so that there is SOME reward for conservation efforts on the part of your residents?
5. The letter sent to us notifying us of the rate increase states that the rate "adjustments are necessary to cover increases in the cost of pumping, treating and distributing water, and administration of the utility, as well as required funding for the water utility capital improvement program. If the utility is pumping LESS water, why are there increases in the cost of pumping, treating and distributing water – again: LESS WATER. Regarding the capital improvement program: specifically, what capital improvement programs are pending? Are these routine/normal maintenance projects that reflect the standard cost of water delivery operations (which should be included in and be reflected/amortized into currently set rates)?

Are any of these capital improvement programs as a result of the drought and do they, at least, include some set-aside money for desalinization efforts?

6. And finally, does Public Comment to one member city have any impact whatsoever on the rate increases that the DWP will push through irrespective of public input. Does the City of Lakewood have any representation or voice to the Public Utility Commission who can carry the concerns of their residents and make a difference in the final outcome? (Other than the city's choice to reduce their own utility tax).

Refuse Rate Increase:

1. Does the city have a contract with EDCO whereby rates are fixed for a certain period of time?
2. If the city has a contract, how fixed are the rates within that time period or are there projected rate increase at predictable levels?

Thank you for the opportunity to provide input. Hopefully, it is not a wasted effort and that our electeds are empowered by adequate representation at higher levels to carry our voice and ensure that our concerns are addressed.

By the way: Here is a quote from the article in the LA Times, addressing water rate increases:

“Enjoying those lower water bills from 3-minute showers and your new drought-tolerant landscaping? Well, prepare to pay a little more to make up for your conservation.

Throughout California, consumers have conserved during this four-year drought and purchased less water from their utilities, leaving some water agencies operating in the red and drawing down reserves. Officials now say they need to pass some of the costs back to customers.

The Los Angeles Department of Water and Power will hike rates to cover some of its lost revenue, its civilian board [decided Tuesday](#). Most DWP customers will pay 4 percent more for water beginning in January. The average residential monthly bill will increase from \$49.73 to \$51.53, DWP officials said.

“The reality is that rate increases, surcharges and other pricing adjustments are part of the drought story this year,” Association of California Water Agencies spokeswoman Lisa Lien-Mager said.

DROPPING REVENUES

As revenues drop, utilities still have to cover fixed costs. They have to keep paying employees and maintaining pipes, treatment facilities, aqueducts and reservoirs. Also, they face additional costs during the drought, for public outreach and enforcing water-use restrictions.”

You are most welcome to contact me at the e-mail address shown above.

Sincerely,



Eileen Edgerton

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CITY OF LAKEWOOD
CITY CLERK

APRIL 18, 2016

TO: CITY CLERK CITY OF LAKEWOOD

PROPOSED INCREASE IN WATER RATES

~~This letter is register my opposition to a portion of the proposed increase in water rates.~~

My opposition is to the proposed decrease from 5 units to 4 units of water usage for the two month period of the water bill.

~~Respectfully~~

Gerald C. Stribling

4528 Adenmoor Ave.

Lakewood, Ca. 90713

RESOLUTION NO. 2016-44

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAKEWOOD AMENDING THE NORMAL QUANTITATIVE RATE CONTAINED IN SECTION 10 OF THE CITY'S "WATER SERVICE PROCEDURE MANUAL", AND AMENDING THE RECYCLED WATER RATE

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

SECTION 1. The City Council of the City of Lakewood does hereby find and determine that it is necessary to amend its Water Service Procedure Manual pertaining to water rates and charges in order to maintain and operate its water system as a service to the community and for the general public health, safety and welfare, based upon the following facts:

1. The water system owned and operated by the City of Lakewood was first installed in the mid-1930's and has, since that date and since its acquisition by the City of Lakewood, been improved from time to time in order to supply the needs of its consumers within the City of Lakewood.
2. The purpose of the system is to provide a service to its consumers for which fees or charges are imposed as an incident of requesting or using the service.
3. These fees or charges include not only the cost of the water service but the repairs and maintenance of the system, as well as replacement of old and deteriorated facilities.
4. Due to its age and use, parts of the Lakewood Water System are in need of capital improvements in order to maintain a service meeting the needs of its consumers.
5. Over \$9 million in capital improvements are required over the next five years, including \$3.7 in watermain replacement, \$3.3 million system upgrades, and \$2 million to drill a well as recommended by the City Council Water Resources Committee.
6. The revenue derived from current rates and charges is insufficient to fund said projects.
7. The funds derived by the necessary increase in the water rates and fees to provide the necessary improvements and maintenance through June 2017, shall not be used for general City purposes.

SECTION 2. The "Normal Quantitative Rate" as set forth in Section 10 of The Water Service Program Procedure Manual, also called water consumption rate, adopted by Resolution No. 2009-6, is hereby amended to read as follows:

The quantitative rate for all water delivered is \$3.50 per 100 cubic feet per meter per month to all services commencing July 1, 2016.

The number of units provided to residents at the discount rate is recommended to be reduced by one, or from 5 units to 4 units.

The quantitative rate for all recycled water delivered is \$1.80 per 100 cubic feet per meter per month.

SECTION 3: Meter rates as set forth in Section 10 of The Water Service Program Procedure Manual are amended as follows:

For all meter types and uses, the proposed bi-monthly 5/8 x 3/4 inch water meter service charge is \$15.00, the 1 inch is \$22.50, the 1.5 inch is \$37.47, the 2 inch is \$53.70, the 3 inch is \$96.15, the 4 inch is \$142.37, the 6 inch is \$249.75, 8 inch is \$344.66, and 10 inch is \$537.67.

SECTION 4: The new water rates and charges will be effective July 1, 2016, and will be reflected on billings for water usage and services on and after July 1, 2016.

ADOPTED AND APPROVED THIS 28TH DAY OF JUNE, 2016.

Mayor

ATTEST:

City Clerk

COUNCIL AGENDA

June 28, 2016

TO: The Honorable Mayor and City Council

SUBJECT: Water Related Fees and Deposits Schedule

INTRODUCTION

The City of Lakewood last conducted a service fee study in 2010 and was due for a service fee schedule update. Because of this, a service fee study was conducted in May 2016 with the purpose to develop a list of service fees that are set at levels that reflect the true cost of the related services and comply with the requirements of AB 1600 and Proposition 218.

STATEMENT OF FACT

Staff reviewed the Lakewood Department of Water Resources (DWR) existing service fees, identified new service fees where appropriate, and calculated the maximum overhead rate to be applied to staff labor rates for all service fees. The fee update identifies the true cost of service fee-related activities, thereby establishing the maximum-justifiable rate that can be charged for a particular service. Per California regulations, no service fee should be burdened with costs that cannot be directly or indirectly linked to that service. This analysis *does not* address monthly water service rates, but rather non-reoccurring, voluntary services that are not necessarily used by all customers. A common example is the fee for shutting-off water service due to non-payment.

The updated fees fall into six categories: installations, meter testing, customer service, miscellaneous account related services, deposits and backflow.

Fee Description	Type	Current Rate	Max Rate	Current Cost Recovery	Recommendation	
					New Rate	Cost Recovery
INSTALLATIONS						
Service Connection 1" and below	One Time	\$3,711	\$4,758	78%	\$4,758	100%
Service Connection > 1" - 2"	One Time	\$5,265	\$6,550	80%	\$6,550	100%
Service Connection 3" and above	One Time	T & M	T & M	100%	T & M	100%

Fee Description	Type	Current Rate	Max Rate	Current Cost Recovery	Recommendation	
					New Rate	Cost Recovery
METER TESTING						
1" or Less (current rate)	Deposit	\$ 10	\$ 50	20%	\$ 50	100%
1 1/2" (current rate)	Deposit	\$ 12	\$ 50	24%	\$ 50	100%
2" (current rate)	Deposit	\$ 15	\$ 50	30%	\$ 50	100%
3" (current rate)	Deposit	\$ 25	\$ 75	33%	\$ 75	100%

Water Fees and Deposits 2016

Page Two

Fee Description	Type	Current Rate	Max Rate	Current Cost Recovery	Recommendation	
					New Rate	Cost Recovery
CUSTOMER SERVICE						
Service Initiation Fee	One Time	\$ 25	\$ 67	37%	\$ 25	37%
After-Hours Fee (Non-Delinquent)	Per Occurrence	\$ 25	\$ 67	37%	\$ 25	37%
Delinquent Account Turning Water On/Off - Business Hours	Per Occurrence	\$ 35	\$ 109	32%	\$ 50	46%
Delinquent Account Turning Water On/Off - After Hours	Per Occurrence	\$ 60	\$ 209	29%	\$ 75	36%
2nd Notice Water Payment Delinquency Fee	Per Occurrence	\$ -	\$ 2	0%	\$ 2	100%
3rd Notice Water Payment Delinquency Fee	Per Occurrence	\$ -	\$ 7	0%	\$ 7	100%
Returned Check Fee	Per Occurrence	\$ 25	\$ 37	68%	\$ 37	100%

Proposed fee levels of less than 100 percent cost recovery include adjustments to align fees with neighboring water districts.

Fee Description	Type	Current Rate	Max Rate	Current Cost Recovery	Recommendation	
					New Rate	Cost Recovery
MISCELLANEOUS ACCOUNT RELATED						
Tamper/Unauthorized Restoration - 1st Occurrence	One Time	\$ 25	\$ 145	17%	\$ 75	52%
Tamper/Unauthorized Restoration - Each Additional Occurrence	Per Occurrence	\$ 25	\$ 160	16%	\$ 150	94%
Water System Flushing, Inspection, & Sampling	One Time	\$ -	\$ 452	0%	\$ 452	100%
Perform Fire Flow Test/Reporting	One Time	\$ 50	\$ 113	44%	\$ 113	100%
DWR Water System Plan Check Review	Per Sheet	\$ -	\$ 58	0%	\$ 50	86%

Fee Description	Type	Current Rate	Max Rate	Current Cost Recovery	Recommendation	
					New Rate	Cost Recovery
DEPOSITS						
Re-establishment of Credit - All Service	Deposit	\$10 to 2x Avg Bill	NA		\$10 to 2x Avg Bill	
Hydrant Meter Rental	Deposit	\$1,000	\$ 990	101%	\$ 990	100%

Fee Description	Type	Current Rate	Max Rate	Current Cost Recovery	Recommendation	
					New Rate	Cost Recovery
BACKFLOW						
Backflow Prevention Testing Annual Fee	Per Device	\$ 60	\$ 65	92%	\$ 65	100%

The proposed fee schedule was reviewed by the Water Committee on June 13, 2016 and by the City Council on June 14, 2016.

RECOMMENDATION

It is recommended that the City Council adopt the adjustment to water fees and deposits as listed in this report.


 Diane Perkin
 Director of Administrative Services

Howard L. Chambers 
 City Manager

COUNCIL AGENDA

June 28, 2016

TO: The Honorable Mayor and City Council

SUBJECT: Approve Amendment to Appendix B for Refuse Collection with EDCO Waste Services

INTRODUCTION

EDCO Waste Services provides automated curbside recycling and refuse collection in Lakewood. Staff in consultation with EDCO has determined the need to amend Appendix B for refuse collection. The amendment to Appendix B increases the residential billing adjustment factor by 3.4827 percent, a blended rate based on the April-to April C.P.I. and tipping fee increase, to the amounts collected by the contractor for residential recycling and refuse service.

RECOMMENDATION

Staff recommends that the City Council approve the 2016 amendment to Appendix B with EDCO Waste Services, LLC and authorize the Mayor to sign the agreement in a form approved by the City Attorney.

Lisa Ann Rapp 
Director of Public Works

Howard L. Chambers 
City Manager

Appendix B
CITY OF LAKEWOOD RATE SCHEDULE
 Effective July 1, 2016

RESIDENTIAL COLLECTION SERVICES

Service	Agreement Reference	CONTRACTOR Fee or Payment	Notes
Fiscal Year 2015-2016			
Single Family Residential Collection "Base Rate"	8. A.	\$378,908.07	Per Month
Residential Units			
Base Number on January 2, 2013	8. A.	22,771	Residential Billing equivalent ⁽¹⁾
Residential Unit Adjustment Factor	8. A.	\$16.6399	Per Unit Residential Billing equivalent
Fiscal Year 2016-2017			
Residential Units Demolished	8. A.	0	
Residential Units Constructed	8. A.	0	
Residential Units			
Base Number on January 2, 2014	8. A.	22,771	
Residential Billing Adjustment Factor	8. A.	17.21945363	3.4827%
Single Family Residential Collection "Base Rate"	8. A.	\$392,104.18	Per Month
Extra recycling cart		No charge	
Extra refuse cart		\$3.50	Per unit per month ⁽²⁾
Excess collection charge for non-greenwaste bagged refuse		\$20.50 for up to 10 plastic bags	No construction debris or greenwaste

The above-stated "Base Rate" and "Adjustment Factor" shall be subject to a percentage adjustment commencing July 1, 2013, and on the first day of each fiscal year thereafter. The adjustment shall be applied to the "base rate" in two components, with the service component shall be adjusted in an amount directly related to the increase or decrease in the "Los Angeles-Long Beach All Urban Consumer Price Index April to April". The tipping fee component shall be adjusted in an amount directly related to the increase or decrease of an average of the tipping fee rates for municipal solid waste at SERRF, Puente Hills, and Bel Art Transfer Station on January 1, 2013, and annually thereafter, as compared to the average of those rates on January 1, 2012.

⁽¹⁾ The number of Residential Units for 2013 equivalent reflects a complete count of all small (2-4 unit) multi-family Residential Units; rather than Residential Billing Accounts, which combined some of the small multi-family accounts for billing purposes.

⁽²⁾ Minimum three-month commitment from date of delivery of cart.

COUNCIL AGENDA

June 28, 2016

TO: The Honorable Mayor and City Council

SUBJECT: Agreement with Southern California Gas Company – Energy Leader Partnership

INTRODUCTION

The Gateway Cities Energy Leader Partnership is an energy efficiency program being administered by the Southern California Edison (SCE) and the Southern California Gas Company (SCG). On October 13, 2015, the City Council approved a resolution authorizing the City to participate in the energy leadership partnership with SCE.

At this time, the City would like to enter into an agreement with the Southern California Gas Company that sets forth the terms and conditions under which the program shall be implemented with respect to the City and SCG.

By entering into the partnership, cities receive various benefits such as incentive monies for direct implementation activities, no cost third party audits at selected facilities, one-on-one technical support through ELPP’s technical assistance consultants, strategic planning support on energy efficiency and sustainability, and educational outreach materials for the community.

STATEMENT OF FACTS

The Program is designed to provide integrated technical and financial assistance to help local governments effectively lead their communities to increase energy efficiency, reduce greenhouse gas emissions, protect air quality and ensure that their communities are more livable and sustainable.

The Program provides performance-based opportunities for the City to demonstrate energy efficiency leadership in its community through energy saving actions, including retrofitting its facilities, as well as providing opportunities for constituents to take action in their own homes and businesses.

STAFF RECOMMENDATION

It is recommended that the City Council:

- Authorize the City to participate in the Gateway Cities Energy Leader Partnership with Southern California Gas Company.
- Approve the agreement with SCG and authorize the Mayor to execute the agreement on behalf of the City, in a form approved by the City Attorney.


Diane Perkin
Director of Administrative Services

Howard L. Chambers 
City Manager

COUNCIL AGENDA

June 21, 2015

TO: The Honorable Mayor and City Council

SUBJECT: Brea/IT Solutions, Informational Technology Services Contract

INTRODUCTION

The city contracts with Brea/IT for information technology (IT) management services to manage and support the city's network servers, desktop and laptop computers, printers, scanners, and an ever changing list of hardware, firmware, software and interfaces. In many cases, these IT resources must operate on a 24/7 basis, and the quality and commitment of the IT Specialists is crucial.

STATEMENT OF FACT

Brea/IT has provided Information Technology services to the city since May 1, 2008. The support Brea/IT provides to the city includes both onsite staff in Lakewood as well as using technical and IT management staff members at its Brea offices. Throughout the city's on-going relationship, Brea/IT has exhibited open communication, consistency, professional ethics and flexibility in all areas of vendor relations. Their on-site staff provides efficient, effective and courteous service, and proactively offers the necessary feedback to ensure any future adjustments are incorporated to the further support of our staff. They have exhibited strong technical knowledge in all areas of information technology, which has allowed the City to successfully implement many various IT products and maintain systems in a cost saving manner. The city benefits greatly from the support of Brea/IT.

Brea/IT has proposed a zero percent increase in their fees for Fiscal Year 2016-2017.

STAFF RECOMMENDATION

It is respectfully recommended that the City Council approve the continuation of the Information Technology Agreement with Brea/IT Solutions.



Diane Perkin
Director of Administrative Services

Howard L. Chambers
City Manager



COUNCIL AGENDA

June 21, 2016

TO: The Honorable Mayor and City Council

SUBJECT: Infosend, Inc. - Printing, Mailing, and Online Bill Pay Services

INTRODUCTION

The City contracts with Infosend, Inc. to provide printing, mailing, and online bill pay services for utility customers.

STATEMENT OF FACT

The City entered into an agreement with Infosend in on September 13, 2011 to provide printing, mailing, postage, and online bill payment processing for water and refuse services. Infosend has exhibited efficient and cost-effective billing services for over 24,000 utility customers. Monthly charges are based on an estimated volume of 18,000 printed bills per month and 3,000 paperless billing customers.

On October 8, 2013, the agreement with Infosend was amended to require that written notification be received by the City by May 1st for any price increase effective the following anniversary date of September 13. The City did not receive a notice of price increase by May 1, 2016 and Infosend has confirmed that there will be no price increase in FY 2016-2017.

The cost of this service is included in the cost of operations of refuse collection and disposal, and water services. The estimated and budgeted cost for Fiscal Year 2016-2017 is \$127,800.

STAFF RECOMMENDATION

It is respectfully recommended that the City Council approve the continuation of the Infosend Printing, Mailing, and Online Bill Pay Services Agreement.



Diane Perkin
Director of Administrative Services

Howard L. Chambers
City Manager



COUNCIL AGENDA

June 28, 2016

TO: The Honorable Mayor and City Council

SUBJECT: Pun Group LLC, Audit Services Contract

INTRODUCTION

The City's Financial Policy includes a requirement that the Audit Committee select an external independent auditor through a competitive process at least every five years. On April 8, 2014 the Council approved a three year contract with The Pun Group LLP to serve as the City's independent auditor for Fiscal Year 2013-2014 through 2015-2016, with an option to extend the term through Fiscal Year 2017-2018.

STATEMENT OF FACTS

The City has utilized the auditing services of Pun Group for the past two fiscal years and the current fiscal year. They have demonstrated a high level of professionalism and expertise. Staff proposes that the contract be extended two additional years with an option to extend the term through Fiscal Year 2018-2019.

All fees proposed are "do-not-exceed":

<u>Service</u>	<u>FY 2016-17</u>	<u>FY 2017-18</u>	<u>FY 2018-19</u>
City Audit and Related Reports	\$ 27,500	\$ 28,050	\$ 28,611
GANN Limit Review report	<i>included</i>	<i>included</i>	<i>included</i>
Single Audit and Related Reports	\$ 4,000	\$ 4,080	\$ 4,162
Lakewood Public Financing Authority	\$ 2,500	\$ 2,550	\$ 2,601
Lakewood Successor Housing Agency	\$ 2,500	\$ 2,550	\$ 2,601
Lakewood Successor Agency	\$ 2,000	\$ 2,040	\$ 2,081
Total All-inclusive Maximum Cost	\$ 38,500	\$ 39,270	\$ 40,056

STAFF RECOMMENDATION

It is recommended that the Council approve Pun Group LLC as the City's independent auditor for fiscal years 2016-2017 through 2017-2018, with an option to extend the term through Fiscal Year 2018-2019.



Diane Perkin
Director of Administrative Services

Howard L. Chambers
City Manager



Item 1.1.f.60 – Amendment to the Agreement with the City Manager
will be available at the meeting

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COUNCIL AGENDA

June 28, 2016

TO: The Honorable Mayor and City Council

SUBJECT: 2015 Urban Water Management Plan Update

INTRODUCTION

The Urban Water Management Planning Act (AB 797) was originally adopted by the legislature in 1983. The Act requires water purveyors with at least 3,000 customers or that produce over 3,000 acre-feet per year to develop and adopt an Urban Water Management Plan (UWMP) every five years.

The Act has been amended several times since the original adoption. The passage of the Water Conservation Bill (SB X7-7) of 2009 added significant amount of required elements to the subsequent Plans. The target goal to reduce water consumption by 20 percent by the year 2020 was added to the discussion regarding the long-range water supply and demand in relationship to changes in land use and urban growth.

STATEMENT OF FACT

On April 26, 2016, the City Council opened the public comment period for the 2015 UWMP Update.

The document has been available for public review and comment via the city website and two Los Angeles County libraries in Lakewood. Notification of the Plan's availability has been made via Lakewood's Public Hearing process, Lakewood Connect eMagazine and notices sent directly to local water agencies. To date, the City has not received any comments regarding the Plan. However, staff has amended the "Actual Water Supply" tables to reflect Lakewood's allocated pumping allocation of 9,432 acre-feet and to not include the city's drought carry-over of an additional 1,428 acre-feet. Even by not including the drought carry-over, the City still has more than enough water supply till 2035 and beyond.

As required by the UWMP Act, staff is requesting that the City Council Adopt the 2015 UWMP Update including the attached slip-sheet revisions. After City Council adoption of the UWMP, the City has 30 days to forward the plan to the State Department of Water Resources for review and approval.

SUMMARY

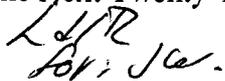
The 2015 Urban Water Management Plan Update serves as a planning device for the City's water system.

FISCAL IMPACT

Without an approved Urban Water Management Plan, the City would not be eligible to receive grant or loan funding through the Department of Water Resources (DWR) or the State Water Resources Control Board (SWRCB).

RECOMMENDATION

Staff recommends that the City Council conduct a Public Hearing and adopt the proposed resolution regarding the Urban Water Management Plan Update Describing the City's Water Supply Plan for the Next Twenty Years.



Jason J. Wen, Ph.D., P.E.
Water Resources Director

Howard L. Chambers
City Manager



Table 6-8 Retail: Water Supplies — Actual

Water Supply	Additional Detail on Water Supply	2015	
<i>Drop down list</i> May use each category multiple times. These are the only water supply categories that will be recognized by the WUEdata online submittal tool		Actual Volume	Water Quality <i>Drop Down List</i>
<i>Add additional rows as needed</i>			
Groundwater		9,432	Drinking Water
Recycled Water		502	Recycled Water
Total		9,934	

Table 6-9 Retail Water Supplies — Projected									
Water Supply	Additional Detail on Water Supply	Projected Water Supply Report To The Extent Practicable							
		2020		2025		2030		2035	
Drop down list May use each category multiple times. These are the only water supply categories that will be recognized by the WISbase online submission tool		Reasonably Available Volume	Total Right or Safe Yield (optional)	Reasonably Available Volume	Total Right or Safe Yield (optional)	Reasonably Available Volume	Total Right or Safe Yield (optional)	Reasonably Available Volume	Total Right or Safe Yield (optional)
<i>Add additional rows as needed</i>									
Groundwater		9,432		9,432		9,432		9,432	
Recycled Water		502		502		502		502	
	Total	9,934	0	9,934	0	9,934	0	9,934	0

Table 7-2 Retail: Normal Year Supply and Demand Comparison

	2020	2025	2030	2035
Supply totals <i>(autofill from Table 6-9)</i>	9,934	9,934	9,934	9,934
Demand totals <i>(autofill from Table 4-3)</i>	7,170	7,303	7,439	7,578
Difference	2,764	2,631	2,495	2,356

Table 7-3 Retail: Single Dry Year Supply and Demand Comparison

	2020	2025	2030	2035
Supply totals	9,934	9,934	9,934	9,934
Demand totals	6,668	6,801	6,937	7,076
Difference	3,266	3,133	2,997	2,858

Table 7-4 Retail: Multiple Dry Years Supply and Demand Comparison

		2020	2025	2030	2035
First year (2% less supply)	Supply totals	9,735	9,735	9,735	9,735
	Demand totals	6,668	6,801	6,937	7,076
	Difference	3,067	2,934	2,798	2,659
Second year (1% less supply)	Supply totals	9,835	9,835	9,835	9,835
	Demand totals	6,668	6,801	6,937	7,076
	Difference	3,167	3,033	2,897	2,759
Third year (5% less supply)	Supply totals	9,437	9,437	9,437	9,437
	Demand totals	6,668	6,801	6,937	7,076
	Difference	2,769	2,636	2,500	2,361

NOTES: First year indicates a 2% less supply total; Second year calculates a 1% less supply; and Third year shows a 5% less supply.

Table 8-4 Retail: Minimum Supply Next Three Years

	2016	2017	2018
Available Water Supply	9,432	9,432	9,432

RESOLUTION NO. 2016-45

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
LAKEWOOD ADOPTING THE CITY OF LAKEWOOD 2015
URBAN WATER MANAGEMENT PLAN UPDATE DESCRIBING
THE CITY'S WATER SUPPLY PLAN FOR THE NEXT TWENTY
YEARS

WHEREAS, the Urban Water Management Planning Act requires all water purveyors serving more than 3,000 customers or supplying more than 3,000 acre-feet of water annually to prepare an Urban Water Management Plan every five years; and

WHEREAS, the primary purpose of the Urban Water Management Plan is to plan for the conservation and efficient use of water supplies; and

WHEREAS, the City is an urban water purveyor serving over 59,000 customers; and

WHEREAS, the 2015 Urban Water Management Plan Update must be adopted before July 1, 2016 after public review and public hearing, and filed with the State of California Department of Water Resources within thirty days of adoption; and

WHEREAS, the 2015 Urban Water Management Plan Update, was reviewed by the Water Resources Committee on April 18, 2016; and

WHEREAS, said Water Resources Committee recommends that said Plan be submitted to public review and approved by the City Council following a public hearing; and

WHEREAS, said Plan has been available for public review beginning April 27, 2016;

NOW, THEREFORE, the City Council of the City of Lakewood does hereby resolve as follows:

SECTION 1. The Urban Water Management Plan is hereby adopted and filed with the City Clerk. The City Council finds that said 2015 Urban Water Management Plan Update, has been submitted to a public review and a public hearing before the City Council.

SECTION 2. The 2015 Urban Water Management Plan Update is hereby approved, and the Mayor is authorized and directed to file the same with the California Department of Water Resources within thirty (30) days.

Resolution No. 2016-45
Page 2

ADOPTED AND APPROVED THIS 28TH DAY OF JUNE, 2016.

Mayor

ATTEST:

City Clerk

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Legislation

ORDINANCE NO. 2016-3

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LAKEWOOD AMENDING SECTION 1205 OF THE LAKEWOOD MUNICIPAL CODE TO TREAT ANIMAL CONTROL RELATED VIOLATIONS AS INFRACTIONS

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

SECTION 1. The following new subsection H is hereby added to Section 1205 of the Lakewood Municipal Code:

“H. Any violation of Chapter 1 of Article IV of this Code.”

SECTION 2. The City Council hereby declares it would have passed this Ordinance sentence by sentence, paragraph by paragraph and section by section, and does hereby declare the provisions of this Ordinance are severable, and if for any reason any section of this Ordinance should be held invalid, such decision shall not affect the validity of the remaining parts of this Ordinance.

SECTION 3. The City Clerk shall certify to the adoption of this Ordinance. The City Council hereby finds and determines there are no newspapers of general circulation both published and circulated within the City and, in compliance with Section 36933 of the Government Code, directs the City Clerk to cause said Ordinance within fifteen (15) days after its passage to be posted in at least three (3) public places within the City as established by Ordinance.

ADOPTED AND APPROVED this ____ day of _____, 2016, by the following roll call vote:

	AYES	NAYS	ABSENT
Council Member Croft	_____	_____	_____
Council Member DuBois	_____	_____	_____
Council Member Rogers	_____	_____	_____
Council Member Wood	_____	_____	_____
Mayor Piazza	_____	_____	_____

Mayor

ATTEST:

City Clerk