



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

**AGENDA OF THE
LAWNDAL CITY COUNCIL REGULAR MEETING
Tuesday, January 16, 2024 - 6:30 p.m.
Lawndale City Hall Council Chamber
14717 Burin Avenue**

Any person who wishes to address the City Council regarding any item listed on this agenda or any other matter that is within its subject matter jurisdiction is invited, but not required, to fill out a [Public Meeting Speaker Card](#) and submit it to the City Clerk prior to the oral communications portion of the meeting. The purpose of the card is to ensure that the speaker's name is correctly recorded in the meeting minutes and, where appropriate, to provide contact information for staff follow-up.

How to observe the Meeting:

To maximize public safety while still maintaining transparency and public access, members of the public can now observe the meeting in person. Members of the public are still be able to view the meeting on [YouTube "Lawndale CityTV"](#), the [City Website](#), or Lawndale Community Cable Television on Spectrum and Frontier Channel 3.

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

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

A. CALL TO ORDER AND ROLL CALL

B. CEREMONIALS (Flag Salute and Inspiration)

C. PUBLIC SAFETY REPORT

- a. Los Angeles County Sheriff's Department Update

D. ORAL COMMUNICATIONS - ITEMS NOT ON THE AGENDA (Public Comments)

E. COMMENTS FROM COUNCIL

F. CONSENT CALENDAR

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

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

Recommendation: that the City Council approve.

2. **Accounts Payable Register**

Recommendation: that the City Council adopt Resolution No. CC-2401-053 authorizing the payment of certain claims and demands in the amount of \$945,369.29.

3. **Minutes of the Lawndale City Council Regular Meeting, December 18, 2023**

Recommendation: that the City Council approve.

4. **LIFE Program Reimbursement Agreement with LA County Metro**

Recommendation: that the City Council 1) approve the five-year agreement between the City of Lawndale and Los Angeles County Metropolitan Transportation Authority to join the LIFE program; and 2) authorize the City Manager to execute the attached five-year agreement.

5. **EZ Transit Pass Usage and Reimbursement Agreement with LA County Metro**

Recommendation: that the City Council 1) approve the year-to-year agreement between the City of Lawndale and Los Angeles County Metropolitan Transportation Authority to join the EZ Transit Pass program; and 2) authorize the City Manager to execute the agreement.

6. **Resolution to Amend and Update Job Description for Director of Community Services**

Recommendation: that the City Council approve and adopt Resolution No. CC-2401-054, amending and updating the job description for the Director of Community Services position.

7. **Los Angeles County West Vector Control District Trustee Appointment**

Recommendation: that 1) The Mayor appoint a trustee to the Los Angeles County West Vector Control District; 2) the City Council confirm the appointment by directing staff to amend Section 1 of Resolution No. 2401-052 by inserting the name of the appointee; and 3) that the City Council adopt the resolution as amended.

G. **ADMINISTRATION**

8. **City Council Ad Hoc Subcommittees and Standing Committees**

Recommendation: that the City Council review the current ad hoc subcommittee and standing committee lists and direct staff on the modification, replacement, or continued appointment of members, if so desired.

9. **Award of Contract Services Agreement to Am-Tec Total Security Inc., for the City of Lawndale Security Improvement Project**

Recommendation: that the City Council 1) Award a contract services agreement in the amount of \$146,063.23 to Am-Tec Total Security Inc., for the City of Lawndale Security Improvement Project; and 2) Approve the contingency amount of \$29,212.65 for the project to avoid delays and facilitate timely project completion.

10. Recommendation to Continue to Use Everbridge as the Citywide Emergency Notification System

Recommendation: that the City Council 1) Approve funding to retain Everbridge Mass Notification Pro as its sole provider for emergency messaging, and communications in the event of a natural or manmade disaster; and 2) Authorize the City Manager to execute the Renewal Quote for One-Year between the City of Lawndale and Everbridge.

H. CITY MANAGER REPORT

I. ITEMS FROM CITY COUNCILMEMBERS

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

J. CLOSED SESSION

12. Conference with Labor Negotiator

The City Council will conduct a closed session, pursuant to Government Code section 54957.6, with the City Manager, the City Attorney, and the City's negotiators, regarding labor negotiations with Local 1895, Council 36, American Federation of State, County and Municipal Employees, AFL-CIO, representing the City's mid-management and classified employees.

K. ADJOURNMENT

The next regularly scheduled meeting of the City Council will be held at 6:30 p.m. on **Monday, February 5, 2024**, in the Lawndale City Hall Council Chamber, 14717 Burin Avenue, Lawndale, California.

It is the intention of the City of Lawndale to comply with the Americans with Disabilities Act (ADA) in all respects. If, as an attendee or a participant at this meeting, you need special assistance beyond what is normally provided, we will attempt to accommodate you in every reasonable manner. Please contact the City Clerk Department (310) 973-3213 prior to the meeting to inform us of your particular needs and to determine if accommodation is feasible. Please advise us at that time if you will need accommodation to attend or participate in meetings on a regular basis.

I hereby certify under penalty of perjury under the laws of the State of California that the Agenda for the regular meeting of the City Council to be held on January 16, 2024, was posted not less than 72 hours prior to the meeting.

/s/ Yvette Hall
Yvette Hall, Assistant City Clerk



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

DATE: January 16, 2024
TO: Honorable Mayor and City Council
FROM: Yvette Hall, Assistant City Clerk 
SUBJECT: Motion Pertaining to the Reading of Ordinances

BACKGROUND

California Government Code reads, in part, as follows:

"Except when, after reading the title, further reading is waived by regular motion adopted by majority vote, all ordinances shall be read in full either at the time of introduction or passage."

RECOMMENDATION

Staff recommends that the City Council read by title only and waive further reading of all ordinances listed on the agenda.

RESOLUTION NO. CC-2401-053

**A RESOLUTION OF THE CITY COUNCIL
OF THE CITY OF LAWDALE, CALIFORNIA
AUTHORIZING CERTAIN CLAIMS AND DEMANDS
IN THE SUM OF \$945,369.29**

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

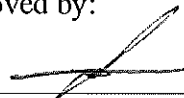
SECTION 1. That in accordance with Sections 37202 and 37209 of the Government Code, the Director of Finance, as certified below, hereby attests to the accuracy of these demands and to the availability of funds for the payment thereof.

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

SECTION 3. That the claims and demands paid by check numbers 205260 through 205355 for the aggregate total of \$945,369.29 are hereby authorized.

Effective Date: January 16th, 2024

Approved by:



Hrant Manuelian, Director of Finance

Gregory M. Murphy, City Attorney

PASSED, APPROVED AND ADOPTED this 16th day of January 2024.

Robert Pullen-Miles, Mayor

ATTEST:

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

I, Erica Harbison, City Clerk of the City of Lawndale, California, do hereby certify that the City Council of the City of Lawndale duly approved and adopted the foregoing Resolution No. CC-2401-053 at a regular meeting of said Council held on the 16th day of January 2024, by the following roll call vote:

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

Erica Harbison, City Clerk

City of Lawndale
Summary of Audited Claims and Demands

Claims and Demands Paid By Check:

Check Date	Beginning	Check Number	Ending	Aggregate Total
12/14/2023	205260		205282	272,493.52
12/21/2023	205283		205322	138,511.44
12/28/2023	205323		205335	25,285.66
1/4/2024	205336		205355	509,078.67
Total Checks				945,369.29

Check# 205344 is a reissuance of previously approved check# 205060.

Claims and Demands Paid By Electronic ACH Transfer:

Date	Name of Payee	Description	Amount
Total ACH Payments			0.00
Total Audited Claims and Demands Paid			945,369.29

Check Register Report

City of Lawndale

BANK: WELLS FARGO BANK N.A

Date: 12/20/2023
 Time: 4:50 pm
 Page: 1

Check Number	Check Date	Status	Void/Stop Date	Vendor Number	Vendor Name	Check Description	Amount
WELLS FARGO BANK N.A Checks							
205260	12/14/2023	Printed		8192	310 KREATIONS	EMERGENCY LIGHTS &	8,946.80
205261	12/14/2023	Reconciled		7470	ARAMARK REFRESHMENT SVCS LLC	COFFEE/TEA - NOV. 2023	256.97
205262	12/14/2023	Printed		8209	ATHANS ICE HOUSE	ANGEL TREE LIGHTING 2023	8,263.75
205263	12/14/2023	Reconciled		0237	ISIS CARTAGENA	PLAN CHECK FEE REFUND	213.60
205264	12/14/2023	Reconciled		6459	CASC ENGINEERING & CONSULTING	NPDES PERMIT COMPLIANCE SVCS -	13,320.00
205265	12/14/2023	Reconciled		7949	CHAPALA DANCE ACADEMY LLC	INSTRUCTOR FEES - MEXICAN FOLK	3,495.00
205266	12/14/2023	Reconciled		0219	COUNTY OF LA DEPT OF PUBLIC WK	BUILDING INSPECTION SERVICES -	38,878.69
205267	12/14/2023	Reconciled		7438	DEPARTMENT OF PUBLIC HEALTH	BBACKFLOW PREVENTION TEST FOR	37.00
205268	12/14/2023	Reconciled		7940	MARIPOSA LANDSCAPES, INC	WEED ABATEMENT & WEED SPRAYING	5,000.00
205269	12/14/2023	Printed		8191	MOON VALLEY NURSERY	REMOVE & REPLACE PALM TREES	106,094.87
205270	12/14/2023	Reconciled		7047	PRECISION AUTO CARE, INC	OIL CHANGE VEH# 520	114.42
205271	12/14/2023	Printed		1071	SHOETERIA INC.	WORK BOOTS FOR PWD CREW	537.28
205272	12/14/2023	Printed		0439	SOUTHERN CALIFORNIA EDISON CO.	UTILITIES ELECTRICITY	19,680.50
205273	12/14/2023	Printed		0440	SOUTHERN CALIFORNIA GAS CO.	UTILITY GAS CHARGES	1,098.09
205274	12/14/2023	Reconciled		8177	SOUTHWEST PATROL, INC.	ARMED SECURITY SERVICES	4,050.00
205275	12/14/2023	Reconciled		8141	TRANSPORTATION CONCEPTS	LAWNDAL BEAT FIXED ROUTE -	49,379.21
205276	12/14/2023	Printed		3672-CCK	U.S. BANK CORPORATE PAYMENT	CREDIT CARD PAYMENT	2,305.04
205277	12/14/2023	Printed		3672-CSD	U.S. BANK	CREDIT CARD PAYMENT	4,439.37
205278	12/14/2023	Reconciled		7768	UNITED SITE SERVICES	PORTABLE RESTROOM RENTAL	103.28
205279	12/14/2023	Printed		4526	URBAN RESTORATION GROUP	GRAFFITI REMOVAL SUPPLIES	642.21
205280	12/14/2023	Printed		3373	VERIZON WIRELESS	DESK & CELL PHONE SERVICE	3,733.08
205281	12/14/2023	Printed		3373	VERIZON WIRELESS	M2M ACCOUNT SHARE DATA LINE	25.02
205282	12/14/2023	Reconciled		0480	VISTA PAINT	GRAFFITI SUPPLIES	1,879.34

Total Checks: 23

Checks Total (excluding void checks): 272,493.52

Total Payments: 23

Bank Total (excluding void checks): 272,493.52

Total Payments: 23

Grand Total (excluding void checks): 272,493.52

Check Register Report

City of Lawndale

BANK: WELLS FARGO BANK N.A

Date: 12/20/2023

Time: 4:41 pm

Page: 1

Check Number	Check Date	Status	Void/Stop Date	Vendor Number	Vendor Name	Check Description	Amount
WELLS FARGO BANK N.A Checks							
205283	12/21/2023	Printed		7660	ARAMSCO INC	CUSTODIAL SUPPLIES	932.47
205284	12/21/2023	Printed		8243	MARIA ARIAS	CONS & DEMO DEPOSIT REFUND	180.00
205285	12/21/2023	Printed		0372C	AT & T - CALNET3	PHONE CHARGES	1,392.69
205286	12/21/2023	Printed		0615	CLEANSTREET, LLC	CITY-WIDE STREET SWEEPING	18,243.50
205287	12/21/2023	Printed		0190	COLONIAL LIFE & ACCIDENTS, INC	DEC. 2023-INS PRE-TAX/POST TAX	2,530.92
205288	12/21/2023	Printed		0216	DELTA DENTAL	DEC. 2023 DENTAL PREMIUM	1,944.72
205289	12/21/2023	Printed		0389	DELTA DENTAL INS	DEC. 2023 DENTAL PREMIUM	235.02
205290	12/21/2023	Printed		7809	DUNCAN'S SOO BAHK DO LLC	INSTRUCTOR FEES - MARTIAL ART	2,253.00
205291	12/21/2023	Printed		0441	GOLDEN STATE WATER CO.	WATER USAGE SERVICES	15,072.74
205292	12/21/2023	Printed		8242	NATALIE HAGLER	PLANNING DEPOSIT REFUND	1,259.14
205293	12/21/2023	Printed		8150	HEALTH AND HUMAN RESOURCE	DEC. 2023 EMPLOYEE ASSIST	71.28
205294	12/21/2023	Printed		8051	INFANTE BROS LAWNMOWER SHOP	WATER BUFFALO PARTS, SERVICE &	201.51
205295	12/21/2023	Printed		8107	JOANNE LOEZA	PRSSC MEETING STIPEND	50.00
205296	12/21/2023	Printed		7940	MARIPOSA LANDSCAPES, INC	LANDSCAPE MAINTENANCE SERVICES	34,757.37
205297	12/21/2023	Printed		6134	JOHN MARTINEZ	PLANNING COMMISSION STIPEND	50.00
205298	12/21/2023	Printed		8106	KENNETH MILLER	PRSSC MEETING STIPEND	50.00
205299	12/21/2023	Printed		7890	ODP BUSINESS SOLUTIONS LLC	OFFICE SUPPLIES	347.84
205300	12/21/2023	Printed		1140	PACIFIC TIRE SERVICE	2 NEW TIRES - VEH#504	400.00
205301	12/21/2023	Printed		5216	POWERSTRIDE BATTERY	NEW BATTERY FOR MSD SECURY	202.54
205302	12/21/2023	Printed		7764	NI KAL S. PRICE	PLANNING COMMISSION STIPEND	50.00
205303	12/21/2023	Printed		5068A	QUADIENT FINANCE USA INC	CITY HALL POSTAGE - NOV. 2023	561.93
205304	12/21/2023	Printed		5068	QUADIENT LEASING USA, INC	MAIL MACHINE LEASING SERVICES	712.16
205305	12/21/2023	Printed		8098	REECE PLUMBING	TOILET PARTS FOR MSD RESTROOM	165.80
205306	12/21/2023	Printed		5895	RICOH USA INC	USAGE CHARGES FOR COPIERS-	1,182.52
205307	12/21/2023	Printed		7575	ROGERS, ANDERSON, MALODY &	SUCCESSOR AGENCY AUDIT	8,350.00
205308	12/21/2023	Printed		0440	SOUTHERN CALIFORNIA GAS CO.	UTILITY GAS CHARGES	222.11
205309	12/21/2023	Printed		0211	SOUTHERN CALIFORNIA NEWS GROUP	LEGAL ADS - CITY COUNCIL	126.33
205310	12/21/2023	Printed		8177	SOUTHWEST PATROL, INC.	ARMED SECURITY SERVICES	4,450.00
205311	12/21/2023	Printed		0346	SPARKLETTS	BOTTLE WATER SERVICE-	856.83
205312	12/21/2023	Printed		0444	SPCA LA	ANIMAL SHELTERING SERVICES -	9,720.00
205313	12/21/2023	Printed		7464	SWRCB	ANNUAL SANITARY SYSTEMS FEE	21,412.00
205314	12/21/2023	Printed		2002	THE STANDARD, UNIT 22	LIFE,AD&D,LTD INSURANCE PREM -	1,615.23
205315	12/21/2023	Printed		3672-ASD	U.S. BANK	CREDIT CARD PAYMENT	976.32
205316	12/21/2023	Printed		3672-CMD	U.S. BANK	CREDIT CARD PAYMENT	820.57
205317	12/21/2023	Printed		3672-MSD	U.S. BANK	CREDIT CARD PAYMENT	3,658.28
205318	12/21/2023	Printed		3672-PWD	U.S. BANK	CREDIT CARD PAYMENT	2,492.09
205319	12/21/2023	Printed		6112	DANIEL URRUTIA	PLANNING COMMISSION STIPEND	50.00
205320	12/21/2023	Printed		0479	VISION SERVICE PLAN	VISION PREMIUM DEC. 2023	1,033.24
205321	12/21/2023	Printed		0480	VISTA PAINT	GRAFFITI SUPPLIES	31.29
205322	12/21/2023	Printed		6697	DANIEL T WOODS	PRSSC MEETING STIPEND	50.00
Total Checks: 40							138,511.44
						Checks Total (excluding void checks):	138,511.44

Check Register Report

Date: 12/20/2023
Time: 4:41 pm
Page: 2

City of Lawndale

BANK: WELLS FARGO BANK N.A

Check Number	Check Date	Status	Void/Stop Date	Vendor Number	Vendor Name	Check Description	Amount
Total Payments: 40						Bank Total (excluding void checks):	138,511.44
Total Payments: 40						Grand Total (excluding void checks):	138,511.44

Check Register Report

City of Lawndale

BANK: WELLS FARGO BANK N.A

Date: 12/27/2023
Time: 4:21 pm
Page: 1

Check Number	Check Date	Status	Void/Stop Date	Vendor Number	Vendor Name	Check Description	Amount
WELLS FARGO BANK N.A Checks							
205323	12/28/2023	Printed		6369	AM-TEC TOTAL SECURITY INC.	CREDIT FOR LABOR FEE ON	232.57
205324	12/28/2023	Printed		8245	MICAH COHLER	MILEAGE REIMB.- TOOK CO-WORKER	34.98
205325	12/28/2023	Printed		0218	DEPARTMENT OF JUSTICE	FINGERPRINTING APPS(2)-NOV-23	64.00
205326	12/28/2023	Printed		8176	ELYSIAN ARTS AND EVENTS, LLC	INSTRUCTOR FEES- DANCE CLASSES	2,586.50
205327	12/28/2023	Printed		7786	THINH DUC HOANG	PLANNING DEPOSIT REFUND	1,086.50
205328	12/28/2023	Printed		7958	JUST DANCE COMPANY, LLC	INSTRUCTOR FEES- GYMNASTICS	1,117.78
205329	12/28/2023	Printed		2773	L. A. CNTY DEPT PUBLIC WORKS	TRAFFIC SIGNAL ACCIDENT REPAIR	15,283.54
205330	12/28/2023	Printed		1826	LUCKY'S GLASS, INC.	REPLACED OFFICE WINDOW @ MSD	725.00
205331	12/28/2023	Printed		7227	OCCUPATIONAL HEALTH CENTERS	PREEMPLOY PHYSICAL/DRUG SCREEN	53.00
205332	12/28/2023	Printed		8235	MAYRA PERALTA	CONS & DEMO DEPOSIT REFUND	90.00
205333	12/28/2023	Printed		3672-FLEET	U.S. BANK VOYAGER FLEET SYS	FLEET SERVICES-FUEL	3,311.79
205334	12/28/2023	Printed		4662	CLARENCE A. ULRICH	ENTERTAINER FOR SR. LUNCH -	350.00
205335	12/28/2023	Printed		7147	WEST COAST FIRE PROTECTION	SEMI-ANNUAL INSPECTION - CSD	350.00

Total Checks: 13

Checks Total (excluding void checks): 25,285.66

Total Payments: 13

Bank Total (excluding void checks): 25,285.66

Total Payments: 13

Grand Total (excluding void checks): 25,285.66

Check Register Report

City of Lawndale

BANK: WELLS FARGO BANK N.A

Date: 01/04/2024
 Time: 11:13 am
 Page: 1

Check Number	Check Date	Status	Void/Stop Date	Vendor Number	Vendor Name	Check Description	Amount
WELLS FARGO BANK N.A Checks							
205336	01/04/2024	Printed		7052	AMALEA JOY FISHER, LLC	INSTRUCTOR FEES - SENIOR	1,391.25
205337	01/04/2024	Printed		7785	BERICOM DESIGN	NETWORK MAINTENANCE & SUPPORT	13,119.75
205338	01/04/2024	Printed		7889	CHARTER COMMUNICATIONS	INTERNET SERVICES	1,837.22
205339	01/04/2024	Printed		7934	COMPUTERSHARE CORPORATE TRUST	ACCOUNT#LAWNDALE09TA	457,433.80
205340	01/04/2024	Printed		8210	DATA CENTER WAREHOUSE LLC	MONITOR PRIVACY SCREEN - ASD	115.99
205341	01/04/2024	Printed		6636	FRONTIER COMMUNICATIONS	FAX LINE & INTERNET FOR PWD	291.42
205342	01/04/2024	Printed		0283	HINDERLITER, DE LLAMAS & ASSOC	CONTRACT/AUDIT SVCS SALES TAX	1,340.79
205343	01/04/2024	Printed		8247	LUIS JIMENEZ	CONS & DEMO DEPOSIT REFUND	450.00
205344	01/04/2024	Printed		6134	JOHN MARTINEZ	PLANNING COMMISSION STIPEND	50.00
205345	01/04/2024	Printed		6815	OOH LA-LA FACE PAINTING	FACE PAINTERS& BALLOON TWISTER	1,195.00
205346	01/04/2024	Printed		5895	RICOH USA INC	LEASE CHARGES FOR COPIERS -	1,756.86
205347	01/04/2024	Printed		0211	SOUTHERN CALIFORNIA NEWS GROUP	LEGAL ADS - CASE 23-20	1,772.47
205348	01/04/2024	Printed		8249	NGOC TRAN	PARTIAL PLAN CHECK REFUND	213.60
205349	01/04/2024	Printed		8121	TRAVEL SERVERS INC.	TRAVEL CLUB - DEPOSIT -	250.00
205350	01/04/2024	Printed		8248	THULIEN TRINH	CONS & DEMO DEPOSIT REFUND	210.00
205351	01/04/2024	Printed		8120	TUCKER TOURS, LLC	TRAVEL CLUB - REGAN LIBRARY -	5,760.00
205352	01/04/2024	Printed		6790	U.S. BANK-GLOBAL CORPORATE	LOAN # 02-029 A/C # 207877000	14,365.57
205353	01/04/2024	Printed		6790	U.S. BANK-GLOBAL CORPORATE	LOAN # 04-090 A/C # 207877000	5,167.92
205354	01/04/2024	Printed		3672-FIN	U.S. BANK	CREDIT CARD PAYMENT	2,297.08
205355	01/04/2024	Printed		0480	VISTA PAINT	PUTTY KNIFE	59.95

Total Checks: 20

Checks Total (excluding void checks): 509,078.67

Total Payments: 20

Bank Total (excluding void checks): 509,078.67

Total Payments: 20

Grand Total (excluding void checks): 509,078.67

**DRAFT MINUTES
LAWNDALDE CITY COUNCIL REGULAR MEETING
December 18, 2023**

A. CALL TO ORDER AND ROLL CALL

Mayor Pullen-Miles called the meeting to order at 6:34 p.m. in the City Hall Council Chamber, 14717 Burin Avenue, Lawndale, California.

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

Other Participants: City Manager Sean M. Moore, City Attorney Gregory M. Murphy, City Clerk Erica Harbison, Assistant City Clerk Yvette Hall, Deputy City Manager/Director of Human Resources Raylette Felton, Los Angeles County Sheriff's Department Captain Nicole Palomino, Municipal Services Director Michael Reyes, Finance Director Hrant Manuelian, Community Development Manager Jared Chavez, Public Works Director Lea Reis, Mike Estes, Community Services Director.

B. CEREMONIALS

Councilmember Suarez led the flag salute and Pastor Dwight Dudley of Calvary Chapel South Bay provided the inspiration.

C. PUBLIC SAFETY REPORT

a. Los Angeles County Sheriff's Department Update

Captain Palomino summarized the recent law enforcement activities.

The City Council thanked the Los Angeles County Sheriff's Department (LASD) for sponsoring a toy drive.

D. ORAL COMMUNICATIONS - ITEMS NOT ON THE AGENDA (Public Comments)

Ray Hollar, Resident, commented on the Metro C Line/ Green Line Community Walk, Metro's C Line (Green) Extension Project and the City's privacy policy on the website.

Holly Osborne, Redondo Beach Resident, commented on the Metro C Line/ Green Line Community Walk, past flooding issues in the city, right-of-way (ROW) measurement calculations, and pipelines on the ROW.

Randall Abram, Resident, spoke about the 2023 fireworks financial reports submitted by the organizations that sell fireworks and the expenditures they made.

E. COMMENTS FROM COUNCIL

Councilmember Hofmann Gorman thanked everyone for attending tonight's meeting, commented on the City's website being up to date, Metro C Line/ Green Line Community Walk, photos of past flooding, and requested that staff review the 2023 fireworks financial reports.

Finance Director Manuelian responded that staff will review the 2023 fireworks financial reports.

Councilmember Kearney thanked everyone that spoke at the meeting tonight.

Councilmember Suarez thanked everyone for attending the meeting tonight and thanked staff for processing the permit for the Metro C Line/ Green Line Community Walk.

Mayor Pro Tem Cuevas thanked everyone that attended tonight's meeting.

Mayor Pullen-Miles thanked everyone that attended tonight's meeting and requested that the fireworks financial reports be reviewed closely.

F. CONSENT CALENDAR

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

Recommendation: that the City Council approve.

2. Accounts Payable Register

Recommendation: that the City Council adopt Resolution No. CC-2312-051 authorizing the payment of certain claims and demands in the amount of \$684,423.66.

3. Minutes of the Lawndale City Council Regular Meeting, December 4, 2023

Recommendation: that the City Council approve.

REDEVELOPMENT SUCCESSOR AGENCY

4. Consideration of the Recognized Obligation Payment Schedule (ROPS) 2024-25 and the Administrative Budget for Fiscal Year 2024-25

Recommendation: that the Successor Agency 1) Approve and direct staff to submit to the Los Angeles County Oversight Board and California Department of Finance (DOF) the ROPS 24-25 and Administrative Budget FY 2024-25; and 2) Authorize staff to make any changes requested by the DOF.

5. Minutes of the Redevelopment Successor Agency Meeting – June 5, 2023

Recommendation: that the Board approve.

A motion was made by Mayor Pro Tem Cuevas and seconded by Councilmember Kearney to approve the Consent Calendar items F.1. through F.3. and the Redevelopment Successor Agency items F.4. through F.5. The motion passed by a vote of 5-0.

G. PUBLIC HEARINGS

6. Case No. 23-19, Consideration and Adoption of a Comprehensive Update to the City's General Plan (2045) and Adoption of an Associated Environmental Impact Report (EIR)

Recommendation: that the City Council A.) Hold a public hearing; B.) Approve Resolution No. CC-2312-049 Approving and Certifying the Final Environmental Impact Report; and C.) Adopt Resolution No. CC-2312-048 Approving the General Plan 2045 comprehensive update.

Community Development Manager Chavez presented the staff report and announced that the public hearing was continued from the December 4, 2023, City Council meeting.

Mayor Pullen-Miles opened the public hearing at 6:58 p.m.

There was no one from the public wishing to speak.

Mayor Pullen-Miles closed the public hearing at 6:58 p.m.

The City Council thanked staff for the updates on the City's General Plan and associated Environmental Impact Report.

A motion was made by Mayor Pro Tem Cuevas and seconded by Councilmember Kearney to approve Resolution No. CC-2312-049, approving and certifying the Final Environmental Impact Report; and adopt Resolution No. CC-2312-048, approving the General Plan 2045 comprehensive update. The motion passed by a vote of 5-0.

7. Selection of Projects for the Fiscal Year 2024-25 (50th) Program Year of the Community Development Block Grant Program (CDBG)

Recommendation: that the City Council 1.) Conduct a public hearing; 2.) Adopt the FY 2024-25 budget for the CDBG program; and 3.) Adopt Resolution No. CC-2312-047, Approving the City's participation in the FY 2024-25 CDBG Program.

Community Development Manager Chavez presented the staff report and made a correction to the streets listed in the staff report. She indicated that the report should state 171st Street, from Hawthorne Boulevard to Grevillea Avenue, instead of 171st street from Larch Avenue to Freeman Avenue.

Mayor Pullen-Miles opened the public hearing at 7:02 p.m.

There was no one from the public wishing to speak.

Mayor Pullen-Miles closed the public hearing at 7:02 p.m.

Councilmember Suarez noted that the City has used this funding in the past to maintain its streets.

Mayor Pro Tem Cuevas asked how staff determines which streets to fix and the last time they were repaired.

Public Works Director Reis responded that a pavement management report that indicates the streets Pavement Condition Index (PCI) was used to determine which streets require work.

Mayor Pullen-Miles inquired about the funding percentage that is allocated to the senior meal program and if the funding can be used toward the Senior Travel Club.

Community Development Manager Chavez responded that 15 percent of the \$268,000 allocation is used toward the senior meal program.

City Manager Moore commented that the funding cannot be used for the Senior Travel Club per CDBG regulations.

Mayor Pro Tem Cuevas asked how the 15 percent allocation to the senior meal program is determined.

Community Development Manager Chavez responded that the Los Angeles County Development Authority determines the percentage allowed for senior meals.

A motion was made by Councilmember Kearney and seconded by Councilmember Hofmann Gorman to accept the modifications to the street list to read 171st Street, from Hawthorne Boulevard to Grevillea Avenue; adopt the FY 2024-25 budget for the CDBG program; and adopt Resolution No. CC-2312-047 approving the City's participation in the FY 2024-25 CDBG Program. The motion passed by a vote of 5-0.

H. ADMINISTRATION

8. Update on Contract with Motorola Solutions, Inc./Vigilant Solutions to be the exclusive provider of Automatic License Plate Recognition cameras for the City of Lawndale

Recommendation: that the City Council choose one of the following options: Option 1) Receive and file this staff report; or Option 2) Provide further direction to staff on this matter.

Mayor Pullen-Miles opened the public comments segment.

Ray Hollar, Resident, commented on the Los Angeles County Sheriff's Department's (LASD) privacy policy for the Automatic License Plate Recognition (ALPR) program.

Deena Sopko, Resident, commented on the LASD ALPR privacy policy and public safety employee's access to ALPR data.

Randall Abram, Resident, asked what the implementation timeframe is, if monthly reports will be provided on the ALPR system and commented on the retention policy.

Mayor Pullen-Miles closed the public comments segment.

Councilmember Hofmann Gorman asked LASD to provide clarification on the ALPR program.

LASD Sergeant Chi and Deputy Paul explained that any public safety civilian staff who has access to ALPR data must have security clearance. He stated that LASD conducts periodic data access audits and explained the five-year retention period.

Councilmember Suarez asked how other agencies will access the data.

Sergeant Chi responded that agencies would have direct access to the database and that the retention period is five years. He stated that any agency that the data is shared with has to sign a memorandum of understanding. Sergeant Chi indicated that data is not shared with out-of-state or federal agencies.

Mayor Pro Tem Cuevas asked if a report can be generated to provide information on how much the data has been accessed.

Deputy Paul responded that a report can be generated to provide general statistics on data access.

Discussion ensued among the City Council and LASD about data access, ALPR investigations, and stolen license plates.

Councilmember Hofmann Gorman asked if a report can be provided regularly.

Municipal Services Director Reyes responded that a report on ALPR usage will be provided regularly, provided additional information on the retention period, and explained the privacy protocols.

Mayor Pullen-Miles asked if spot checking license plates is allowed.

Sergeant Chi responded that there must be a valid reason to view the data.

Councilmember Suarez asked what the timeframe is to implement the ALPR program and requested that residents be notified when the ALPRs are installed.

Municipal Services Director Reyes responded that he would contact the provider to determine a start date and provide it to the City Manager.

A motion was made by Councilmember Kearney and seconded by Councilmember Hofmann Gorman to approve a contract with Motorola Solutions, Inc./Vigilant Solutions. The motion passed by a vote of 5-0.

9. Federal Grant Agreement for Youth Development Center Project

Recommendation: that the City Council 1.) Approve the attached FY 2023 Community Project Funding Grant Agreement NO. B-23-CPCA-0257 and authorize the City Manager to sign the funding agreement between the City of Lawndale and United States Department of Housing and Urban Development; or 2.) Provide further direction.

Community Services Director Estes presented the staff report.

Mayor Pro Tem Cuevas asked for the timeline of when demolition will occur.

Community Services Director Estes explained that the project will break ground in the Summer of 2024.

Councilmember Hofmann Gorman asked where the Municipal Services Staff and Cable Staff will be moved to when the demolition begins.

Community Services Director Estes responded that options are being discussed with the City Manager.

Councilmember Kearney inquired about the completion date.

City Manager Moore explained that the timeline for completion is an estimate.

Mayor Pullen-Miles suggested obtaining letters of support from State and local legislators when applying for future federal grants.

A motion was made by Mayor Pro Tem Cuevas and seconded by Councilmember Kearney to approve the attached FY 2023 Community Project Funding Grant Agreement NO. B-23-CPCA-0257 and authorize the City Manager to sign the funding agreement between the City of Lawndale and United States Department of Housing and Urban Development. The motion passed by a vote of 5-0.

10. Recreation Facility Security Camera Project, Additional Funding Request

Recommendation: that the City Council approve the use of American Rescue Plan Act (ARPA) funding in the amount of \$3,433.00 to be paid to Blue Violet Networks for: 1) two DVR cabinets and related electrical work at Hopper and Rudolph Parks and; 2) mounting of one existing DVR at Hogan Park and necessary electrical work to complete the State grant-funded Recreation Facility Security Camera Replacement Project.

Community Services Director Estes presented the staff report.

A motion was made by Councilmember Kearney and seconded by Mayor Pro Tem Cuevas to approve the use of American Rescue Plan Act (ARPA) funding in the amount of \$3,433.00 to be paid to Blue Violet Networks for two DVR cabinets and related electrical work at Hopper and Rudolph Parks and mounting of one existing DVR at Hogan Park, and necessary electrical work to complete the State grant-funded Recreation Facility Security Camera Replacement Project. The motion passed by a vote of 5-0.

11. Approve Street Sweeping Services Agreement

Recommendation: that the City Council approve agreement with CleanStreet for citywide street sweeping services for the period of January 1, 2024 through December 31, 2025 at an annual rate of \$327,728 plus four hours of special sweeping services for the annual parade (two hours per year) at \$163.65 per hour for a total not-to-exceed \$656,111 for the two-year term of the agreement.

Public Works Director Reis presented the staff report.

A motion was made by Councilmember Kearney and seconded by Councilmember Hofmann Gorman to approve agreement with CleanStreet for citywide street sweeping services for the period of January 1, 2024 through December 31, 2025 at an annual rate of \$327,728 plus four hours of special sweeping services for the annual parade (two hours per year) at \$163.65 per hour for a total not-to-exceed \$656,111 for the two-year term of the agreement. The motion passed by a vote of 5-0.

12. Professional Service Agreement Extension with De Novo Planning Group

Recommendation: that the City Council approve to extend the professional service agreement with De Novo for the General Plan and Hawthorne Boulevard Specific Plan (HBSP) Update.

Community Development Manager Chavez presented the staff report.

A motion was made by Councilmember Suarez and seconded by Councilmember Kearney to approve extending the professional service agreement with De Novo Planning Group for the General Plan and Hawthorne Boulevard Specific Plan (HBSP) Update. The motion passed by a vote of 5-0.

13. Annual Reorganization of the City Council

Recommendation: that the City Council appoint one of its members to serve as Mayor Pro Tem for a term beginning on January 1, 2024, and ending on December 31, 2024.

A motion was made by Mayor Pro Tem Cuevas and seconded by Councilmember Kearney to appoint Councilmember Suarez to serve as Mayor Pro Tem for a term beginning on January 1, 2024, and ending on December 31, 2024. The motion passed by a vote of 5-0.

I. CITY MANAGER REPORT

City Manager Moore had no items to report.

J. ITEMS FROM CITY COUNCILMEMBERS

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

Councilmember Hofmann Gorman attended the City of Lawndale's 2023 Employee Recognition & Annual Holiday event, Coffee With A Cop, Santa's Sleigh events, thanked staff for coordinating the events and thanked the South Bay 25 Club for sponsoring the Santa's Sleigh events.

Councilmember Hofmann Gorman asked to speak as a resident about the Metro C Line/ Green Line Community Walk held by Los Angeles County Supervisor Holly Mitchell.

City Attorney Murphy explained that Councilmember Hofmann Gorman will be given three minutes to comment as a resident on the Metro C Line Project.

Rhonda Hofmann Gorman, Resident, commented that she was disappointed with how the Metro C Line/ Green Community Walk was presented to the community and that Metro staff in attendance were not able to answer questions.

Councilmember Kearney attended Senator Bradford's Toy Giveaway, Senior Lunch Holiday Party, Santa's Sleigh events, Coffee with a Cop, Contract Cities Liability Trust Fund Oversight Committee meeting, Metro C Line/ Green Line Community Walk, LASD and City Council Toy Giveaway, South Bay Chamber of Commerce Annual Installation of Officers event and wished everyone happy holidays.

Councilmember Suarez attended the City of Lawndale's 2023 Employee Recognition & Annual Holiday event, South Bay Chamber of Commerce Annual Installation of Officers event, South Bay Cities Council of Governments (SBCCOG) South Bay Energy and Climate Recognition Program where the City received a bronze award. She commented on heat reducing slurry seal that the City should consider using. Councilmember Suarez attended a SBCCOG Steering Committee and Board of Director's meeting and wished everyone happy holidays.

Mayor Pro Tem Cuevas attended the City of Lawndale's 2023 Employee Recognition & Annual Holiday event and thanked staff for a great event. Mayor Pro Tem Cuevas attended Santa's Sleigh Council Night, League of California Cities All Cities Holiday Reception, Metro C Line/ Green Line Community Walk, thanked everyone for their support during her year of serving as Mayor Pro Tem and wished everyone happy holidays.

Mayor Pullen-Miles thanked Mayor Pro Tem Cuevas for serving as Mayor Pro Tem. He attended the Metro C Line/ Green Line Community Walk, Senior Lunch Holiday Party, Jingle Jokes and Jams Foster Youth Benefit Program, Coffee With A Cop, LASD and City Council Toy Giveaway, City of Lawndale's 2023 Employee Recognition & Annual Holiday event, League of California Cities All Cities Holiday Reception and asked City Manager Moore if staff can look into installing noise reducing signals at rail crossings.

City Manager Moore responded that staff will look into installing noise reducing signals and report back.

K. CLOSED SESSION

15. Conference with Legal Counsel – Anticipated Litigation

The City Council will conduct a closed session, pursuant to Government Code section 54956.9(d)(2), because there is significant exposure to litigation in one (1) case. Facts unknown to the potential plaintiff.

City Attorney Murphy read the aforementioned Closed Session matter by title only.

The City Council convened into closed session at 8:17 p.m.

The City Council reconvened from closed session at 8:39 p.m.

City Attorney Murphy announced that there was no reportable action taken.

L. ADJOURNMENT

There being no further business to conduct, Mayor Pullen-Miles adjourned the meeting at 8:42 p.m.

Robert Pullen-Miles, Mayor

ATTEST:

Erica Harbison, City Clerk

Approved: 01/16/2024



CITY OF LAWDALE

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

January 16, 2024

TO: Honorable Mayor and City Council
FROM: Sean M. Moore, City Manager
PREPARED BY: Mike Estes, Director of Community Services
SUBJECT: LIFE Program Reimbursement Agreement with LA County Metro

BACKGROUND

The Lawndale Beat Fixed-route Transportation Service (LBFT) returned to service on May 15, 2023 after a three year hiatus due to the international health crisis. Transportation Concepts, Inc. was selected as the Contractor after a very competitive Request for Proposal (RFP) recruitment process.

STAFF REVIEW

Since LBFT has returned to service the ridership numbers have been steady, but overall lower than expected. The return of LBFT allowed the City to upgrade its system of fare collection and to expand the field of passengers that can ride LBFT using their TAP Smart Cards.

The various programs offered by Metro, which conveniently link to TAP Smart Cards, are in place to increase ridership on a County-wide and local level and return nominal amounts of Proposition A (Prop A) eligible revenue to the City.

The City's intention is to enter into an agreement with LA County Metro and join the LIFE (Low Income Fare is Easy) program as a means to provide affordable transportation for low income residents of Los Angeles County, increase ridership and obtain reimbursable Prop A eligible revenue.

For example, if a Los Angeles County resident enrolls in the LIFE program through Metro and purchases one of the three reimbursable LIFE program options such as: 1) 20 regional long-term rides; or 2) four regional short-term rides, the City will be reimbursed in Prop A eligible revenue when a LIFE program participant taps his/her TAP Smart Card on a LBFT bus. However, when a LIFE program participant purchases an EZ Transit Pass, the City will be reimbursed during the month the pass was purchased.

Both modes of reimbursement will take place monthly by Metro according to the following City Reimbursement Schedule for LIFE Program:

City Council Meeting – January 16, 2024
LIFE Program Reimbursement Agreement with LA County Metro

City Reimbursement Schedule for LIFE Program:

Program	Regular Cost of Pass	LIFE Participant Cost	Reimbursable to City
EZ Transit Pass (Regular):	\$110.00	\$86.00	\$24.00
EZ Transit Pass (Senior):	\$42.00	\$34.00	\$8.00
Single Ride Pass (20)	\$35.00	\$22.80	\$12.20
Single Ride Pass (4)	\$7.00	\$4.56	\$2.44

Although the amount of Prop A eligible revenue reimbursed to the City is expected to be nominal at the start, the program will likely grow over time and increase Prop A eligible revenue and ridership at the same time. The City of Lawndale is the fourteenth City in Los Angeles County to join the Metro LIFE program.

LEGAL REVIEW

The City Attorney has reviewed the attached agreement and approved it as to form. The attached agreement will be completed by Metro and returned to the City as fully executed once the City executes the signature page and forwards to Metro.

FISCAL IMPACT

There is no fiscal impact to the City for joining the Metro LIFE program. However, conservatively speaking, and at the outset, revenue is projected to be approximately \$233.00 per year based upon the purchase of five each of the above-mentioned program passes.

RECOMMENDATION

Staff recommends that the City Council: 1) approve the five year agreement between the City of Lawndale and Los Angeles County Metropolitan Transportation Authority to join the LIFE program; and 2) authorize the City Manager to execute the attached five-year agreement.

Attachments:

Agreement Regarding Reimbursement Policy for LIFE program between the City of Lawndale and Los Angeles County Metropolitan Transit Authority

Agreement Regarding Reimbursement Policy

**AGREEMENT REGARDING REIMBURSEMENT POLICY BETWEEN
LOS ANGELES COUNTY METROPOLITAN TRANSPORTATION AUTHORITY
AND
CITY OF LAWNDALE**

This Agreement regarding **Reimbursement Policy** ("Agreement") is made and entered into as of **Month Date Year**, by and between the Los Angeles County Metropolitan Transportation Authority (the "LACMTA"), and City of Lawndale (the "Operator"), a public agency, operating The Lawndale Beat, a fixed-route transit system.

RECITALS

This Agreement is made and entered into with respect to the following facts:

WHEREAS, at its May 25, 2017 meeting, the LACMTA Board of Directors approved the Low-Income Fare is Easy ("LIFE") Program that, among other items, increased the subsidy levels for each rider category and, offered an additional option such as 20 regional rides each month on participant's system recorded TAP card; and

WHEREAS, at its January 24, 2019 meeting, the LACMTA Board of Directors authorized TAP Operators to join the LIFE program; and

WHEREAS, the Operator desires to participate in the Program; and

WHEREAS, the list of acceptable LIFE fares and rides that qualify for reimbursement for the Lawndale Beat is outlined in the List of Approved LIFE Passes and Rider Classes for the Lawndale Beat (the "Approved LIFE Passes and Rides") included herein and referenced as **Attachment A**. The Operator's Low-Income Fare is Easy Reimbursement Schedule (the "Reimbursement Schedule") and amounts of reimbursements of each type of passes and rides are listed in **Attachment B**. Amendments to the Reimbursement Schedule document can only be approved either by (i) the LACMTA with concurrence from the majority of the participating operators, or (ii) policy provisions to the Program are approved by the LACMTA Board which shall then automatically be incorporated into the Schedule; and

WHEREAS, the LACMTA is willing to reimburse the Operator for discounted pass purchases and rides taken by LIFE participants based on **Attachment A** and **Attachment B**; and

WHEREAS, the parties desire that the Operator's participation in the Program shall be effective as of **XXX XXX XXXX**; and,

NOW, THEREFORE, LACMTA and the Operator AGREE to the terms and conditions set forth as follows:

I. TERM

This Agreement will be in effect for five (5) years from the date commencing as of **Month Date Year** unless terminated as described below.

Should at any time during the term of this Agreement the LACMTA determine there are insufficient Funds available for the Program or the LACMTA Board terminates the

Program, the LACMTA may terminate this Agreement by giving at least a thirty (30) day advance written notice to the Operator prior to the effective date of such termination. All valid LIFE purchases completed by the Ticket Outlets or valid LIFE rides provided by the termination date will still be honored and reimbursed by the LACMTA. If the Operator wishes to leave the Program and terminate this Agreement, it shall provide thirty (30) day notice to LACMTA.

II. SERVICE PROVISION

A. PARTICIPATION IN THE PROGRAM

1. The Operator will honor any valid LIFE TAP card pass purchases or rides based on Attachment A and will be reimbursed based on Attachment B.
2. The Operator agrees to notify LACMTA when implementing changes to its fare structure at least ninety (90) days in advance of any such changes.
3. The Operator agrees to promote and conduct outreach activities where possible to ensure residents are informed of LIFE program benefits.

B. PROGRAM ADMINISTRATION

1. The Program is administered and managed by contractors (collectively "the Administrators") within the areas designated by the LACMTA and identified in the "Operating Guidelines"
2. The Administrators will act as the coordinator between all social service and government agencies participating in the Program and will enroll participants. The Administrators will negotiate, execute and administer all their contractual agreements with LACMTA required to conduct the Program.
3. The Operator is not responsible for the enrollment of the LIFE participants (which is the responsibility of the Administrators or partner agencies).

III. LOW INCOME FARE IS EASY REIMBURSEMENT

- A. During the term of this Agreement, each month, the LACMTA shall calculate all qualifying LIFE media purchased as listed on Attachments A by LIFE participants to determine the reimbursement total to the Operator using the LIFE Reimbursement Schedule on Attachment B. The LACMTA will make the reimbursement payment to the Operator within thirty (30) days from the end of each month through the regional TAP monthly settlement process.
- B. Only valid LIFE passes and rides listed on Attachment A are eligible for reimbursement.
- C. Discounted passes or 20 regional ride option products sold to any person without a valid registered LIFE TAP card will not be reimbursed by LACMTA.
- D. Rides taken by non-LIFE participants on the Operator's system will not be reimbursed by LACMTA.

- E. The Operator shall be responsible for keeping an accurate record of all reimbursements it receives.

IV. LIFE PARTICIPANT OPTIONS

A. Valid LIFE Fare Options

- i. Four discounted Operator 7-Day or weekly passes
- ii. One discounted Operator 30-Day or monthly pass
- iii. One discounted EZ transit pass (Base)
- iv. 20 regional rides each month
- v. 4 regional rides (for short term or immediate trip needs, not for sale, provided by the Agency; only applies to regular rider rate regardless of the rider class)

- B. List of eligible passes and base fare rides are listed in Attachment A.

V. INSPECTION OF RECORDS/AUDIT

- A. The LACMTA may, at its own expense, audit the Operator's transactions associated with the Program.
- B. Records of the LACMTA pertaining to this Agreement shall be available for inspection and review by the Operator at all reasonable times for a period of three years from the applicable request for reimbursement under the terms of this Agreement.
- C. Records of the Operator pertaining to this Agreement shall be available for inspection by the LACMTA at all reasonable times for a period of three years from the applicable request for reimbursement under the terms of this Agreement.

VI. INDEMNIFICATION

- A. The LACMTA shall indemnify, defend and hold harmless the Operator, its officers, agents and employees, from and against any and all liability, expense, including defense costs and legal fees, and claims for damage for any nature whatsoever, including, but not limited to bodily injury, death, personal injury or property damage arising from or in any way connected with services to be performed by the LACMTA pursuant to this Agreement.
- B. The Operator shall indemnify, defend and hold harmless the LACMTA and its officers, agents and employees, from and against any and all liability, expense, including defense costs and legal fees, and claims for damage of any nature whatsoever, including, but not limited to bodily injury, death, personal injury or property damage arising from or in any way connected with services, including, without limitation the Operator services, to be performed by the Operator pursuant to this Agreement.

VII. NOTICE

All formal notices, demands and communications to be given hereunder by either Party shall be made in writing and may be effected by personally or by U.S. mail to the addresses listed below:

Los Angeles County Metropolitan Transportation Authority (LACMTA)
One Gateway Plaza
Los Angeles, CA 90012-2952

Attention: Michael Cortez
LIFE Program Director
Phone: (213) 418-3423

Transportation Concepts, Inc.
12 Mauchly Building 1
Irvine, CA 92618

Attention: Rich Rogers
Chief Financial Officer
Phone: (949) 864-3287

VIII. ATTORNEYS FEES

Disputes regarding the interpretation or application of any provision of this Agreement shall, to the extent reasonably feasible, be resolved through good faith negotiations between the Parties. If any action at law or in equity is required to enforce or interpret the provisions of this Agreement, the prevailing Party in such litigation shall be entitled to an award of reasonable attorney's fees in addition to any other relief to which it may be entitled.

IX. WAIVER

Waiver by any Party hereto of any term, condition or covenant of this Agreement shall not constitute the waiver of any other term, condition or covenant hereof.

X. BINDING EFFECT

This Agreement shall be binding upon each of the Parties hereto.

XI. GOVERNING LAW

This Agreement shall be interpreted and construed according to the laws of the State of California, and venue shall lie in a court of competent jurisdiction in Los Angeles County, California.

XII. SEVERABILITY

If any of the provisions of this Agreement is held by a court of competent jurisdiction to be invalid, void or unenforceable, the remaining provisions nevertheless will continue in full force and effect without being impaired or invalidated in any way.

XIII. ENTIRE AGREEMENT

This Agreement, and any other documents incorporated herein by specific reference shall constitute the entire understanding between the LACMTA, and the Operator regarding the subject matter of this Agreement. This Agreement supersedes all prior oral or written negotiations, representations or agreements including, without limitation, any existing joint pass agreement(s) between the Parties. This Agreement may not be amended, nor any provision or breach hereof waived, except in writing signed by the Parties which expressly refers to this Agreement.

IN WITNESS WHEREOF, the Parties hereto have caused this Agreement to be executed and attested by their respective duly authorized officers.

LOS ANGELES COUNTY METROPOLITAN TRANSPORTATION AUTHORITY (LACMTA):

By: _____ Date: _____
Stephanie N. Wiggins
Chief Executive Officer

APPROVED AS TO FORM:

By: _____ Date: _____
Janice L. Kasai
County Counsel

CITY OF LAWNSDALE (Operator):

By: _____ Date: _____
Sean M. Moore
City Manager

APPROVED AS TO FORM:

By: _____ Date: _____
Gregory M. Murphy
City Attorney

31-DAY PASS (LOCAL)

RIDER CLASS	Lawndale Transit Fare
Regular	\$ 12.00
Senior	FREE
Disabled/Medicare	FREE

WEEKLY PASS (LOCAL)

RIDER CLASS	Lawndale Transit Fare
Regular	N/A
Senior	N/A
Disabled/Medicare	N/A

EZ TRANSIT(BASE)

RIDER CLASS	Lawndale Transit Fare
Regular	\$ 110.00
Senior/Disabled/Medicare	\$ 42.00

20 RIDE PRODUCT (BASED ON SINGLE RIDE)

RIDER CLASS	Lawndale Transit Fare
Regular	\$ 0.75
College/Vocational	\$ 0.75
Student K-12	\$ 0.75
Senior	FREE
Disabled/Medicare	FREE

4-RIDE PRODUCT (BASED ON SINGLE RIDE)

RIDER CLASS	Lawndale Transit Fare
Regular	\$ 0.75

LOW INCOME FARE IS EASY (LIFE) REIMBURSEMENT SCHEDULE**Lawndale Transit**

Lawndale Transit Fares

31-DAY PASS (LOCAL)

Lawndale Transit will be reimbursed for passes purchased by LIFE patrons based on following schedules

Rider Class	Lawndale Transit Fares	Commission Rate	LIFE Reimbursement Rate to Lawndale Transit	LIFE Patron Fare
Regular	\$ 12.00	Standard commission rate applies based on the full pass value	\$ 12.00	\$ -
Senior	Free	Standard commission rate applies based on the full pass value	Free	Free
Disabled/Medicare	Free	Standard commission rate applies based on the full pass value	Free	Free

WEEKLY PASS (LOCAL)

The patron could purchase up to four 5/7-day/weekly passes each month, each purchase schedule is listed below

Rider Class	Lawndale Transit Fare	Commission Rate	LIFE Reimbursement Rate to Lawndale	LIFE Patron Fare
Regular	N/A	Standard commission rate applies based on the full pass value	N/A	N/A
Senior	Free	Standard commission rate applies based on the full pass value	Free	Free
Disabled/Medicare	Free	Standard commission rate applies based on the full pass value	Free	Free

EZ TRANSIT (BASE)

Lawndale Transit will be reimbursed for EZ TRANSIT (BASE) purchased by LIFE patrons based on following schedules

Rider Class	Lawndale Transit Fare	Commission Rate	LIFE Reimbursement Rate to Lawndale	LIFE Patron Fare
Regular	\$ 110.00	Standard commission rate applies based on the full pass value	\$ 24.00	\$ 86.00
Senior/Disabled/Medicare	\$ 42.00	Standard commission rate applies based on the full pass value	\$ 8.00	\$ 34.00

20 RIDE PRODUCT (BASED ON SINGLE RIDE)

Lawndale Transit will be reimbursed for each ride taken by LIFE patron based on following schedule

Rider Class	Base Fare	Reimbursements based on the lower of the cash fare or the amount below	LIFE Reimbursement Amount to Lawndale Transit (Maximum)
Regular	\$ 0.75	\$ 1.14	\$ 0.75
College/Vocational	\$ 0.75	\$ 1.14	\$ 0.75
Student K-12	\$ 0.75	\$ 1.14	\$ 0.75
Senior	\$ -	\$ 0.38	\$ -
Disabled/Medicare	\$ -	\$ 0.38	\$ -

4-RIDE PRODUCT (BASED ON SINGLE RIDE)

Lawndale Transit will be reimbursed for each ride taken by LIFE patron based on following schedule

Rider Class	Base Fare	Reimbursements based on the lower of the cash fare or the amount below	LIFE Reimbursement Amount to Lawndale Transit (Maximum)
Regular	\$ 0.75	\$ 1.14	\$ 0.75

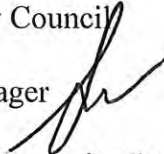


CITY OF LAWDALE

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

January 16, 2024

TO: Honorable Mayor and City Council

FROM: Sean M. Moore, City Manager 

PREPARED BY: Mike Estes, Director of Community Services 

SUBJECT: EZ Transit Pass Usage and Reimbursement Agreement with LA County Metro

BACKGROUND

The Lawndale Beat Fixed-route Transportation Service (LBFT) returned to service on May 15, 2023 after a three year hiatus due to the international health crisis. Transportation Concepts, Inc. was selected as the Contractor after a very competitive Request for Proposal (RFP) recruitment process.

STAFF REVIEW

Since LBFT has returned to service the ridership numbers have been steady, but overall lower than expected. The return of LBFT allowed the City to upgrade its system of fare collection and to expand the field of passengers that can ride LBFT using their TAP Smart Cards.

The various programs offered by Metro, which conveniently link to TAP Smart Cards, are in place to increase ridership on a County-wide and local level and return nominal amounts of Proposition A (Prop A) eligible revenue to the City.

The City's intention is to enter into an agreement with LA County Metro and join the EZ Transit Pass program as a means to increase ridership and obtain reimbursable Prop A eligible revenue.

For example, if a passenger purchases an EZ Transit Pass from a Metro kiosk or online, the individual's TAP Smart Card is loaded with the EZ Transit Pass feature. Therefore, when the respective individual taps his/her card on a LBFT bus, the City will be reimbursed the full fare for each passenger using the EZ Transit Pass program to ride LBFT.

Although the amount of Prop A eligible revenue reimbursed to the City is expected to be nominal at the start, the program will likely grow over time and increase Prop A eligible revenue and ridership at the same time. The City of Lawndale is the fourteenth City in Los Angeles County to join the Metro EZ Transit Pass program.

LEGAL REVIEW

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

City Council Meeting – January 16, 2024
EZ Transit Pass Usage and Reimbursement Agreement with LA County Metro

FISCAL IMPACT

There is no fiscal impact to the City for joining the Metro EZ Transit Pass program. However, at the outset, revenue is projected to be approximately \$150.00 per year based upon 200 passengers per year at a reimbursable amount of \$0.75 per passenger.

RECOMMENDATION

Staff recommends that the City Council: 1) approve the year-to-year agreement between the City of Lawndale and Los Angeles County Metropolitan Transportation Authority to join the EZ Transit Pass program; and 2) authorize the City Manager to execute the agreement.

Attachments:

EZ Transit Pass Program Agreement between City of Lawndale and Los Angeles County Metropolitan Transportation Authority

EZ Transit Pass Program Agreement

**EZ TRANSIT PASS PROGRAM
LOS ANGELES COUNTY METROPOLITAN TRANSPORTATION AUTHORITY
AND
CITY OF LAWNSDALE**

This Agreement regarding **Usage and Fare Reimbursement** ("Agreement") is made and entered into as of **November 1, 2023**, by and between the Los Angeles County Metropolitan Transportation Authority (the "LACMTA"), a public agency, corporate and politic, and the City of Lawndale (the "CITY"), a municipal corporation, operating Lawndale Beat, referred to herein individually as a "Party" or collectively as the "Parties."

RECITALS

This Agreement is made and entered into with respect to the following facts:

WHEREAS, the EZ transit pass Program is a regional transit pass program which issues regular premium and special user regional passes (collectively, an "EZ transit pass") that will allow patrons to transfer among participating transit systems, thus providing seamless travel and increased mobility throughout the greater Los Angeles County area; and

WHEREAS, at the April 25, 2002, meeting of the LACMTA Board of Directors, the Board approved the LACMTA's participation in the EZ transit pass program and approved program elements as described in the Board report, dated April 25, 2002, included herein in as **Attachment A**; and

WHEREAS, the CITY desires to become a participating agency in the EZ transit pass program; and

WHEREAS, the LACMTA and the CITY recognize that increased public transit use has a beneficial impact on the quality of life for the communities that are served; and

WHEREAS, the LACMTA and the CITY acknowledge and agree that CITY's honoring of the EZ transit pass fare media as part of the CITY's operation of Lawndale Beat shall provide greater convenience and easier mobility for public transportation users in Los Angeles County; and

WHEREAS, rules and procedures for participation in this program are outlined in the "Los Angeles County EZ transit pass Regional Program Guidelines for Participating Agencies," included herein and referenced as Attachment B (the "EZ transit pass Guidelines"). Amendments to the EZ transit pass Guidelines document can only be approved by a simple majority ruling of the Los Angeles County Bus Operations Subcommittee (BOS) and the Local Transit Systems Subcommittee (LTSS) with the concurrence of the LACMTA CEO; and

WHEREAS, the Parties expanded the EZ transit pass program to include Metrolink fare media in order to further increase mobility and enhance the seamless travel experience in the greater Los Angeles County area; and

WHEREAS, at the September 25, 2003, meeting of the LACMTA Board of Directors, the Board approved the extension of the EZ transit pass Program to an annual renewing program and approved the Southern California Regional Rail Authority's (SCRRA's) participation in the EZ transit pass Program; and

WHEREAS, "Metrolink Fare Boarding" refers to a boarding on an EZ transit pass participating transit system using Metrolink fare media; and

WHEREAS, the LACMTA is willing to reimburse participating Los Angeles County transit systems for Metrolink Fare Boardings through the **EZ** transit pass Program; and

NOW, THEREFORE, THE PARTIES AGREE to the terms and conditions set forth as follows:

I. SERVICE PROVISION

- A. The CITY will honor all valid EZ transit passes on all of the CITY's local fixed route service bus lines.
- B. The CITY will participate in the EZ transit pass program in accordance with the terms and conditions contained herein and in the LACMTA Board report attached as **Attachment A** and the **EZ transit pass Guidelines** attached as Attachment B.

C. METROLINK PARTICIPATION IN EZ TRANSIT PASS PROGRAM

- 1. The rules and procedures for accepting valid Metrolink fare media are outlined in the "Guidelines for Accepting Metrolink Fare Media", included herein by reference as **Attachment C** hereto, (the "Metrolink Fare Guidelines"). Amendments to the Metrolink Fare Guidelines document can only be approved by a simple majority ruling of the Los Angeles County Bus Operations Subcommittee (BOS) and the Local Transit Systems Subcommittee (LTSS) with the concurrence of the LACMTA CEO.
- 2. During the term of this Agreement, the LACMTA shall reimburse the CITY an amount equal to the higher of the following: 1) the net value of the total Metrolink fare boardings times the Average Fare, as defined in the EZ transit pass Guidelines; or 2) the net value of the total Metrolink fare boardings times the Average Cash Fare, as defined in the EZ transit pass Guidelines.
- 3. The annual value of the reimbursements for Metrolink Fare Boardings provided for by this MOU is estimated at \$200.00 for FY 2023-24. It may increase or decrease each year depending on actual boardings and the fare policy of the CITY.
- 4. The description of Valid Metrolink Fare Media, the mechanics of the reimbursement for Metrolink Fare Boardings, and methods for counting or estimating Metrolink Fare Boardings are described in the Metrolink Fare Guidelines.
- 5. The CITY will honor all valid "Metrolink Fare Media" on all the CITY's local fixed route bus lines beginning November 1, 2023.
- 6. The CITY will also honor all valid senior and disabled Metrolink fare media. Identification requirements for senior and disabled Metrolink Fare Media shall be the same as those described in the EZ transit pass Guidelines.
- 7. The Metrolink Fare Media shall now be considered part of the EZ transit pass program and shall be considered valid regular EZ transit pass fare media.
- 8. Metrolink Fare Media include the EZ transit pass logo. LACMTA will work with SCRRA to ensure that Metrolink Fare Media continue to include the EZ transit pass logo and are updated as soon as possible when necessary to reflect any changes to the EZ transit pass logo.
- 9. The CITY may, at its option, choose to record Metrolink Fare Boardings as EZ transit pass boardings, so long as an accepted methodology is used to allocate the boardings between EZ transit pass Boardings and Metrolink Fare Boardings for purposes of

reimbursement. Accepted methodologies for making this allocation are described in the Metrolink Fare Guidelines.

10. Subject to item 9, above, the CITY shall be responsible for keeping accurate records of all "Metrolink Fare Boardings."
11. At its own expense, the LACMTA may conduct its own studies or surveys to verify the accuracy and reasonableness of the CITY's Metrolink Fare Boardings data on the Lawndale Beat system.
12. The CITY shall report to the LACMTA its total annual Metrolink Fare Boardings, a subset of its total EZ transit pass Boardings, within 90 days of the close of each fiscal year. The LACMTA may, at its own expense, audit the CITY's Metrolink Fare Boardings data collection methodology and the data itself as described in the EZ transit pass Guidelines.
13. The CITY agrees to notify SCRRRA when implementing plans for changes of its schedule, operations and/or services which may affect Metrolink operations and/or services as soon as possible, preferably twenty-one (21) days in advance of any such changes.

II. EZ TRANSIT PASS FARE REVENUE REIMBURSEMENT/SALES/DISTRIBUTION OF MEDIA

- A. In addition to the reimbursement for Metrolink Fare Boardings, during the term of this Agreement, the LACMTA shall also reimburse the CITY an amount equal to the net value of the total EZ transit pass boardings times the higher of the Average Fare or Average Cash Fare, as defined in the EZ transit pass Guidelines less the EZ transit pass sales revenue received by the CITY during the same period. The methodology for calculating Average Fare, Average Cash Fare and the mechanics of reimbursement are described in the EZ transit pass Guidelines.
- B. The annual value of the EZ transit pass reimbursements provided for by this MOU is estimated at \$200.00 for FY 2023-24. It may increase or decrease each year depending on actual boardings and the fare policy of the CITY.
- C. EZ transit pass Sales Revenue
The CITY shall collect revenues from its sale of EZ transit passes. These revenues shall be accounted for and reported to the LACMTA in the fare reimbursement invoice as required by the EZ transit pass Guidelines.
- D. Media Cost and Distribution
The LACMTA will have sole responsibility for the distribution of the EZ transit pass fare media to sales outlets and all of the CITY's designated outlets. The LACMTA will assume all costs for the printing and distribution of the EZ transit pass fare media.
- E. Marketing
The CITY will market the EZ transit pass program in its current customer service and marketing programs and participate in countywide joint marketing efforts.

III. EZ TRANSIT PASS MEDIA SALES OUTLETS

- A. The EZ transit pass monthly sale period at all CITY's designated sales outlets shall commence no earlier than the 25th of the previous month and continue until the 10th of the current EZ transit pass month.

- B. All of the CITY's designated sales outlets must enter into a consignment agreement with the CITY for the sale of the EZ transit pass fare media. All customer service to EZ transit pass sale vendors shall be conducted by CITY.

IV. DATA COLLECTION AND REPORTING

- A. The CITY shall be responsible for keeping accurate records of all EZ transit pass boardings. Accepted methodologies for data collection are described in the EZ transit pass Guidelines.
- B. Each invoice shall include the applicable MOU number.
 - For the EZ transit pass invoices, the MOU number is **MOU.PEZLAW**.
 - For Metrolink fare media invoices, the MOU number is **MOU.PEMLAW**.

- C. Invoices shall be sent to:

Los Angeles County Metropolitan Transportation Authority (LACMTA)
Accounts Payable
P.O. Box 512296
Los Angeles, CA 90051-0296

A copy shall be sent to:

- Rufus Cayetano (for EZ transit pass and Metrolink Fare Boardings)

Los Angeles County Metropolitan Transportation Authority (LACMTA)
One Gateway Plaza, (Mailstop - 99-21-4)
Los Angeles, CA 90012-2952

V. INSPECTION OF RECORDS

- A. At its own expense, the LACMTA may conduct its own studies or surveys to verify the accuracy and reasonableness of the CITY's EZ transit pass usage data on the Lawndale Beat system.
- B. Records of the LACMTA pertaining to this Agreement shall be available for inspection and review by the CITY at all reasonable times for a period of three years from the applicable request for reimbursement under the terms of this Agreement.
- C. Records of the CITY pertaining to this Agreement shall be available for inspection by the LACMTA at all reasonable times for a period of three years from the applicable request for reimbursement under the terms of this Agreement.

VI. AUDIT

The CITY shall report to the LACMTA its total annual EZ transit pass boardings within 90 days of the close of each fiscal year. The LACMTA may, at its own expense, audit the CITY's EZ transit pass boarding data collection methodology and the data itself through the triennial performance audit.

VII. TERM

The Agreement shall commence on November 1, 2023, and shall automatically renew each year on July 1, for an additional one-year term or until the EZ transit pass program is terminated. Each Party has the right to terminate this Agreement without cause or further obligation upon 120 days prior written notice.

VIII. INDEMNIFICATION

- A. The LACMTA shall indemnify, defend and hold harmless the CITY, its officers, agents and employees, from and against any and all liability, expense, including defense costs and legal fees, and claims for damage for any nature whatsoever, including, but not limited to bodily injury, death, personal injury or property damage arising from or in any way connected with services to be performed by the LACMTA pursuant to this Agreement.
- B. The CITY shall indemnify, defend and hold harmless the LACMTA and its officers, agents and employees, from and against any and all liability, expense, including defense costs and legal fees, and claims for damage of any nature whatsoever, including, but not limited to bodily injury, death, personal injury or property damage arising from or in any way connected with services, including, without limitation the Lawndale Beat services, to be performed by the CITY pursuant to this Agreement.

IX. NOTICE

All formal notices, demands and communications to be given hereunder by either Party shall be made in writing and may be effected by personally or by U.S. mail to the addresses listed below:

Los Angeles County Metropolitan Transportation Authority (LACMTA)
One Gateway Plaza
Los Angeles, CA 90012-2952

Attention: Dr. Rufus Cayetano
EZ transit pass Project Manager
Phone: (213) 922-2379

CITY OF LAWNDALe
14717 Burin Ave.
Lawndale, CA 90260

Attention: Mike Estes
Director of Community Services
Phone: (310) 973-3272

X. ATTORNEYS FEES

Disputes regarding the interpretation or application of any provision of this Agreement shall, to the extent reasonably feasible, be resolved through good faith negotiations between the Parties. If any action at law or in equity is required to enforce or interpret the provisions of this Agreement, the prevailing Party in such litigation shall be entitled to an award of reasonable attorney's fees in addition to any other relief to which it may be entitled.

XI. WAIVER

Waiver by any Party hereto of any term, condition or covenant of this Agreement shall not constitute the waiver of any other term, condition or covenant hereof.

XII. BINDING EFFECT

This Agreement shall be binding upon each of the Parties hereto.

XIII. GOVERNING LAW

This Agreement shall be interpreted and construed according to the laws of the State of California, and venue shall lie in a court of competent jurisdiction in Los Angeles County, California.

XIV. SEVERABILITY

If any of the provisions of this Agreement is held by a court of competent jurisdiction to be invalid, void or unenforceable, the remaining provisions nevertheless will continue in full force and effect without being impaired or invalidated in any way.

XV. ENTIRE AGREEMENT

This Agreement, the EZ transit pass Guidelines, the Metrolink Fare Guidelines, any other documents incorporated herein by specific reference, and any other EZ transit pass Program related documents mutually agreed to by the Parties shall constitute the entire understanding between the LACMTA, and the CITY regarding the EZ transit pass Program. This Agreement supersedes all prior oral or written negotiations, representations or agreements including, without limitation, any existing joint pass agreement(s) between the Parties. This Agreement may not be amended, nor any provision or breach hereof waived, except in writing signed by the Parties which expressly refers to this Agreement.

IN WITNESS WHEREOF, the Parties hereto have caused this Agreement to be executed and attested by their respective duly authorized officers.

CITY OF LAWNSDALE

LOS ANGELES COUNTY METROPOLITAN
TRANSPORTATION AUTHORITY (LACMTA)

BY: _____
Sean M. Moore
City Manager

BY: _____
Stephanie N. Wiggins
Chief Executive Officer

Date: _____

Date: _____

ATTEST:

Erica Harbison
City Clerk

APPROVED AS TO FORM:
Gregory M. Murphy
City Attorney

APPROVED AS TO FORM:
DAWYN R. HARRISON
County Counsel

BY: _____

BY:  _____

Date: _____

Date: 12/14/23 _____



CITY OF LAWNDALE

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

DATE: January 16, 2024

TO: Honorable Mayor and City Council

FROM: Sean M. Moore, City Manager

PREPARED BY: Raylette Felton, Deputy City Manager/Human Resources Director

SUBJECT: **Resolution to Amend and Update Job Description for Director of Community Services**

BACKGROUND

After over sixteen (16) years of City service, the Director of Community Services has announced his retirement. As a result of this impending retirement, staff found it necessary to review and update the job description to ensure the description accurately reflects the duties and responsibilities of the position to assist with the recruitment efforts.

STAFF REVIEW

As part of the Central Management Team, the Director of Community Services position manages and oversees the activities and day-to-day operations of the Community Services Department, which includes parks and recreation programs, senior programs, City-sponsored public transportation services, community services and special event programming, and facilities management. The last review and update to the job description was completed in June 2016.

Staff reviewed the current job description and the duties currently performed by the Director of Community Services and determined that the job description matches the needs of the organization with minor revisions needed to the job description, to include using the current job description template that was provided during the 2022 Citywide Classification and Compensation Study completed by Public Sector Personnel Consultants. As such, the attached Resolution No. CC-2401-054 will reaffirm and update the Director of Community Services job description and provide essential information regarding the duties and responsibilities of this critical position.

LEGAL REVIEW

The City Attorney's Office has reviewed and approved the staff report and attached resolution as to form.

FISCAL IMPACT

N/A

RECOMMENDATION

Staff respectfully recommends City Council approve and adopt Resolution No. CC-2401-054, amending and updating the job description for the Director of Community Services position.

Attachment (s): Resolution No. CC-2401-054 – Amending and Updating the Job Description for the Director of Community Services

ATTACHMENT 1

Resolution No. CC-2401-054

Resolution of the City Council of the City of Lawndale, California
Amending and Updating the Job Description for
Director of Community Services

RESOLUTION NO. CC-2401-054

**A RESOLUTION OF THE CITY COUNCIL
OF THE CITY OF LAWDALE, CALIFORNIA
AMENDING AND UPDATING THE JOB DESCRIPTION FOR
DIRECTOR OF COMMUNITY SERVICES**

WHEREAS, on November 4, 1974, the City Council of the City of Lawndale ("City Council") adopted Resolution No. 1503, which establishes criteria for the administration of employer/employee relations and communications; and

WHEREAS, Section 2.05 of the Personnel Rules and Regulations, adopted by the City Council of the City of Lawndale, requires that the City Council approve any changes made to the City's classification plan; and

WHEREAS, on or about December 18, 2006, the job description for the position of Director of Community Services was created; and

WHEREAS, on or about June 20, 2016, the job description for the position of Director of Community Services was updated; and

WHEREAS, it is the desire of the City Council to further update the job description for the Director of Community Services position to recognize changes in the positions duties and responsibilities.

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

SECTION 1. That the foregoing recitals are true and correct and are incorporated herein by this reference.

SECTION 2. That the position description for the position of Director of Community Services contained in Exhibit "A", attached hereto and made a part hereof, is hereby adopted as the position description for the Director of Community Services.

PASSED, APPROVED AND ADOPTED this 16th day of January, 2024.

Robert Pullen-Miles, Mayor

ATTEST:

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

I, Erica Harbison, City Clerk of the City of Lawndale, California, do hereby certify that the City Council of the City of Lawndale duly approved and adopted the foregoing Resolution No. CC-2401-0544 at a regular meeting of said Council held on the 16th day of January, 2024, by the following roll call vote:

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

Erica Harbison, City Clerk

APPROVED AS TO FORM:

Gregory M. Murphy, City Attorney



Director of Community Services

Job Title: Director of Community Services
Pay Grade: 142
FLSA: Exempt

Job Code: 3010
Effective Date: January 2024
Revision Date:

JOB SUMMARY: Under direction of the City Manager, the Director of Community Services plans, organizes, directs, and administers the activities and operations of the Community Services Department comprised of two divisions: parks and recreation and senior services. The Director manages, oversees, and directs parks and recreation programs, senior programs, City-sponsored public transportation services, community services and special event programming, facilities management, and other programs, events and activities as assigned.

DISTINGUISHING CHARACTERISTICS:

This is the director level position within the Community Services Department. Incumbent provides broad management, oversight, and support of all recreation activities and related programs for the City and its residents. Plans, develops, and implements goals and objectives for the department. Sets policy and procedural expectations, monitors service delivery outcomes, and ensures Community Services Department is meeting the needs of the City and its residents. Strong customer service orientation and time management skills, ability to multi-task, oversee and advance several projects with varying deadlines.

DUTIES AND RESPONSIBILITIES:

- Oversees, leads, and directs the day-to-day operations of the Community Services Department; facilitates, coordinates and plans all parks and recreation, senior and community services programs, special event programs and activities, facilities supervision and management and other programs, events and activities as assigned.
- Develops, plans, and implements department goals and objectives; develops and administers policies and procedures; contract management, facility oversight, production of the City's quarterly newsletter representing all community services department programs, current City events and articles of importance to the immediate community.
- Plans, directs, supervises, and assigns the work activities of assigned support staff; monitors workflow and ensures compliance with departmental policies, procedures, and applicable regulatory requirements.
- Coordinates, facilitates, and monitors department activities with those of other departments and outside agencies and organizations; fosters and develops effective communication strategies and collaborates to develop professional services and programs.
- Provides administrative assistance to the City Manager; prepares and presents oral and written reports to the City Council, City Manager, Parks, Recreation and Social Services Commission, and other committees overseen by the community services department.
- Develops, administers, and manages the department's budget; monitors and approves expenditures; makes necessary budget adjustments to avoid overruns; directs the preparation of grant applications; seeks available non-City funding sources to develop new and renovated park space, upgrade recreation facilities and parks and recreation and senior services programs and investigates new sources of revenue for department programs.

This job description indicates in general the nature and levels of work, knowledge, skills, abilities and other essential functions (as covered under the Americans with Disabilities Act) expected of an incumbent. It is not designed to cover or contain a comprehensive listing of activities, duties or responsibilities required of an incumbent. An incumbent may be asked to perform other duties as required. Disaster Service Worker in compliance with California Government Code Section 3100.

- Selects, supervises, trains, and evaluates subordinate staff; implements disciplinary and corrective actions as needed; recruits recreation instructors and negotiates contracts; participates and leads in special event planning and oversight.
- Responds, researches, and resolves difficult and sensitive public inquiries and complaints as it relates to community services department operations and programs, recreation facilities and related policies and procedures.
- Researches, reviews, and interprets applicable government regulations and requirements affecting parks, recreation, and community services programs. Stays abreast of new legislative actions that affect community services department programs, parks, policies and procedures and public involvement.
- Negotiates and executes a variety of contracts and agreements, provides direction in the administration of a variety of contracts, distributes Request for Proposals (RFP's) and solicits quotes for services and seeks the best value for the City for a variety of goods, services, projects and programs.
- Acts as liaison with Lawndale-based school districts and appropriate personnel, Los Angeles County Department of Parks and Recreation Department, Recreation Parks and Open Space District and other groups; represents the City and interfaces with public groups, professional clubs and organizations explaining and promoting municipal services activities; provides technical assistance as necessary.
- Performs any and all other work as needed or assigned.

MINIMUM QUALIFICATIONS:

Equivalent to a Bachelor's degree in recreation services or management, public affairs, human development, public administration or related field. A master's degree in a related field is preferred AND five (5) years of increasingly responsible experience in community services, senior programs, or recreation administration, including two (2) years managing or directing a parks and recreation or community service division or department.

LICENSES/CERTIFICATIONS:

- State of California issued driver's license.
- Valid Adult, Infant and Child CPR/Adult and Child First Aid and AED Certificate

KNOWLEDGE, SKILLS & ABILITIES REQUIRED:**Knowledge of:**

- Principles and practices of community services, parks, recreation administration and public relations
- Organization and management principles, practices and techniques applied to the analysis and evaluation of programs, policies, and operational needs
- Principles of management, grant preparation and/or supervision
- Applicable federal, state, county and local laws, rules, ordinances, codes, and other governing regulations
- Principles and practices of public administration, budget, and personnel management
- Modern office methods, procedures, and equipment
- Principles and practices of supervision, training, and performance evaluation
- General laws and regulations affecting work.

Ability to:

- Plan, direct, and control the administration and customer service operation of multiple divisions
- Develop, implement, review and seek to improve existing department policies and procedures
- Develop, control, manage and administer department budget and expenditures
- Ability to lead large or small groups of individuals to reach consensus or determine course of action
- Communicate effectively orally and in writing

This job description indicates in general the nature and levels of work, knowledge, skills, abilities, and other essential functions (as covered under the Americans with Disabilities Act) expected of an incumbent. It is not designed to cover or contain a comprehensive listing of activities, duties or responsibilities required of an incumbent. An incumbent may be asked to perform other duties as required. Disaster Service Worker in compliance with California Government Code Section 3100

- Operate a PC and related software
- Develop and maintain effective working relationships with others
- Assess and prioritize multiple tasks and projects
- Identify, understand, and respond to public, commissioners and committees concerns and needs.
- Evaluate community service situations quickly and initiate appropriate action to diffuse and/or resolve issues and concerns
- Interpret and apply city, federal, state, and local policies, procedures, rules, and regulations
- Supervise, train, correct, motivate and evaluate staff
- Compose correspondence, letters, spread sheets, statistical reports, and forms

PHYSICAL DEMANDS AND WORK ENVIRONMENT:

While fulfilling the duties and responsibilities of this position, the employee is regularly required to sit and stand for long periods of time. Frequently use hands to finger, handle, or feel; reach with hands and arms; see, talk, and hear; stoop, kneel, bend, twist, climb; and drive to City facilities. Regularly required to stand and walk; lift and/or move up to 10 pounds and occasionally lift and/or move up to 50 pounds. Specific vision abilities required by this job include close vision and ability to adjust focus.

The employee regularly works in busy indoor and outdoor environments with various conditions involving program participants or small crowds of people, travel to various City facilities to inspect conditions, respond to assessment requests, attendance at meaningful City events. The noise level in the work environment is usually moderate and variable weather conditions. May be required to work various shifts, weekends, and holidays. Working irregular hours including evenings, nights, weekends, and holidays, as necessary; being available for call-back and automatic return to work within a reasonable response time for major emergencies, disasters, critical incidents and as otherwise required.

Employee's Signature/Date

Supervisor's Signature/Date

(This position description accurately reflects my current job)

(This position description reflects the employee's current job)

This job description indicates in general the nature and levels of work, knowledge, skills, abilities, and other essential functions (as covered under the Americans with Disabilities Act) expected of an incumbent. It is not designed to cover or contain a comprehensive listing of activities, duties or responsibilities required of an incumbent. An incumbent may be asked to perform other duties as required. Disaster Service Worker in compliance with California Government Code Section 3100

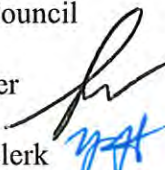


CITY OF LAWDALE

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

DATE: January 16, 2024

TO: Honorable Mayor and City Council

FROM: Sean M. Moore, City Manager 

PREPARED BY: Yvette Hall, Assistant City Clerk 

SUBJECT: **Los Angeles County West Vector Control District Trustee Appointment**

BACKGROUND

Since 1944, the Los Angeles County West Vector Control District (LACWVCD) has conducted programs for the surveillance, prevention, abatement and control of mosquitos and other vectors which carry diseases such as St. Louis encephalitis, West Nile virus, Lyme Disease and Dengue hemorrhagic fever. Lawndale is part of the district, along with unincorporated areas in Los Angeles County, a portion of Los Angeles city, and twenty-two other cities. The LACWVCD is governed by a board of trustees. Each of the cities and the county that comprise the district is entitled to have one trustee represent its specific interests. The term of Lawndale's last appointed trustee ended on December 31, 2023.

STAFF REVIEW

To qualify for appointment as a trustee, a person must be a resident and an elector of the city. Only one trustee can be appointed. California Mosquito Abatement and Vector Control District law does not provide for alternate representatives.

The most recently appointed trustee is former Councilmember James H. Osborne. Regulations allow for additional terms to last either two years or four years if a trustee has served a previous term. Once appointed, a trustee cannot be removed from office by the City Council. The appointee will serve until the term expires unless he/she resigns or cannot physically continue to serve. According to district staff, cities customarily choose to re-appoint a trustee for two two-year terms.

Once appointed, the trustee will attend six regular board meetings each year on the second Thursday of odd-numbered months in Culver City. The trustee will receive a \$100 stipend for each meeting attended. The trustee will be required to file an annual Statement of Economic Interest (Fair Political Practices Commission Form 700) with the LACWVCD while in office. A newly appointed trustee will also be required to file an assuming office Form 700 within 30 days of attending their first meeting.

In addition, California Code of Regulations Section 18702.5 requires the city to identify on its website the appointed position, the salary or stipend, the name of the trustee, and the term of the position.

The Mayor is recommending that the City Council appoint Councilmember Pat Kearney to serve a term of two years. If a new trustee is appointed, the term must be two years.

The term for this appointment would start on January 1, 2024, and end on December 31, 2025.

City Council Meeting – January 16, 2024
Los Angeles County West Vector Control District Trustee Appointment

In anticipation that the Mayor would make the appointment and that the City Council would approve the appointment, staff has prepared Resolution No. CC-2401-052 for your consideration.

LEGAL REVIEW

The City Attorney's office has reviewed Resolution No. CC-2401-052 and has approved it as to form.

FISCAL IMPACT

None.

RECOMMENDATION

Staff recommends that: 1) the Mayor appoint a trustee to the Los Angeles County West Vector Control District; 2) the City Council confirm the appointment by directing staff to amend Section 1 of Resolution No. CC-2401-052 by inserting the name of the appointee; and 3) that the City Council adopt the resolution as amended.

Attachment: A. Resolution No. CC-2401-052

Attachment A

RESOLUTION NO. CC-2401-052

**A RESOLUTION OF THE CITY COUNCIL
OF THE CITY OF LAWNSDALE, CALIFORNIA
CONFIRMING APPOINTMENT OF A TRUSTEE TO
THE LOS ANGELES COUNTY WEST VECTOR CONTROL DISTRICT**

WHEREAS, pursuant to California Mosquito Abatement and Vector Control District Law, special districts may be formed to protect the public health, safety and welfare from vectors which spread diseases such as St. Louis encephalitis, West Nile Virus, Lyme Disease, and Dengue hemorrhagic fever; and

WHEREAS, the Los Angeles County West Vector Control District ("District") was formed in 1944 to conduct programs for the surveillance, prevention, abatement and control of mosquitos and other vectors; and

WHEREAS, the District includes unincorporated territory of the County of Los Angeles, the westerly portion of the City of Los Angeles, and 22 cities, including Lawnsdale; and

WHEREAS, the District is governed by a Board of Trustees comprised of one representative from each city and county within its boundaries; and

WHEREAS, each trustee must be a resident and an elector of the city from which he or she is appointed; and

WHEREAS, on February 1, 2016, the Mayor appointed and City Council confirmed James H. Osborne to serve as trustee to the District for a term to terminate on December 31, 2019; and

WHEREAS, on December 2, 2019, the Mayor reappointed and the City Council confirmed James H. Osborne to serve as trustee to the District for a term to terminate on December 31, 2023; and

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

SECTION 1. The Mayor, with the approval of the City Council, does hereby appoint _____ to serve as trustee to the Los Angeles County West Vector Control District for a term to commence on January 1, 2024, and to terminate on December 31, 2025.

SECTION 2. The City Clerk is directed to update the Fair Political Practices Commission Form 806 posted on the city's website to reflect this appointment.

PASSED, APPROVED AND ADOPTED this 16th day of January, 2024.

Robert Pullen-Miles, Mayor

ATTEST:

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

I, Erica Harbison, City Clerk of the City of Lawndale, California, do hereby certify that the City Council of the City of Lawndale duly approved and adopted the foregoing Resolution No. CC-2401-052 at a regular meeting of said Council held on the 16th day of January, 2024, by the following roll call vote:

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

Erica Harbison, City Clerk

APPROVED AS TO FORM:

Gregory M. Murphy, City Attorney



CITY OF LAWNDALE

[Back to Agenda](#)

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

DATE: January 16, 2024

TO: Honorable Mayor and City Council

FROM: Sean M. Moore, City Manager

PREPARED BY: Yvette Hall, Assistant City Clerk

SUBJECT: **City Council Ad Hoc Subcommittees and Standing Committees**

BACKGROUND

The City Council currently has seven (7) ad hoc subcommittees and three (3) standing committees. These temporary advisory committees serve either a limited purpose or a single purpose and are dissolved once the task or need for the committee is complete. An ad hoc subcommittee is composed of members to serve a limited or single purpose, does not have continuous meetings regarding a subject matter jurisdiction and is not subject to the Brown Act. A standing committee is subject to the Brown Act and composed of members totaling less than a quorum of the City Council. A standing committee may meet regularly to provide routine and regular recommendations fixed by a formal action.

On occasion, the City Council will create a new subcommittee and appoint or replace a member. These subcommittees are reviewed by the City Council on an annual basis to determine which subcommittees may be dissolved or modified, or to appoint a new member or reaffirm a current member.

STAFF REVIEW

At the meeting of January 17, 2023, the City Council reviewed the current appointments list. It was decided by the City Council that the City/School District Park Maintenance and Joint Use Ad Hoc Subcommittee be modified by appointing Mayor Pro Tem Suarez to replace Councilmember Kearney and to maintain the current appointments for the remaining committees.

The following list demonstrates the current subcommittees and their current appointments:

City/School District Park Maintenance and Joint Use Ad Hoc Subcommittee

Mayor Pro Tem Bernadette Suarez (Appointed January 17, 2023)

Councilmember Sirley Cuevas (Appointed January 19, 2021, Reaffirmed January 17, 2023)

Fiscal Year 2023-24 Budget Ad Hoc Subcommittee (Fiscal Year will change to 2024-25)

Appointed January 19, 2021, Reaffirmed January 17, 2023

Councilmember Sirley Cuevas

Councilmember Pat Kearney

Billboard Ad Hoc Subcommittee

Appointed January 19, 2021, Reaffirmed January 17, 2023

Councilmember Rhonda Hofmann Gorman

Councilmember Pat Kearney

City Council Meeting – January 16, 2024

City Council Subcommittees

Metro C Line (Green) Extension Ad Hoc Subcommittee

Appointed March 15, 2021, Reaffirmed January 17, 2023

Mayor Robert Pullen-Miles

Councilmember Rhonda Hofmann Gorman

Teen Center Ad Hoc Subcommittee

Appointed September 20, 2021, Reaffirmed January 17, 2023

Mayor Robert Pullen-Miles

Mayor Pro Tem Bernadette Suarez

Business Revitalization Standing Committee

Appointed January 19, 2021, Reaffirmed January 17, 2023

Mayor Robert Pullen-Miles

Mayor Pro Tem Bernadette Suarez

City/School Districts Standing Committee

Appointed January 19, 2021, Reaffirmed January 17, 2023

Councilmember Rhonda Hofmann Gorman

Councilmember Pat Kearney

Caltrans Maintenance Standing Committee

Appointed September 20, 2021, Reaffirmed January 17, 2023

Mayor Robert Pullen-Miles

Councilmember Rhonda Hofmann Gorman

Homeless Solutions Standing Committee

Appointed November 15, 2021, Reaffirmed January 17, 2023

Mayor Pro Tem Bernadette Suarez

Councilmember Sirley Cuevas

Staff is seeking direction from City Council on which committees can be dissolved (if subject matter has been completed), which committees have outstanding tasks that have not yet been resolved and need further modifications in scope and the appointment, replacement, or modification of committee members, if desired.

LEGAL REVIEW

The City Attorney has reviewed and approved this report.

FISCAL IMPACT

None.

RECOMMENDATION

Staff recommends that the City Council review the current ad hoc subcommittee and standing committee lists and direct staff on the modification, replacement, or continued appointment of members, if so desired.

ATTACHMENT

None.



CITY OF LAWDALE

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

DATE: January 16, 2024

TO: Honorable Mayor and City Council

FROM: Sean M. Moore, City Manager *[Signature]*

PREPARED BY: Lea Reis P.E., Director of Public Works/City Engineer *[Signature]*
Nabi Sidiqi, Assistant Engineer *[Signature]*

SUBJECT: **Award of Contract Services Agreement to Am-Tec Total Security Inc., for the City of Lawndale Security Improvement Project**

BACKGROUND

The City of Lawndale facilities are in need of security system upgrades. Facilities include the Public Works Department, Municipal Services Department (MSD), Los Angeles Sheriff Department, and City Hall. Existing cameras at the City Hall, MSD and Public Works are outdated, providing low resolution images and a narrow frame of reference. The new system will provide more memory for saving images, a wider field of vision, higher quality and resolution cameras, and equipment that is able to be remotely controlled from a tablet or phone by authorized users. The scope of work includes the design of the security system, installation of the highest quality security cameras, associated equipment, software, implementation, configuration, testing and training for all facilities.

STAFF REVIEW

The Request for Proposals was advertised on the City website on October 10, 2023. Proposals were received and opened on Monday, November 13, 2023 by the City Clerk's office staff in accordance with the City bidding procedures. Three bids were received with bid bonds, evidence of contract licensing, insurance coverage, and project references for contracts of similar size and scope. Bids received are listed in the table below in the order ranked:

Bidder Name	Bid Amount
Am-Tec Total Security Inc.	\$146,063.23
A3 Communication DBA Blue Violet Networks	\$180,097.37
Zap Integration Inc.	\$357,837.31

Staff reviewed the proposal from Am-Tec Total Security Inc. from Chino, California, evaluating accuracy, cost, experience, and references. As a result of the proposal analysis, staff finds that Am-Tec Total Security Inc. has submitted the best responsible and responsive proposal for the project in the amount of \$146,063.23.

LEGAL REVIEW

The contract was approved as to form by the City Attorney.

FISCAL IMPACT

Total cost of this project including materials, installation, and contingencies is estimated to be \$175,275.88. Funding for this project in the amount of \$250,000 is already allocated in the current FY2023-24 budget in the American Rescue Plan Act (ARPA) fund as this is considered to be general government services and public safety. No additional budget amendment is needed and there is no impact to the General Fund.

The following is the budget breakdown of the project costs:

Project Cost Estimate:

Contract	\$ 146,063.23
Contingency 20%	\$ 29,212.65
Total Amount:	\$ 175,275.88

RECOMMENDATION

Staff recommends that the City Council:

1. Award a contract services agreement in the amount of \$146,063.23 to Am-Tec Total Security Inc., for the City of Lawndale Security Improvement Project;
2. Approve the contingency amount of \$29,212.65 for the project to avoid delays and facilitate timely project completion.

ATTACHMENT

1. Contract Services Agreement

Attachment 1

CITY OF LAWNDALE
CONTRACT SERVICES AGREEMENT FOR
LAWNDALE SECURITY IMPROVEMENT PROJECT

This Contract Services Agreement ("Agreement") is made and entered into this 16th day of January, 2024, by and between the City of Lawndale, a municipal corporation ("City"), and Am-Tec Total Security Inc. ("Contractor"). The term Contractor includes professionals performing in a consulting capacity or contractors performing contract services. The parties hereto agree as follows:

1.0 SERVICES OF CONTRACTOR

1.1 Scope of Services. In compliance with all terms and conditions of this Agreement, Contractor shall provide the work and services specified in the "Scope of Services" attached hereto as *Exhibit "A"* and incorporated herein by this reference. Contractor warrants that all work or services set forth in the Scope of Services will be performed in a competent, professional and satisfactory manner.

1.2 Contractor's Proposal. The Scope of Services shall include the Contractor's proposal or bid which shall be incorporated herein by this reference as though fully set forth herein. In the event of any inconsistency between the terms of such proposal and this Agreement, the terms of this Agreement shall govern.

1.3 Compliance with Law. All work and services rendered hereunder shall be provided in accordance with all ordinances, resolutions, statutes, rules, and regulations of the City and any Federal, State or local governmental agency having jurisdiction.

1.4 Licenses, Permits, Fees and Assessments. Contractor shall obtain at its sole cost and expense, such licenses, permits and approvals as may be required by law for the performance of the services required by this Agreement. Contractor shall have the sole obligation to pay for any fees, assessments, taxes, including applicable penalties and interest, which may be imposed by law and arise from or are necessary for the Contractor's performance of the services required by this Agreement; and shall indemnify, defend and hold harmless City against any claim for such fees, assessments, taxes, penalties or interest levied, assessed or imposed against City hereunder.

1.5 Familiarity with Work. By executing this Agreement, Contractor warrants that Contractor (a) has thoroughly investigated and considered the scope of services to be performed, (b) has carefully considered how the work and services should be performed, and (c) fully understands the facilities, difficulties and restrictions attending performance of the services under this Agreement.

1.6 Additional Services. City shall have the right at any time during the performance of the services, without invalidating this Agreement, to order extra work beyond that specified in the Scope of Services or make changes by altering, adding to or deducting from said work. No such

extra work may be undertaken unless a written order is first given by the Contract Officer to the Contractor, incorporating therein any adjustment in (i) the Contract Sum, and/or (ii) the time to perform this Agreement, which said adjustments are subject to the written approval of the Contractor. Any increase in compensation of up to five percent (5%) of the Contract Sum or \$25,000, whichever is less, may be approved by the Contract Officer. Any greater increases, taken either separately or cumulatively, must be approved by the City Council. It is expressly understood by Contractor that the provisions of this Section shall not apply to services specifically set forth in the Scope of Services or reasonably contemplated therein. Contractor hereby acknowledges that it accepts the risk that the services to be provided pursuant to the Scope of Services may be more costly or time consuming than Contractor anticipates and that Contractor shall not be entitled to additional compensation, therefore.

1.7 Special Requirements. Additional terms and conditions of this Agreement, if any, which are made a part hereof are set forth in the "Special Requirements" attached hereto as *Exhibit "B"* and incorporated herein by this reference. In the event of a conflict between the provisions of *Exhibit "B"* and any other provisions of this Agreement, the provisions of *Exhibit "B"* shall govern.

1.8 Environmental Laws. Contractor shall comply with all applicable environmental laws, ordinances, codes and regulations of Federal, State, and local governments. Contractor shall also comply with all applicable mandatory standards and policies relating to energy efficiency.

2.0 COMPENSATION

2.1 Contract Sum. For the services rendered pursuant to this Agreement, Contractor shall be compensated in accordance with the "Schedule of Compensation" attached hereto as *Exhibit "C"* and incorporated herein by this reference, but not exceeding the maximum contract amount of **One Hundred Seventy-Five Thousand and Two Hundred Seventy-Five dollars and Eighty-Eight cents (\$175,275.88)** ("Contract Sum"), except as provided in Section 1.6. The method of compensation may include: (i) a lump sum payment upon completion, (ii) payment in accordance with the percentage of completion of the services, (iii) payment for time and materials based upon the Contractor's rates as specified in the Schedule of Compensation, but not exceeding the Contract Sum or (iv) such other methods as may be specified in the Schedule of Compensation. Compensation may include reimbursement for actual and necessary expenditures approved by the Contract Officer in advance if specified in the Schedule of Compensation. The Contract Sum shall include the attendance of Contractor at all project meetings reasonably deemed necessary by the City.

Contractor agrees that if Contractor becomes aware of any facts, circumstances, techniques, or events that may or will materially increase or decrease the cost of the work or services or, if Contractor is providing design services, the cost of the project being designed, Contractor shall promptly notify the Contract Officer of said fact, circumstance, technique or event and the estimated increased or decreased cost related thereto and, if Contractor is providing design services, the estimated increased or decreased cost estimate for the project being designed.

2.2 Method of Payment. Unless some other method of payment is specified in the Schedule of Compensation, in any month in which Contractor wishes to receive payment, no later than the first (1st) working day of such month, Contractor shall submit to the City, in a form approved by the City's Director of Finance, an invoice for services rendered prior to the date of the invoice. Except as provided in Section 7.2, City shall pay Contractor for all expenses stated thereon which are approved by City pursuant to this Agreement generally within thirty (30) days, and no later than forty-five (45) days, from the submission of an invoice in an approved form.

2.3 Availability of Funds. It is mutually understood between the parties that this Agreement is valid and enforceable only if sufficient funds are made available by the City Council of the City for the purposes of this Agreement. The availability of funding is affected by matters outside the City's control, including other governmental entities. Accordingly, the City has the option to void the whole Agreement or to amend the Agreement to reflect unanticipated reduction in funding for any reason.

3.0 PERFORMANCE SCHEDULE

3.1 Time of Essence. Time is of the essence in the performance of this Agreement.

3.2 Schedule of Performance. Contractor shall commence the services pursuant to this Agreement upon receipt of a written notice to proceed and shall perform all services within the time period(s) established in the "Schedule of Performance" attached hereto as *Exhibit "D"*, if any, and incorporated herein by this reference. When requested by the Contractor, extensions to the time period(s) specified in the Schedule of Performance may be approved in writing by the Contract Officer but not exceeding one hundred eighty (180) days cumulatively.

3.3 Force Majeure. The time period(s) specified in the Schedule of Performance for performance of the services rendered pursuant to this Agreement shall be extended because of any delays due to unforeseeable causes beyond the control and without the fault or negligence of the Contractor, including, but not restricted to, acts of God or of the public enemy, unusually severe weather, fires, earthquakes, floods, epidemics, quarantine restrictions, riots, strikes, freight embargoes, wars, litigation, and/or acts of any governmental agency, including the City, if the Contractor shall, within ten (10) days of the commencement of such delay, notify the Contract Officer in writing of the causes of the delay. The Contract Officer shall ascertain the facts and the extent of delay and extend the time for performing the services for the period of the enforced delay when and if, in the judgment of the Contract Officer, such delay is justified. The Contract Officer's determination shall be final and conclusive upon the parties to this Agreement. In no event shall Contractor be entitled to recover damages against the City for any delay in the performance of this Agreement, however caused; Contractor's sole remedy being extension of the Agreement pursuant to this Section.

3.4 Term. Unless earlier terminated in accordance with Section 7.4 below, this Agreement shall continue in full force and effect until completion of the services no later than May 31, 2024.

4.0 COORDINATION OF WORK

4.1 Representative of Contractor. Ruth Torok is hereby designated as being the representative of Contractor authorized to act on its behalf with respect to the work or services specified herein and to make all decisions in connection therewith.

It is expressly understood that the experience, knowledge, capability and reputation of the representative was a substantial inducement for City to enter into this Agreement. Therefore, the representative shall be responsible during the term of this Agreement for directing all activities of Contractor and devoting sufficient time to personally supervise the services hereunder. For purposes of this Agreement, the representative may not be replaced, nor may his responsibilities be substantially reduced by Contractor without the express written approval of City.

4.2 Contract Officer. The City's City Manager is hereby designated as the representative of the City authorized to act in its behalf with respect to the work and services and to make all decisions in connection therewith ("Contract Officer"). It shall be the Contractor's responsibility to assure that the Contract Officer is kept informed of the progress of the performance of the services and the Contractor shall refer any decisions which must be made by City to the Contract Officer. The City may designate another Contract Officer by providing written notice to Contractor.

4.3 Prohibition Against Subcontracting or Assignment. The experience, knowledge, capability and reputation of Contractor, its principals and employees were a substantial inducement for the City to enter into this Agreement. Therefore, Contractor shall not contract with any other entity to perform in whole or in part the services required hereunder without the express written approval of the City. In addition, neither this Agreement nor any interest herein may be transferred or assigned without the prior written approval of City. Transfers restricted hereunder shall include the transfer to any person or group of persons acting in concert of more than twenty five percent (25%) of the present ownership and/or control of Contractor taking all transfers into account on a cumulative basis. A prohibited transfer or assignment shall be void. No approved transfer shall release the Contractor or any surety of Contractor of any liability hereunder without the express consent of City.

4.4 Independent Contractor. Neither the City nor any of its employees shall have any control over the manner or means by which Contractor, its agents or employees, perform the services required herein, except as otherwise set forth herein. Contractor shall perform all services required herein as an independent contractor of City and shall remain under only such obligations as are consistent with that role. Contractor shall not at any time or in any manner represent that it or any of its agents or employees are agents or employees of City. City shall not in any way or for any purpose become or be deemed to be a partner of Contractor in its business or otherwise or a joint venturer or a member of any joint enterprise with Contractor.

5.0 INSURANCE AND INDEMNIFICATION

5.1 Insurance. Contractor shall procure and maintain, at its sole cost and expense, in a form and content satisfactory to City, during the entire term of this Agreement including any extension thereof, the following policies of insurance:

(a) Commercial General Liability Insurance. A policy of commercial general liability insurance using Insurance Services Office "Commercial General Liability" policy form CG 00 01, with an edition date prior to 2004, or the exact equivalent. Coverage for an additional insured shall not be limited to its vicarious liability. Defense costs must be paid in addition to limits. Limits shall be no less than \$1,000,000 per occurrence for all covered losses and no less than \$2,000,000 general aggregate.

(b) Workers' Compensation Insurance. A policy of workers' compensation insurance on a state-approved policy form providing statutory benefits as required by law with employer's liability limits no less than \$1,000,000 per accident for all covered losses.

(c) Automotive Insurance. A policy of comprehensive automobile liability insurance written on a per occurrence basis in an amount not less than \$2,000,000.00 per accident, combined single limit. Said policy shall include coverage for owned, non owned, leased and hired cars.

(d) Professional Liability or Error and Omissions Insurance. A policy of _____ insurance in an amount not less than \$1,000,000.00 per claim with respect to loss arising from the actions of Contractor performing professional services hereunder on behalf of the City.

All of the above policies of insurance shall be primary insurance. The general liability policy shall name the City, its officers, employees and agents ("City Parties") as additional insureds and shall waive all rights of subrogation and contribution it may have against the City and the City's Parties and their respective insurers. Moreover, the insurance policy must specify that where the primary insured does not satisfy the self-insured retention, any additional insured may satisfy the self-insured retention. All of said policies of insurance shall also provide that said insurance may not be cancelled without providing ten (10) days prior written notice by registered mail to the City. In the event any of said policies of insurance are cancelled or amended, Contractor shall, prior to the cancellation or amendment date, submit new evidence of insurance in conformance with this Section 5.1 to the Contract Officer. No work or services under this Agreement shall commence until Contractor has provided City with Certificates of Insurance or appropriate insurance binders evidencing the above insurance coverages and said Certificates of Insurance or binders are approved by City.

Contractor agrees that the provisions of this Section 5.1 shall not be construed as limiting in any way the extent to which Contractor may be held responsible for the payment of damages to any persons or property resulting from Contractor's activities or the activities of any person or persons for which Contractor is otherwise responsible.

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

In the event that the Contractor is authorized to subcontract any portion of the work or services provided pursuant to this Agreement, the contract between the Contractor and such subcontractor shall require the subcontractor to maintain the same policies of insurance that the Contractor is required to maintain pursuant to this Section 5.1.

5.2 Indemnification.

(a) Indemnity for Professional Liability. When the law establishes a professional standard of care for Contractor's services, to the fullest extent permitted by law, Contractor shall indemnify, defend and hold harmless City and the City's Parties from and against any and all losses, liabilities, damages, costs and expenses, including attorneys' fees and costs to the extent same are caused in whole or in part by any negligent or wrongful act, error or omission of Contractor, its officers, agents, employees of subcontractors (or any entity or individual for which Contractor shall bear legal liability) in the performance of professional services under this Agreement.

(b) Indemnity for Other Than Professional Liability. Other than in the performance of professional services and to the full extent permitted by law, Contractor shall indemnify, defend and hold harmless City and City's Parties from and against any liability (including liability for claims, suits, actions, losses, expenses or costs of any kind, whether actual, alleged or threatened, including attorneys' fees and costs, court costs, defense costs and expert witness fees), where the same arise out of, are a consequence of, or are in any way attributable to, in whole or in part, the performance of this Agreement by Contractor or by any individual or entity for which Contractor is legally liable, including but not limited to officers, agents, employees or subcontractors of Contractor.

6.0 **RECORDS AND REPORTS**

6.1 Reports. Contractor shall periodically prepare and submit to the Contract Officer such reports concerning the performance of the services required by this Agreement as the Contract Officer shall require.

6.2 Records. Contractor shall keep, and require subcontractors to keep, such books and records as shall be necessary to perform the services required by this Agreement and enable the Contract Officer to evaluate the performance of such services. The Contract Officer shall have full and free access to such books and records at all times during normal business hours of City, including the right to inspect, copy, audit and make records and transcripts from such records. Such records shall be maintained for a period of three (3) years following completion of the services hereunder, and the City shall have access to such records in the event any audit is required.

6.3 Ownership of Documents. All drawings, specifications, reports, records, documents and other materials prepared by Contractor, its employees, subcontractors and agents in the performance of this Agreement shall be the property of City and shall be delivered to City upon request of the Contract Officer or upon the termination of this Agreement and Contractor shall have no claim for further employment or additional compensation as a result of the exercise by City of its full rights of ownership of such documents and materials. Contractor may retain copies of such documents for its own use and Contractor shall have an unrestricted right to use the concepts embodied therein. Any use of such completed documents by City for other projects and/or use of uncompleted documents without specific written authorization by the Contractor will be at the City's sole risk and without liability to Contractor and the City shall indemnify the Contractor for all damages resulting therefrom. All subcontractors shall provide for assignment to City of any documents or materials prepared by them, and in the event Contractor fails to secure such assignment, Contractor shall indemnify City for all damages resulting therefrom.

7.0 ENFORCEMENT OF AGREEMENT

7.1 California Law. This Agreement shall be construed and interpreted both as to validity and to performance of the parties in accordance with the laws of the State of California. Legal actions concerning any dispute, claim or matter arising out of or in relation to this Agreement shall be instituted in the Superior Court of the County of Los Angeles, State of California, or any other appropriate court in such county, and Contractor agrees to submit to the personal jurisdiction of such court in the event of such action.

7.2 Retention of Funds. Contractor hereby authorizes City to deduct from any amount payable to Contractor (whether or not arising out of this Agreement) (i) any amounts the payment of which may be in dispute hereunder or which are necessary to compensate City for any losses, costs, liabilities, or damages suffered by City, and (ii) all amounts for which City may be liable to third parties, by reason of Contractor's acts or omissions in performing or failing to perform Contractor's obligation under this Agreement. In the event that any claim is made by a third party, the amount or validity of which is disputed by Contractor, City may withhold from any payment due, without liability for interest because of such withholding, an amount sufficient to cover such claim. The failure of City to exercise such right to deduct or to withhold shall not, however, affect the obligations of the Contractor to insure, indemnify, and protect City as elsewhere provided herein.

7.3 Waiver. No delay or omission in the exercise of any right or remedy by a nondefaulting party on any default shall impair such right or remedy or be construed as a waiver. A party's consent to or approval of any act by the other party requiring the party's consent or approval shall not be deemed to waive or render unnecessary the other party's consent to or approval of any subsequent act. Any waiver by either party of any default must be in writing and shall not be a waiver of any other default concerning the same or any other provision of this Agreement.

7.4 Termination Prior to Expiration of Term. Either party may terminate this Agreement at any time, with or without cause, upon thirty (30) days' written notice to the other party. Upon receipt of any notice of termination, Contractor shall immediately cease all work or services

hereunder except such as may be specifically approved by the Contract Officer. Contractor shall be entitled to compensation for the reasonable value of the work product actually produced prior to the effective date of the notice of termination and for any services authorized by the Contract Officer thereafter in accordance with the Schedule of Compensation and City shall be entitled to reimbursement for any compensation paid in excess of the services rendered.

7.5 Completion of Work After Termination for Default of Contractor. If termination is due to the failure of the Contractor to fulfill its obligations under this Agreement, City may, after compliance with the provisions of Section 7.2, take over the work and prosecute the same to completion by contract or otherwise, and the Contractor shall be liable to the extent that the total cost for completion of the services required hereunder exceeds the compensation herein stipulated (provided that the City shall use reasonable efforts to mitigate such damages), and City may withhold any payments to the Contractor for the purpose of set-off or partial payment of the amounts owed the City as previously stated.

7.6 Attorneys' Fees. If either party to this Agreement is required to initiate or defend or made a party to any action or proceeding in any way connected with this Agreement, the prevailing party in such action or proceeding, in addition to any other relief which may be granted, shall be entitled to reasonable attorneys' fees, whether or not the matter proceeds to judgment, and to all other reasonable costs for investigating such action, taking depositions and discovery, including all other necessary costs the court allows which are incurred in such litigation.

8.0 CITY OFFICERS AND EMPLOYEES: NON-DISCRIMINATION

8.1 Non-liability of City Officers and Employees. No officer or employee of the City shall be personally liable to the Contractor, or any successor in interest, in the event of any default or breach by the City or for any amount which may become due to the Contractor or to its successor, or for breach of any obligation of the terms of this Agreement.

8.2 Conflict of Interest; City. No officer or employee of the City shall have any financial interest in this Agreement nor shall any such officer or employee participate in any decision relating to the Agreement which affects his financial interest or the financial interest of any corporation, partnership or association in which he is interested, in violation of any State statute or regulation.

8.3 Conflict of Interest; Contractor. Contractor warrants that it has not paid or given and will not pay or give any third party any money or other consideration for obtaining this Agreement. Contractor shall comply with all conflict of interest laws and regulations including, without limitation, City's Conflict of Interest Code which is on file in the City Clerk's office. Accordingly, should the City Manager determine that Contractor will be performing a specialized or general service for the City and there is substantial likelihood that the Contractor's work product will be presented, either written or orally, for the purpose of influencing a governmental decision, the Contractor and its officers, agents or employees, as applicable, shall be subject to the City's Conflict of Interest Code.

8.4 Covenant Against Discrimination. Contractor covenants that, by and for itself, its executors, assigns, and all persons claiming under or through them, that there shall be no discrimination against or segregation of, any person or group of persons on account of race, color, creed, religion, sex, marital status, national origin, or ancestry in the performance of this Agreement. Contractor shall take affirmative action to insure that applicants are employed and that employees are treated during employment without regard to their race, color, creed, religion, sex, marital status, national origin or ancestry.

9.0 MISCELLANEOUS PROVISIONS

9.1 Notice. Any notice or other communication either party desires or is required to give to the other party or any other person shall be in writing and either served personally or sent by prepaid, first-class mail, in the case of the City, to the City Manager and to the attention of the Contract Officer, City of Lawndale, 14717 Burin Avenue, Lawndale, California 90260, and in the case of the Contractor, to the person at the address designated on the execution page of this Agreement. Either party may change its address by notifying the other party of the change of address in writing. Notice shall be deemed communicated at the time personally delivered or in seventy-two (72) hours from the time of mailing if mailed as provided in this Section.

9.2 Interpretation. The terms of this Agreement shall be construed in accordance with the meaning of the language used and shall not be construed for or against either party by reason of the authorship of this Agreement or any other rule of construction which might otherwise apply.

9.3 Integration; Amendment. It is understood that there are no oral agreements between the parties hereto affecting this Agreement and this Agreement supersedes and cancels any and all previous negotiations, agreements and understandings, if any, between the parties, and none shall be used to interpret this Agreement. This Agreement may be amended at any time by an instrument in writing signed by both parties.

9.4 Severability. Should a portion of this Agreement be declared invalid or unenforceable by a judgment or decree of a court of competent jurisdiction, such invalidity or unenforceability shall not affect any of the remaining portions of this Agreement which are hereby declared as severable and shall be interpreted to carry out the intent of the parties unless the invalid provision is so material that its invalidity deprives either party of the basic benefit of their bargain or renders this Agreement meaningless.

9.5 Corporate Authority. The persons executing this Agreement on behalf of the parties hereto warrant that (i) such party is duly organized and existing, (ii) they are duly authorized to execute and deliver this Agreement on behalf of said party, (iii) by so executing this Agreement, such party is formally bound to the provisions of this Agreement, and (iv) the entering into this Agreement does not violate any provision of any other Agreement to which said party is bound.

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

CITY:
CITY OF LAWNDAL, E,
a municipal corporation

By: _____
Robert Pullen-Miles, Mayor

ATTEST:

Erica Harbison, City Clerk

APPROVED AS TO FORM:
Burke Williams & Sorensen, LLP

Gregory M. Murphy, City Attorney

CONTRACTOR:
Am-Tec Total Security Inc.
a [California corporation]

By: _____
Name: Ruth Torok
Title: President

By: _____
Name: Jeff Torok
Title: Vice President

Address: 4075 Schaefer Avenue,
Chino, CA 91710

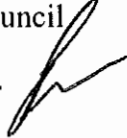


CITY OF LAWDALE

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

DATE: January 16, 2024

TO: Honorable Mayor and City Council

FROM: Sean M. Moore, City Manager 

PREPARED BY: Michael Reyes, Municipal Services Director

SUBJECT: **Recommendation to Continue to Use Everbridge as the Citywide Emergency Notification System**

BACKGROUND

The City of Lawndale, like all cities is susceptible to emergencies, both naturally occurring and manmade. During these emergencies, it is imperative for cities to have an operational emergency broadcasting system to provide information to the public. At the December 5, 2022, City Council meeting the City Council elected to implement Everbridge as the mass notification system for the City of Lawndale. This system provides the City with the ability to communicate urgent messages to the entire City population through various platforms and devices, simultaneously, and in multiple languages.

STAFF REVIEW

For the past year, Staff have been using and updating the Everbridge system so that in the event of an emergency, the City will have the ability to communicate vital warnings and information to the public. The Everbridge Mass Notification System allows for mass messaging to thousands of devices across multiple formats including cell phones, land lines, text messaging systems, faxes, and emails. Everbridge also has the ability to broadcast alerts using multiple languages to target various population centers. Everbridge currently partners with every neighborhood city in the South Bay and is already operating successfully.

LEGAL REVIEW

No legal review is necessary, as the contract terms will not be changing. The City Attorney has reviewed this staff report.

FISCAL REVIEW

Staff anticipates a cost of \$16,667 to cover one year's fees and professional services costs which is a reduction from the cost for last year's services which included start up fees and connection fees. These costs have not been budgeted for and therefore a budget amendment of \$16,667 is needed in account 100-160-530.100 General Fund General Operations Contract Services.

RECOMMENDATION

Staff recommends that the City Council 1) Approve funding to retain Everbridge Mass Notification Pro as its sole provider for emergency messaging, and communications in the event of a natural or manmade disaster; and 2) Authorize the City Manager to execute the Renewal Quote for One-Year between the City of Lawndale and Everbridge.

ATTACHMENT

1. Renewal Option/Quote for One-Year from Everbridge

Attachment 1



155 North Lake Avenue, Suite 900
Pasadena, CA 91101 USA

Phone: +1-818-230-9700
Fax: +1-818-230-9505

everbridge.com



Prepared for:

Michael Reyes
City of Lawndale
14717 Burin Avenue
Lawndale CA 90260
United States
Ph: (310) 973-3226
Fax: +1.310.219.2770
Email: mreyes@lawndalecity.org

Quotation

Quote #: Q-166507
Date: 1/9/2024
Expires On: 1/31/2024
Confidential

Salesperson: Joanna Walter
Phone:
Email: joanna.walter@everbridge.com

Contract Summary Information:

Contract Period:	12 Months
Contract Start Date:	2/1/2024
Contract End Date:	1/31/2025

Contact Summary:

Household Count:	12,281
Employee Count:	

Qty	Description	Price
1	Mass Notification Pro	USD 7,204.08
31,807	Resident Connection - Life Safety - USA	USD 2,862.63
20	Proserve - Consulting Services Remote Delivered	USD 6,600.00
1	Calculated Set Up Fee	USD 0.00

Pricing Summary:

Year One Fees:	USD 10,066.71
One-time Implementation and Setup Fees:	USD 0.00
Professional Services:	USD 6,600.00
Total Year One Fees Due:	USD 16,666.71

Quote Terms:

1. Quote subject to the terms and conditions of the Master Services Agreement, including any amendments, executed between Everbridge, Inc. and the customer listed above.
2. Additional rates apply for all international communications
3. Subject to sales taxes where applicable.
4. Except for currency designation, the supplemental notes below, if any, supplied in this Quote are for informational purposes and not intended to be legally binding or override negotiated language of the Everbridge Inc. Master Service Agreement.

Supplemental Notes:

This quote assists in renewing services as is and extending Professional Services for onboarding and training.

Please, Sign, Date and Return:

Signature:

Date:

Name (Print):

Title:

Please, Sign, Date and Return:

Signature:

Date:

Name (Print):

Title:

Everbridge, Inc.
55 North lake Avenue, Suite 900
Pasadena, CA 91101
(818) 230-9700
THANK YOU FOR YOUR BUSINESS!



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

DATE: January 16, 2024
TO: Honorable Mayor and City Council
FROM: Yvette Hall, Assistant City Clerk *YH*
SUBJECT: Mayor/Councilmember Report of Attendance at Meetings and/or Events

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



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

DATE: January 16, 2024

TO: Honorable Mayor and City Council

FROM: Yvette Hall, Assistant City Clerk *YH*

SUBJECT: Conference with Labor Negotiator
The City Council will conduct a closed session, pursuant to Government Code section 54957.6, with the City Manager, the City Attorney, and the City's negotiators, regarding labor negotiations with Local 1895, Council 36, American Federation of State, County and Municipal Employees, AFL-CIO, representing the City's mid-management and classified employees.

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