CITY OF LAWNDALE

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

AGENDA
LAWNDALE CITY COUNCIL REGULAR MEETING
Monday, July 18, 2022 - 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 speakers' names are correctly recorded in the meeting minutes and, where appropriate, to provide contact information for later staff follow-up. You are still eligible to submit comment via the Temporary eComment Policy for Public Meetings, the comments will be read verbatim into the record.

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, with limited capacity, while strictly adhering to the **City Facilities Entry Protocols**. 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 & Frontier Channel 3.

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

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

A. CALL TO ORDER AND ROLL CALL

B. CEREMONIALS (Flag Salute and Inspiration)

C. PRESENTATION

1. Drought Update
Presented by: Edwin De Leon, Water Use Efficiency Manager, Golden State Water

D. PUBLIC SAFETY REPORT

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

F. COMMENTS FROM COUNCIL

G. CONSENT CALENDAR

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

2. Consideration of Claim Against the City
Recommendation: that the City Council reject the claim filed by Billye Fairley-Hernandez and instruct staff to process the appropriate correspondence to the claimant.

3. **Approve and Readopt the City-Wide Salary Pay Schedule for Fiscal Year 2022-2023**
Recommendation: that the City Council approve Resolution No. CC-2207-038, readopting the City-wide Salary/Pay Schedule for all approved AFSCME and CMT positions.

4. **Accounts Payable Register**
Recommendation: that the City Council adopt Resolution No. CC-2207-036, authorizing the payment of certain claims and demands in the amount of $1,060,174.38

5. **Minutes of the Lawndale City Council Special Meeting – June 21, 2022**
Recommendation: that the City Council approve.

6. **Minutes of the Lawndale City Council Regular Meeting – June 21, 2022**
Recommendation: that the City Council approve.

H. ADMINISTRATION

7. **California State Grant Funds for a Multi-Use Facility**
Recommendation: that the City Council City Council adopt Resolution CC-2207-037 to receive state funding for teen center complex project and authorizing the City Manager to execute agreements with California Natural Resources Agency.

8. **League of California Cities Annual Conference**
Recommendation: that the City Council (a) select a delegate and an alternate to represent the city at the 2022 League of California Cities Annual Conference and (b) direct staff in the City Clerk Department to forward the appropriate formal minute action of such designation to the League of California Cities and the City Manager Department and (c) determine if additional Councilmembers will attend the conference, including the funding account and, if yes (d) direct the Director of Finance to identify and appropriate the additional funding required , and make the appropriate transfer of funds to City Council travel expense accounts.

9. **School Crossing Guard Service review for Academic Year 2022-23**
Recommendation: that the City Council consider the following three options as it pertains to the potential elimination of crossing locations for the academic year 2022-23: a) Make no changes to the existing agreement b) Manhattan Beach Blvd./ Prairie Ave., Freeman Ave. /Marine Ave., and W. 169th St. /Hawthorne Blvd., c) Manhattan Beach Blvd. /Prairie Ave., Freeman Ave./Marine Ave., and Freeman Ave./ Manhattan Beach Blvd. d) Manhattan Beach Blvd. /Prairie Ave., Firmona Ave./ Manhattan Beach Blvd., and Freeman Ave./ Manhattan Beach Blvd. e) Manhattan Beach Blvd./ Prairie Ave., Freeman Ave./ Marine Ave., and W. 154th St./Osage Ave.

10. **Community Development Permit Deposit Based Fees**
Recommendation: that the City Council receive and file the Community Development Deposits Report.

11. **Community Development Permit Fees Report**
Recommendation: that the City Council receive and file the Community Development Permit Fees Report.

12. Quarterly Investment Report for June 30, 2022
Recommendation: that the City Council receive and file the Quarterly Investment Report for the quarter ended June 30, 2022.

13. Second Amendment to the Contract Services Agreement for Staff Augmentation Professional Services
Recommendation: that the City Council approve the Second Amendment to the Contract Services Agreement with W.G. Zimmerman Engineering, Inc. for 2022 Public Works Department staff augmentation for an amount not-to exceed of $72,000.

14. 2022 Illegal Firework Suppression Plan Update
Recommendation: that the City Council review and file the 2022 Illegal Fireworks Suppression Plan Update.

15. Consideration of Ordinance making possession of Catalytic Converters a violation of the Lawndale Municipal Code
Recommendation: that the City Council direct staff to draft an ordinance making the possession of a catalytic converter a violation of the Lawndale Municipal Code.

16. Coyote Plan Update
Recommendation: that the City Council receive and file the Coyote Plan Update report.

17. Updated on Commercial Vehicle Parking on Prairie Ave.
Recommendation: that the City Council receive and file the Commercial Vehicle Update on Prairie Ave.

I. CITY MANAGER REPORT

J. ITEMS FROM CITY COUNCILMEMBERS

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

K. CLOSED SESSION

19. Conference with Legal Counsel – Existing Litigation
The City Council will conduct a closed session, pursuant to Government Code Sections 54956.9(d)(1) for the matter entitled Rancho Palos Verdes, et al. v. Rob Bonta, et al, LASC Case No. 22STCP02369.

L. ADJOURNMENT

The next regularly scheduled meeting of the City Council will be held at 6:30 p.m. on Monday, August 1, 2022 in the Lawndale City Hall council chamber, 14717 Burin Avenue, Lawndale, California.

It is the intention of the City of Lawndale to comply with the Americans with Disabilities Act (ADA) in all respects. If, as an attendee or a participant at this meeting, you will need special assistance beyond what is normally provided, we will attempt to accommodate you in every reasonable manner. Please

contact the City Clerk Department (310) 973-3213 prior to the meeting to inform us of your particular needs and to determine if accommodation is feasible. Please advise us at that time if you will need accommodations to attend or participate in meetings on a regular basis.

I hereby certify under penalty of perjury under the laws of the State of California that the Agenda for the regular meeting of the City Council to be held on July 18, 2022 was posted not less than 72 hours prior to the meeting.

_____
Cynthia Rodriguez, Administrative Assistant

Back to Agenda

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

DATE: July 18, 2022

TO: Honorable Mayor and City Council

FROM: Cynthia Rodriguez, Administrative Assistant II

SUBJECT: Presentation- Drought Update

Drought Update Presented by Edwin DeLeon, Water Use Efficiency Manager, Golden State Water Company.

Presentation attached.



Golden State
Water Company
A Subsidiary of American States Water Company

Drought Update

Edwin DeLeon

Water Use Efficiency Manager

July 18, 2022

gswater.com



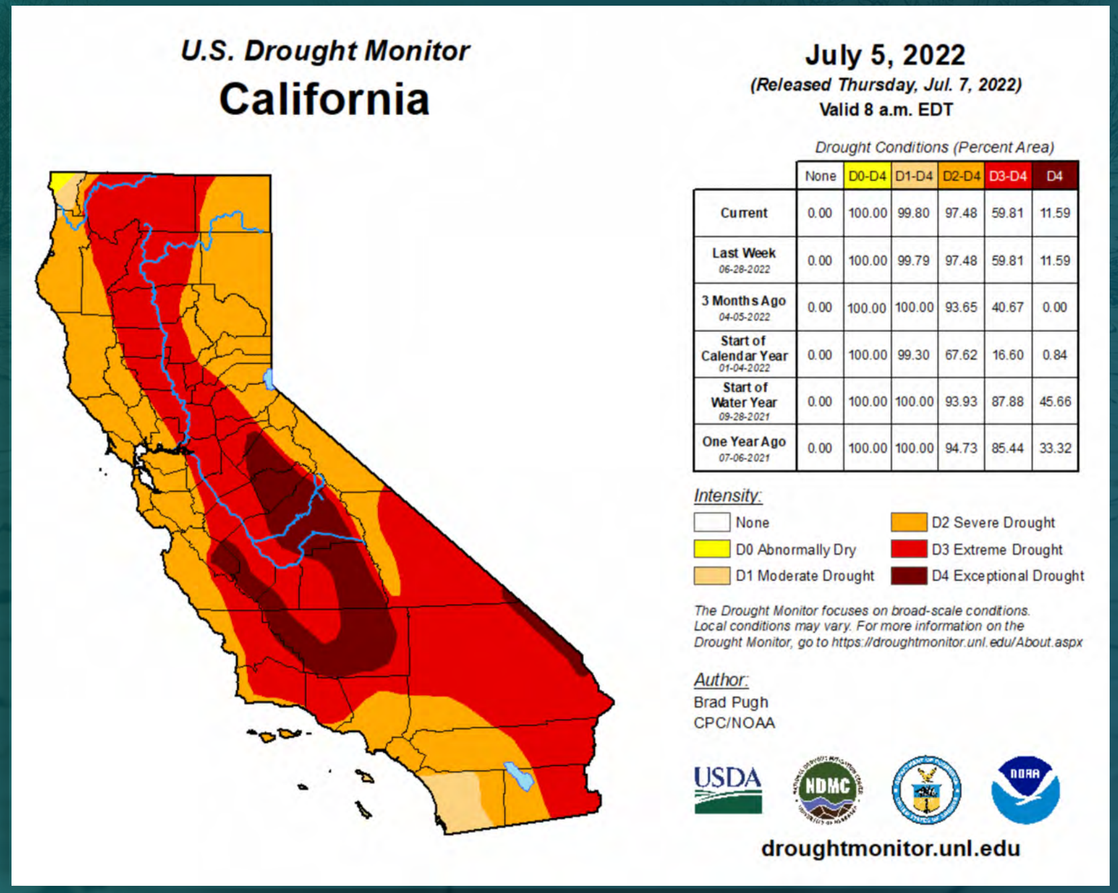
gswater.com/conservation

Overview

- Current Conditions
- Schedule 14.1
- Impacts to Lawndale

Current Conditions

- On January 4, 2022, the **SWRCB adopted an Emergency Regulation prohibiting certain wasteful water use practices**
- In March 2022, Executive Order N-7-22 called for the **State Water Resources Control Board to adopt more stringent water conservation regulations by May 25**
- In May 2022, **the State Water Resources Control Board adopts regulations to require urban water suppliers to implement Level 2**
- On May 27, **Golden State Water filed an Advice Letter with the CPUC seeking approval to move to Stage 2 of our Water Shortage Contingency Plans**
- **All Golden State Water systems are in Stage 2, effective June 26**



gswater.com/conservation

Lawndale

Water delivered to customers in the Southwest System is a blend of groundwater pumped from the West and Central Coast Groundwater Basins and imported water from the Colorado River Aqueduct and State Water Project (imported and distributed by Metropolitan Water District of Southern California).



gswater.com/conservation

Water Shortage Contingency Plan

gswater.com/conservation

Schedule 14.1

- GSWC's proactive implementation of our Schedule 14.1 plans in August 2021 has well-positioned GSWC customers in reducing demand during the current drought
- GSWC issued Tier 2 Advice letters to move to Stage 2 in all other water systems, effective June 26
- Stage 2 requires 20% mandatory water reduction (compared to same monthly usage in 2020)



Watering Schedule

gswater.com/conservation

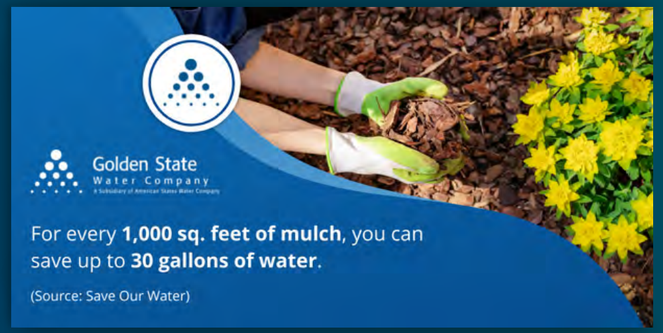
Customers are limited to two-days-per week watering

Addresses Ending in:	Watering Days:
Even Numbers (0, 2, 4, 6, 8)	Sunday, Wednesday
Odd Numbers (1, 3, 5, 7, 9)	Tuesday, Saturday

Drought Education

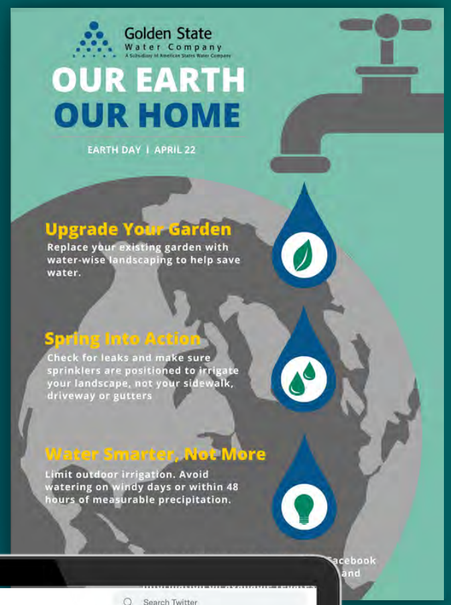
gswater.com/conservation

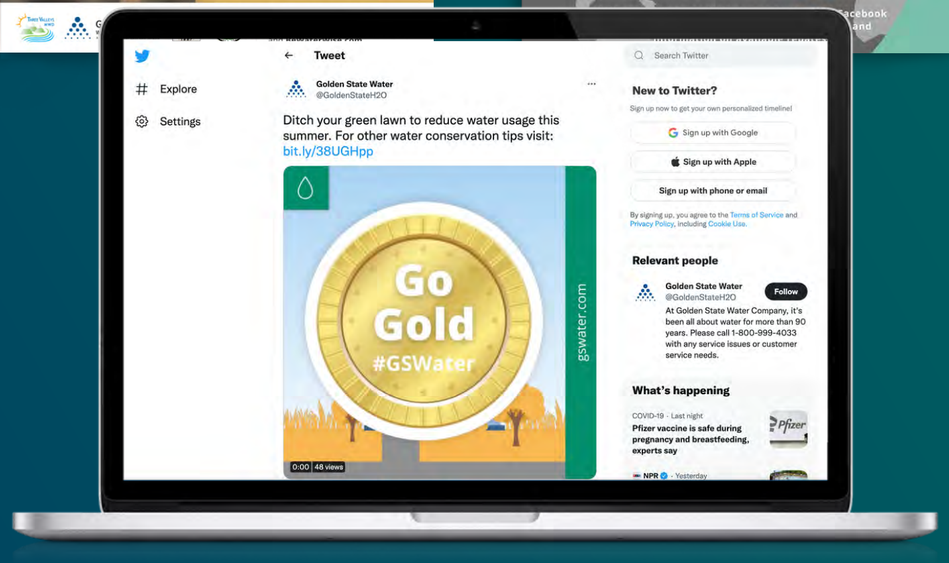


















gswater.com

Support Drought Communications

Engage with us on Facebook and Twitter at **@GoldenStateH2O**

Visit **GSWATER.com/Southwest** for the latest news and updates

Website	Email	Facebook/Twitter	Phone
Gswater.com/conservation	conservation@gswater.com	@GoldenStateH2O	800.999.4033

CITY OF LAWNDALE

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

DATE: July 18, 2022

TO: Honorable Mayor and City Council

FROM: Sean M. Moore, City Manager

PREPARED BY: Raylette Felton, Assistant to the City Manager/ Human Resources Director

SUBJECT: Consideration of Claims for Damage against the City

BACKGROUND

The City of Lawndale received a claim for property damage filed by Billye Fairley-Hernandez (Claimant) on May 11, 2022. The claim filed alleged that on April 29, 2022, a South Bay Landscaping employee hit their personal vehicle with a weed trimmer, causing damage. This matter was referred to the City's third party claims administrator (Carl Warren & Company) for review and investigation.

STAFF REVIEW

The City's third party claims administrator, Carl Warren & Company, reviewed and completed investigation regarding filed claim. Based on an investigation completed by Carl Warren, it was determined that the liability for the claim could not be assigned to the City and recommends that the City reject the claim as filed.

LEGAL REVIEW

None.

RECOMMENDATION

Staff recommends that the City Council reject the claim filed by Billye Fairley-Hernandez and instruct staff to process the appropriate correspondence to the claimants.

Attachments: 1) Claim for Damages to Person or Property and Rejection Notice – Billye Fairley-Hernandez (3032867 - JBG)

CITY OF LAWNDALE
CLAIM FOR DAMAGES TO PERSON OR PROPERTY

Reserve for Filing Stamp

File with the City Clerk
14717 Burin Ave., Lawndale, CA 90260
(310) 973-3200, Fax: (310) 644-4556

'22 MAY 11 1:26PM

Claim No.: _____

Instructions:

1. Claims for death, injury to person or to personal property must be filed not later than six (6) months after the occurrence. (Gov. Code Sec. 911.2)
2. Claims for damages to real property must be filed not later than one (1) year after the occurrence. (Gov. Code Sec. 911.2)
3. Read entire claim form before filing.
4. See page 2 for diagram upon which to locate place of accident.
5. This claim form must be signed on page 2 at bottom.
6. Attach separate sheets, if necessary, to give full details. SIGN EACH SHEET.
7. Claim must be filed with the City Clerk. (Gov. Code Sec. 915a)

CITY OF LAWNDALE			
Claimant's Name	Billye Fairley Hernandez	Claimant's Occupation	Outreach person
Claimant's Home Address		Claimant's Home Phone #	( )
Claimant's Business Address		Claimant's Business Phone #	( )

Address and telephone number to which you desire notices or communications to be sent regarding this claim:
Home address

When did DAMAGE or INJURY occur? Date: 4/29/22 Time: around 1:30pm
If claim is for Equitable Indemnity, give date claimant served with the complaint: Date: _____
Names of any city employees involved in INJURY or DAMAGE
South Bay Landscaping employee

Where did DAMAGE or INJURY occur? Describe fully, and locate on diagram on reverse side of this sheet. Where appropriate, give street names and address and measurements from landmarks:
Turn (L) Lane 154th & Hawthorne

Describe in detail how the DAMAGE or INJURY occurred.
Maintenance person Hit the Car w/ Weed wacker

Why do you claim the city is responsible?
Because the Company was hired by the City

Describe in detail each INJURY or DAMAGE
Scratches and ding on the back passenger door

THIS CLAIM MUST BE SIGNED ON PAGE 2

The amount claimed, as of the date of presentation of this claim, is computed as follows:

Damages incurred to date (exact):	$	Estimated prospective damages as far as known:	$
Damage to property	$ 2788.19	Future expenses for medical and hospital care	$ 0
Expenses for medical and hospital care	$ 0	Future loss of earnings	$ 0
Loss of Earnings	$ 0	Other prospective special damages Car Rental	$ 250
Special Damages for	$ 0	Prospective general damages	$
		Total estimate prospective damages	$ 250
General Damages	$ 0		
Total Damages incurred to date	$ 2788.19		
		Total amount claimed as of date of presentation of this claim	$ 3,038.19

Was damage and/or injury investigated by police? Yes If so, what city? Laundale File #: _____

Were paramedics or ambulance called? No If so, name city or ambulance N/A

If injured, state date, time, N/A

name and address of doctor of your first visit N/A

WITNESSES to DAMAGE or INJURY: List all persons and addresses of person known to have information:

Name _____ Address _____ Phone _____

Name _____ Address _____ Phone _____

Name _____ Address _____ Phone _____

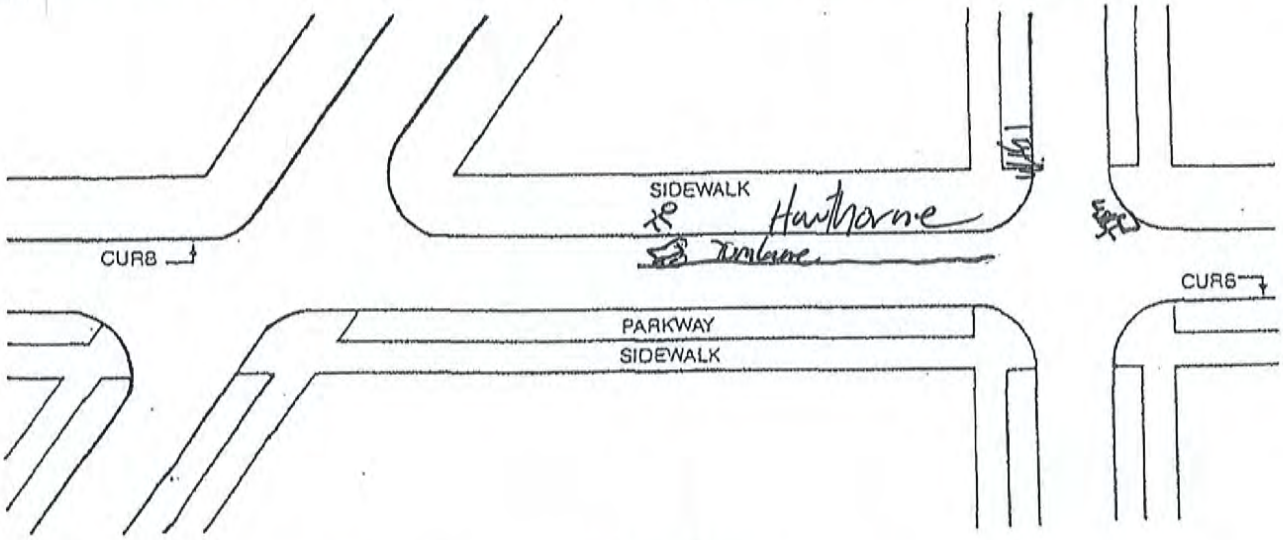
DOCTORS and HOSPITALS:

Hospital _____ Address _____ Date of Hospitalization _____

Doctor _____ Address _____ Date of Treatment _____

Doctor _____ Address _____ Date of Treatment _____

For all accident claims place on following diagram names of streets, including North, East, South and West; indicate place of accident by "X" and by showing house numbers or distances to street corners. If city vehicle was involved, designate by letter "A" location of city vehicle when you first saw it, and by "B" location of yourself or your vehicle when you first saw city vehicle; location of city vehicle at time of accident by "A-1" and location of yourself or your vehicle at the time of the accident by "B-1" and the point of impact by "X". NOTE: if diagrams below do not fit the situation, attach hereto a proper diagram signed by claimant.



Signature of Claimant or person filing on his/her behalf giving ~~relationship to Claimant~~:

Typed/Printed Name

Billy Hurley Hernandez

Date

5/11/22

CARL WARREN & COMPANY
Claims Management and Solutions

A VENBROOK Company

6/28/2022

TO: City of Lawndale

ATTENTION: Raylette Felton

RE:	Claim	: Billye Fairley-Hernandez V. Lawndale
	Claimant	: Billye Fairley-Hernandez
	Member	: City of Lawndale
	Date Rec'd by Mbr	: 05-11-2022
	Date of Event	: 04-29-2022
	CW File Number	: 3032867 JBG

Please allow this correspondence to acknowledge receipt of the captioned claim. Please take the following action:

- **CLAIM REJECTION:** ***Send a standard rejection letter to the claimant***

Please include a proof of mailing with your rejection notice to the claimant. Please provide us with a copy of the Notice of Rejection and copy of Proof of Mailing. If you have any questions, feel free to contact the assigned adjuster or the undersigned claims specialist.

Very truly yours,

Janice Baluyut

Janice Baluyut
Claims Examiner
Carl Warren & Company, LLC | A Venbrook Company
Direct: 657.622.4326
Email: JBaluyut@CarlWarren.com

CITY OF LAWNDALE

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

DATE: July 18, 2022

TO: Honorable Mayor and City Council

FROM: Sean M. Moore, City Manager

PREPARED BY: Raylette Felton, Assistant to the City Manager/ HR Director

SUBJECT: **Approve and Readopt the City-Wide Salary Pay Schedule for Fiscal Year 2022-2023**

BACKGROUND

On June 21, 2022, City Council approved Resolution No. CC-2202-031, adopting the City-wide Salary/ Pay Schedule for Fiscal Year 2022-23 for both American Federation of State, County and Municipal Employees, Local 1895, Council 36 (AFSCME) and Central Management Employees' (CMT) positions effective July 1, 2022, in compliance with applicable sections of the California Government Code. Due to clerical errors identified, staff is recommending City Council readopt a corrected citywide salary resolution for fiscal year 2022-2023.

STAFF REVIEW

City Council approves all salary and benefit schedules and/or adjustments for all City positions, to include position titles and pay rates/ranges for each bargaining unit, unrepresented employee groups and the City Manager.

In review of the adopted Resolution No. CC-2202-031, clerical errors were identified for certain part-time and full-time positions during the transferring of information to the consolidated citywide salary and pay schedule. Out of the abundance of caution to ensure compliance with applicable sections of the California Government Code, staff is recommending City Council approve and readopt a City-wide Salary/ Pay Schedule to reflect the City Council approved 1% salary adjustment effective July 1, 2022.

Attached for City Council's consideration is Resolution No. CC-2207-038 readopting the City-wide Salary/ Pay Schedule for Fiscal Year 2022-23 for all AFSCME and CMT positions effective July 1, 2022.

LEGAL REVIEW

The City Attorney has reviewed and approves the resolution as to form.

FUNDING

There is no fiscal impact associated with the readoption of the corrected City-wide Salary/ Pay Schedule. Any increases or changes to pay or titles will be subject to approval by the City Council.

RECOMMENDATION

Staff recommends that the City Council approve Resolution No. CC-2207-038, readopting the City-wide Salary/ Pay Schedule for all approved AFSCME and CMT positions.

Attachment: Resolution No. CC-2207-038 - A Resolution of the City Council of the City of Lawndale, California Approving and Readopting City-wide Salary and Pay Schedule for Fiscal Year 2022-23

RESOLUTION NO. CC-2207-038

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAWNDALE, CALIFORNIA APPROVING AND READOPTING THE PUBLICLY AVAILABLE CITY-WIDE SALARY AND PAY SCHEDULE AS REQUIRED BY CALPERS FOR FISCAL YEAR 2022-2023

WHEREAS, the City of Lawndale ("City") contracts with the California Public Employees' Retirement System ("CalPERS") to provide retirement benefits for its employees; and

WHEREAS, California Code of Regulations, Title 2, Section 570.5 requires governing bodies of local agencies contracting with CalPERS to approve and adopt a publicly available pay schedule in accordance with public meeting laws; and

WHEREAS, the pay schedule must identify each position by title, the individual pay rate amount or ranges for that position, and the time base upon which the amounts are based; and

WHEREAS, the City Council adopted Resolution No. CC-2206-031, adopting a publicly available pay schedule for the period covering fiscal year 2022 through 2023; and

WHEREAS, the City Council of the City now desires to readopt the pay schedule in accordance with the requirements of California Code of Regulations, Title 2, Section 570.5 to correct clerical errors identified in the previously adopted resolution to certain position salaries which became effective on July 1, 2022, which will supersede and replace Resolution No. CC-2206-031.

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

SECTION 1. That the City-wide Salary and Pay Schedule contained in Exhibit "A", attached hereto and made a part hereof, is hereby approved and readopted in accordance with the requirements of California Code of Regulations, Title 2, Section 570.5.

SECTION 2. That this City-wide Salary and Pay Schedule will be made available for public viewing via the City website for no less than five (5) years.

PASSED, APPROVED AND ADOPTED this 18th day of July, 2022.

_____

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-2207-038 at a regular meeting of said Council held on the 18th day of July, 2022, by the following roll call vote:

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

_____
Erica Harbison, City Clerk

APPROVED AS TO FORM:

_____
Gregory M. Murphy, City Attorney

EXHIBIT "A"

CITY OF LAWNDALE CITY-WIDE SALARY/ PAY SCHEDULE
FISCAL YEAR 2022-2023

corrected- 20220718

CITY OF LAWNDALE
CITY-WIDE SALARY/PAY SCHEDULE
FY- 2022-2023

CENTRAL MANAGEMENT EMPLOYEES (CMT) - 1% effective July 1, 2022

POSITION	Range	Step A		Step B		Step C		Step D		Step E	
		Mon	Annual	Mon	Annual	Mon	Annual	Mon	Annual	Mon	Annual
City Manager											206,264
Assistant City Clerk		9,259	111,108	9,722	116,664	10,208	122,496	10,718	128,619	11,254	135,050
Assistant to the City Manager/HR Director		9,259	111,108	9,722	116,664	10,208	122,496	10,718	128,619	11,254	135,050
Director of Community Services		9,259	111,108	9,722	116,664	10,208	122,496	10,718	128,619	11,254	135,050
Director of Municipal Services		9,259	111,108	9,722	116,664	10,208	122,496	10,718	128,619	11,254	135,050
Director of Community Development		**10,719**	**128,628**	**11,255**	**135,060**	**11,818**	**141,816**	**12,407**	**148,884**	**13,028**	**156,336**
Director of Finance/City Treasurer		**11,252**	**135,024**	**11,815**	**141,780**	**12,405**	**148,860**	**13,024**	**156,288**	**13,676**	**164,112**
Director of Public Works/City Engineer		**10,719**	**128,628**	**11,255**	**135,060**	**11,818**	**141,816**	**12,407**	**148,884**	**13,028**	**156,336**

AFSCME MID-MANAGEMENT UNIT (MM) - 1% effective July 1, 2022

POSITION	Range	Step A		Step B		Step C		Step D		Step E	
		Mon	Annual	Mon	Annual	Mon	Annual	Mon	Annual	Mon	Annual
Deputy City Clerk	160	5,547	66,569	5,825	69,898	6,116	73,388	6,422	77,064	6,743	80,915
Administrative Analyst	165	5,849	70,192	6,142	73,708	6,450	77,399	6,772	81,262	7,111	85,327
Assistant Planner	165	5,849	70,192	6,142	73,708	6,450	77,399	6,772	81,262	7,111	85,327
Grant/Economic Dev Coordinator	169	6,062	72,746	6,365	76,382	6,683	80,193	7,017	84,204	7,368	88,415
Community Services Supervisor	170	6,133	73,601	6,441	77,292	6,763	81,156	7,101	85,207	7,456	89,472
Assistant Engineer	173	6,307	75,687	6,623	79,471	6,955	83,455	7,302	87,627	7,667	91,999
Municipal Services Supervisor	175	6,435	77,225	6,757	81,089	7,095	85,140	7,449	89,391	7,821	93,857
Maintenance Supervisor	180	6,781	81,369	7,119	85,434	7,476	89,712	7,849	94,191	8,241	98,897
Associate Planner	185	7,109	85,314	7,465	89,579	7,838	94,057	8,230	98,764	8,641	103,697
Associate Engineer	190	7,474	89,686	7,847	94,164	8,239	98,871	8,651	103,818	9,084	109,005
Cable Television Supervisor	190	7,474	89,686	7,847	94,164	8,239	98,871	8,651	103,818	9,084	109,005
Senior Planner	192	**7,623**	**91,476**	**8,005**	**96,060**	**8,405**	**100,860**	**8,825**	**105,900**	**9,266**	**111,192**
Accounting Manager	196	**7,932**	**95,181**	**8,328**	**99,940**	**8,744**	**104,927**	**9,182**	**110,182**	**9,641**	**115,690**
Community Development Manager	203	**8,503**	**102,039**	**8,928**	**107,133**	**9,375**	**112,495**	**9,844**	**118,123**	**10,335**	**124,020**
Community Services Manager	210	9,259	111,108	9,721	116,652	10,208	122,495	10,718	128,619	11,254	135,050
Municipal Services Manager	210	9,259	111,108	9,721	116,652	10,208	122,495	10,718	128,619	11,254	135,050
City Engineer	219	9,971	119,648	10,469	125,624	10,992	131,908	11,542	138,499	12,119	145,425

AFSCME CLASSIFIED UNIT (CL) - 1% effective July 1, 2022

POSITION	Range	Step A		Step B		Step C		Step D		Step E	
		Mon	Annual	Mon	Annual	Mon	Annual	Mon	Annual	Mon	Annual
Senior Nutrition Specialist	85	2,812	33,749	2,954	35,442	3,100	37,199	3,255	39,064	3,418	41,013
Office /Personnel Assistant	115	3,553	42,637	3,730	44,763	3,916	46,995	4,112	49,348	4,318	51,822
Maintenance Worker I	125	3,915	46,982	4,111	49,335	4,316	51,795	4,532	54,389	4,759	57,103
Municipal Services Officer I	125	3,915	46,982	4,111	49,335	4,316	51,795	4,532	54,389	4,759	57,103
Transit Operator	125	3,915	46,982	4,111	49,335	4,316	51,795	4,532	54,389	4,759	57,103
Accounting Specialist	135	4,342	52,103	4,559	54,710	4,786	57,437	5,026	60,312	5,278	63,333
Maintenance Worker II	135	4,342	52,103	4,559	54,710	4,786	57,437	5,026	60,312	5,278	63,333
Municipal Services Officer II	135	4,342	52,103	4,559	54,710	4,786	57,437	5,026	60,312	5,278	63,333
Accounting / Payroll Specialist	140	4,545	54,536	4,772	57,263	5,010	60,125	5,261	63,133	5,524	66,288
Administrative Assistant II	140	4,545	54,536	4,772	57,263	5,010	60,125	5,261	63,133	5,524	66,288
Building Permit Specialist	140	4,545	54,536	4,772	57,263	5,010	60,125	5,261	63,133	5,524	66,288
Assistant Public Works Inspector	145	4,788	57,451	5,027	60,325	5,279	63,347	5,543	66,515	5,820	69,845
Community Services Coordinator	145	4,788	57,451	5,027	60,325	5,279	63,347	5,543	66,515	5,820	69,845
Maintenance Worker III	145	4,788	57,451	5,027	60,325	5,279	63,347	5,543	66,515	5,820	69,845
Recreation Coordinator	145	4,788	57,451	5,027	60,325	5,279	63,347	5,543	66,515	5,820	69,845
Executive Assistant	155	5,273	63,280	5,537	66,449	5,815	69,778	6,104	73,254	6,410	76,917
Public Works Inspector	155	5,273	63,280	5,537	66,449	5,815	69,778	6,104	73,254	6,410	76,917
Engineering Technician	160	5,547	66,569	5,825	69,898	6,116	73,388	6,422	77,064	6,743	80,919
Code Enforcement Officer I	160	5,547	66,569	5,825	69,898	6,116	73,388	6,422	77,064	6,743	80,919
Code Enforcement Officer II	165	5,849	70,188	6,142	73,708	6,450	77,399	6,772	81,262	7,111	85,327

PART-TIME EMPLOYEES HOURLY (PT) - 1% effective July 1, 2022

POSITION	Step A	Step B	Step C	Step D	Step E
	Hourly	Hourly	Hourly	Hourly	Hourly
Recreation Leader					15.45
Senior Recreation Leader	16.23	17.04	17.88	18.78	19.72
Delivery Worker	15.33	16.10	**16.91**	17.75	18.64
Office Assistant	**18.96**	**19.89**	20.89	**21.93**	**23.02**
CATV Production Assistant	**20.87**	21.92	**23.01**	**24.16**	**25.36**
Maintenance Worker I	**20.87**	21.92	**23.01**	**24.16**	**25.36**
Municipal Services Officer I	**20.87**	21.92	**23.01**	**24.16**	**25.36**
Municipal Services Officer II	**23.15**	**24.32**	**25.53**	26.81	**28.15**
Transit Operator	22.59	23.72	24.90	26.15	26.67
CATV Production Assistant II	21.94	23.04	24.19	25.40	**27.45**
Emergency Preparedness Coordinator	24.27	**25.49**	26.76	**28.09**	**29.49**
Code Enforcement Officer I	**29.60**	31.07	**32.63**	**34.25**	**35.96**
Associate Planner	**38.33**	**40.26**	**42.26**	**44.37**	46.59

RESOLUTION NO. CC-2207-036

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAWNDALE, CALIFORNIA AUTHORIZING CERTAIN CLAIMS AND DEMANDS IN THE SUM OF $1,060,174.38

THE CITY COUNCIL OF THE CITY OF LAWNDALE, 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 202835 through 202962 for the aggregate total of $1,060,174.38 are hereby authorized.

Effective Date: July 18th, 2022

Approved by:

Hrant Manuelian, Director of Finance

PASSED, APPROVED AND ADOPTED this 18th day of July, 2022.

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-2207-036 at a regular meeting of said Council held on the 18th day of July, 2022, by the following roll call vote:

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

_____

Erica Harbison, City Clerk

City of Lawndale
Summary of Audited Claims and Demands

Claims and Demands Paid By Check:

	Check Number		
Check Date	Beginning	Ending	Aggregate Total
6/23/2022	202835	202875	146,973.79
6/30/2022	202876	202924	682,415.23
7/7/2022	202925	202951	76,493.27
7/7/2022	202952	202962	154,292.09
Total Checks			**1,060,174.38**

Check# 202838 and 202882 are reissuances of previously approved check# 202614 and 202739 respectively.

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	**1,060,174.38**

Check Register Report

06/23/2022

Date: 06/23/2022
Time: 7:28 am
Page: 1

City of Lawndale

BANK: WELLS FARGO BANK N.A

Check Number	Check Date	Status	Void/Stop Date	Vendor Number	Vendor Name	Check Description	Amount
WELLS FARGO BANK N.A Checks							
202835	06/23/2022	Printed		0112	ALL CITY MANAGEMENT SVCS, INC	SCHOOL CROSSING GUARD SERVICES	7,787.50
202836	06/23/2022	Printed		6369	AM-TEC TOTAL SECURITY INC.	SERVICE AT CITY HALL	455.00
202837	06/23/2022	Printed		4185-WEST	AMERICAN STRUCTURAL PEST	PEST CONTROL SREVICES	250.00
202838	06/23/2022	Printed		6608	BELLAGIO CAR WASH	CAR WASH - MAR. 2022	120.00
202839	06/23/2022	Printed		7836	BUCKNAM INFRASTRUCTURE GROUP	ENGINEERING SERVICES - 2021 PA	4,589.50
202840	06/23/2022	Printed		0190	COLONIAL LIFE & ACCIDENTS, INC	INSURANCE PAYMENT	2,338.16
202841	06/23/2022	Printed		0219	COUNTY OF LA DEPT OF PUBLIC WK	BUILDING INSPECTION SERVICES F	36,956.11
202842	06/23/2022	Printed		0216	DELTA DENTAL	DENTAL INSURANCE	1,679.12
202843	06/23/2022	Printed		0389	DELTA DENTAL INS	DENTAL PREMIUM	277.69
202844	06/23/2022	Printed		2888	EDWARD MACEO EDWARDS	DISC JOCKEY PET FAIR	600.00
202845	06/23/2022	Printed		1288	EWING IRRIGATION PRODUCTS INC	IRRIGATION PARTS	99.90
202846	06/23/2022	Printed		0242	FEDEX	OVERNIGHT SHIPPING CHARGE	19.50
202847	06/23/2022	Printed		0441	GOLDEN STATE WATER CO.	WATER USAGE SERVICES	14,634.29
202848	06/23/2022	Printed		5296	HD SIGNS SERVICES	WHITE & BLACK FLAGS	782.78
202849	06/23/2022	Printed		2773	L. A. CNTY DEPT PUBLIC WORKS	TRAFFIC SIGNAL ACCIDENT REPAIR	584.05
202850	06/23/2022	Printed		1826	LUCKY'S GLASS, INC.	MSD GLASS REPAIR	506.00
202851	06/23/2022	Printed		0337	MANAGED HEALTH NETWORK	EMPLOYEE ASSIST PROGRAM	81.51
202852	06/23/2022	Printed		0338	MANERI SIGN COMPANY	4 ONE WAY SIGNS	25.28
202853	06/23/2022	Printed		7733	MARIA'S GARDEN CENTER &	PLANTS & MATERIALS	2,149.89
202854	06/23/2022	Printed		6815	OOH LA-LA FACE PAINTING	FACE PAINT&BALLOONS PET FAIR	994.00
202855	06/23/2022	Printed		6123	PRUDENTIAL OVERALL SUPPLY	WEEKLY OVERALL CHARGES	438.00
202856	06/23/2022	Printed		5068A	QUADIENT FINANCE USA INC	CITY HALL POSTAGE USAGE -	500.00
202857	06/23/2022	Printed		5068	QUADIENT LEASING USA, INC	MAIL MACHINE LEASING SERVICES	712.16
202858	06/23/2022	Printed		6499	RJS CONSTRUCTION SUPPLIES	SMART LEVELS &MEASURING WHEELS	990.56
202859	06/23/2022	Printed		7575	ROGERS, ANDERSON, MALODY &	AUDIT SERVICES FY 2020-2021	15,350.00
202860	06/23/2022	Printed		7882	SAN DIMAS GRAIN	STRAW BAILS EASTER EVENT	725.00
202861	06/23/2022	Printed		4533	SOUTH BAY LANDSCAPING INC	Watering of trees	28,920.00
202862	06/23/2022	Printed		0440	SOUTHERN CALIFORNIA GAS CO.	UTILITY GAS CHARGES	993.09
202863	06/23/2022	Printed		0211	SOUTHERN CALIFORNIA NEWS GROUP	LEGAL ADS	616.52
202864	06/23/2022	Printed		0346	SPARKLETTS	BOTTLE WATER SERVICE-	496.50
202865	06/23/2022	Printed		0458	THE SALVATION ARMY	MEALS ON WHEELS	149.00
202866	06/23/2022	Printed		2002	THE STANDARD, UNIT 22	INSURANCE PREMIUMS	1,383.45
202867	06/23/2022	Printed		3938	TRANSTECH ENGINEERS INC	STAFF AUGMENTATION SVCS	11,250.00
202868	06/23/2022	Printed		3672-CDD	U.S. BANK	CREDIT CARD PAYMENT	542.09
202869	06/23/2022	Printed		3672-CSD	U.S. BANK	CREDIT CARD PAYMENT	821.93
202870	06/23/2022	Printed		3672-PWD	U.S. BANK	CREDIT CARD PAYMENT	4,369.54
202871	06/23/2022	Printed		7768	UNITED SITE SERVICES	PORTABLE RESTROOM RENTAL	103.19
202872	06/23/2022	Printed		3373	VERIZON WIRELESS	DESK & CELL PHONES SERVICE	2,208.20
202873	06/23/2022	Printed		3373	VERIZON WIRELESS	M2M ACCOUNT SHARE DATA LINE	25.02
202874	06/23/2022	Printed		0479	VISION SERVICE PLAN	VISION PREMIUM	834.76
202875	06/23/2022	Printed		0480	VISTA PAINT	GRAFFITI REMOVAL SUPPLIES	614.50
		Total Checks: 41				**Checks Total (excluding void checks):**	**146,973.79**

Check Number	Check Date	Status	Void/Stop Date	Vendor Number	Vendor Name	Check Description	Amount
			Total Payments: 41			**Bank Total (excluding void checks):**	**146,973.79**
			Total Payments: 41			**Grand Total (excluding void checks):**	**146,973.79**

Check Register Report

Date: 07/12/2022
Time: 3:49 pm
Page: 1

City of Lawndale

BANK: WELLS FARGO BANK N.A

Check Number	Check Date	Status	Void/Stop Date	Vendor Number	Vendor Name	Check Description	Amount
WELLS FARGO BANK N.A Checks							
202876	06/30/2022	Reconciled		0372C	AT & T - CALNET3	PHONE CHARGES	3,079.33
202877	06/30/2022	Reconciled		1056	AT&T GLOBAL SERVICES, INC.	EARLY CONTRACT TERMINATION	2,467.16
202878	06/30/2022	Reconciled		7766	BURKE, WILLIAMS &	LEGAL SERVICES - MAY 2022	23,915.23
202879	06/30/2022	Reconciled		7889	CHARTER COMMUNICATIONS	SPECTRUM ENTERPRISE TV	215.16
202880	06/30/2022	Printed		7928	CITY YEAR, INC.	DONATION FROM SIRLEY CUEVAS	150.00
202881	06/30/2022	Reconciled		0615	CLEANSTREET, LLC	STREET SWEEPING CITYWIDE	15,396.83
202882	06/30/2022	Printed		0219	COUNTY OF LA DEPT OF PUBLIC WK	INDUSTRIAL WASTE THRU	2,683.32
202883	06/30/2022	Printed		0219	COUNTY OF LA DEPT OF PUBLIC WK	CK#202739 RETURN CHECK FEE	33.00
202884	06/30/2022	Reconciled		0219	COUNTY OF LA DEPT OF PUBLIC WK	INDUSTRIAL WASTE THRU	1,484.56
202885	06/30/2022	Reconciled		7924	SUSAN DAVID	PLANNING DEPOSIT REFUND	673.48
202886	06/30/2022	Reconciled		7360	HA DUONG	PLANNING DEPOSIT REFUND	719.14
202887	06/30/2022	Printed		7929	EDWARD JENKINS REALTY INC.	BL REFUND - RR07383	463.50
202888	06/30/2022	Printed		7915	EFFICENT ROOFING	BUILDING PERMIT REFUND	649.60
202889	06/30/2022	Reconciled		6092	FORMS AND SURFACES, INC.	CITY STREET LITTER CONTAINERS	60,427.55
202890	06/30/2022	Printed		6420	FRIENDS OF THE LAWNDALE	DONATION FROM SIRLEY CUEVAS	150.00
202891	06/30/2022	Printed		7913	GOLDEN ROOFING & WATERPROOFING	SECURITY DEPOSIT REFUND	420.00
202892	06/30/2022	Reconciled		0441	GOLDEN STATE WATER CO.	WATER USAGE SERVICES	1,182.18
202893	06/30/2022	Reconciled		6557	HAWTHORNE HARDWARE	CITY KEYS FOR MARIPOSA	7.45
202894	06/30/2022	Printed		7923	JON LALANNE	PLANNING DEPOSIT REFUND	181.28
202895	06/30/2022	Printed		1126	LAWNDALE LITTLE LEAGUE INC.	DONATION FROM COUNCILMEMBER	250.00
202896	06/30/2022	Reconciled		7922	HUNG LE	PLANNING DEPOSIT REFUND	2,897.55
202897	06/30/2022	Reconciled		0308	LOS ANGELES COUNTY	PUBLIC SAFETY SERVICE MAY 2022 & HEARING FEES	524,039.61
202898	06/30/2022	Printed		7926	LOS ANGELES TRIAL LAWYERS	DONATION FROM COUNCILMEMBER	150.00
202899	06/30/2022	Reconciled		5560	MITSUBISHI ELECTRIC US, INC	ELEVATOR MAINTENANCE SERVICES	616.46
202900	06/30/2022	Printed		7925	MOMO DESIGN INC.	PLANNING DEPOSIT REFUND	1,035.29
202901	06/30/2022	Reconciled		6701	NEW PIG CORPORATION	ABSORBENT MAT PADS	978.63
202902	06/30/2022	Reconciled		7227	OCCUPATIONAL HEALTH CENTERS	PREEMPLOY PHYSICAL/DRUG SCREEN	22.00
202903	06/30/2022	Reconciled		7890	ODP BUSINESS SOLUTIONS LLC	OFFICE SUPPLIES	5,234.67
202904	06/30/2022	Reconciled		5895	RICOH USA INC	LEASE CHARGES FOR COPIERS -	3,335.02
202905	06/30/2022	Reconciled		7575	ROGERS, ANDERSON, MALODY &	AUDIT SERVICES FY 2020-2021	8,500.00
202906	06/30/2022	Printed		7921	MARY SABATASSO	PLANNIND DEPOSIT REFUND	640.63
202907	06/30/2022	Reconciled		7920	RODRIGO SANTOS	PLANNIND DEPOSIT REFUND	620.79
202908	06/30/2022	Reconciled		6379	SHI INTERNATIONAL CORP	LED MONITORS & KEYBOARD	452.10
202909	06/30/2022	Reconciled		0440	SOUTHERN CALIFORNIA GAS CO.	UTILITY GAS CHARGES	49.56
202910	06/30/2022	Reconciled		0444	SPCA LA	ANIMAL SHELTERING SERVICES -	6,265.00
202911	06/30/2022	Reconciled		4582	STATE CONTROLLER'S OFFICE	2021 OFFSETS PROGRAM	521.29
202912	06/30/2022	Reconciled		6349	STEAMX, LLC	PRESSURE WASHER SUPPLIES	91.26
202913	06/30/2022	Reconciled		7919	STEPHEN TAKAHASHI	PLANNING DEPOSIT REFUND	529.61
202914	06/30/2022	Reconciled		0462	TODD PIPE & SUPPLY LLC ANAHEIM	PLUMBING PARTS	94.57
202915	06/30/2022	Reconciled		7914	DAVID TUSICK	PLANNING DEPOSIT REFUND	2,500.00
202916	06/30/2022	Reconciled		3672-FLEET	U.S. BANK VOYAGER FLEET SYS	CREDIT CARD PAYMENT	4,205.64
202917	06/30/2022	Reconciled		3672-ASD	U.S. BANK	CREDIT CARD PAYMENT	705.00
202918	06/30/2022	Reconciled		3672-FIN	U.S. BANK	CREDIT CARD PAYMENT	146.19

Check Register Report

City of Lawndale

BANK: WELLS FARGO BANK N.A

Check Number	Check Date	Status	Void/Stop Date	Vendor Number	Vendor Name	Check Description	Amount
WELLS FARGO BANK N.A Checks							
202919	06/30/2022	Reconciled		3672-MSD	U.S. BANK	CREDIT CARD PAYMENT	2,430.52
202920	06/30/2022	Reconciled		0480	VISTA PAINT	GRAFFITI SUPPLIES	234.99
202921	06/30/2022	Reconciled		7918	NICHOLAS VU	PLANNING DEPOSIT REFUND	96.65
202922	06/30/2022	Reconciled		7917	DON WOOD	PLANNING DEPOSIT REFUND	913.98
202923	06/30/2022	Printed		7927	YOUNG EISNER SCHOLAR	DONATION FROM COUNCILMEMBER	150.00
202924	06/30/2022	Reconciled		7916	NANCY YOUNGERMAN	PLANNING DEPOSIT REFUND	409.45
			Total Checks: 49			**Checks Total (excluding void checks):**	**682,415.23**
			Total Payments: 49			**Bank Total (excluding void checks):**	**682,415.23**
			Total Payments: 49			**Grand Total (excluding void checks):**	**682,415.23**

Check Register Report

Date: 07/06/2022
Time: 2:24 pm
Page: 1

City of Lawndale

BANK: WELLS FARGO BANK N.A

Check Number	Check Date	Status	Void/Stop Date	Vendor Number	Vendor Name	Check Description	Amount
WELLS FARGO BANK N.A Checks							
202925	07/07/2022	Printed		1541	ALESHIRE & WYNDER, LLP	LEGAL SERVICES - MAY 2022	3,497.75
202926	07/07/2022	Printed		4185-WEST	AMERICAN STRUCTURAL PEST	MONTHLY PEST CONTROL- CITY	45.00
202927	07/07/2022	Printed		0115	AT & T	LONG DISTANCE SERVICES	14.71
202928	07/07/2022	Printed		0158	CALIFORNIA JPIA	ADA SELF-EVALUATION &	300.00
202929	07/07/2022	Printed		4042	CAMPBELL PET COMPANY	DOG LEASHES & STICKERS	297.11
202930	07/07/2022	Printed		0163	CAPITAL OF SOUTH BAY INC.	LIGHT BULBS FOR CSD	147.81
202931	07/07/2022	Printed		7806	SYLVIA CHAVEZ	PRSSC MEETING STIPEND	50.00
202932	07/07/2022	Printed		7564	COLANTUONO, HIGHSMITH, &	SCE COALITION SHARE OF COSTS -	91.03
202933	07/07/2022	Printed		0219	COUNTY OF LA DEPT OF PUBLIC WK	BUILDING INSPECTION SERVICES -	31,373.55
202934	07/07/2022	Printed		6531	DARREN P DOERSCHEL	SYSTEMS INTEGRATION CONSULTING	2,755.00
202935	07/07/2022	Printed		3377	HF & H CONSULTANTS, LLC	SOLID WASTE CONSULTING SERVICE	11,106.25
202936	07/07/2022	Printed		7801	IGNATIUS LIN	PRSSC MEETING STIPEND	50.00
202937	07/07/2022	Printed		7733	MARIA'S GARDEN CENTER &	RETURN CHECK FEES #202716	70.00
202938	07/07/2022	Printed		1140	PACIFIC TIRE SERVICE	TIRE REPAIR FOR VEH# 508	170.00
202939	07/07/2022	Printed		7931	POLLO CAMPERO	CERTIF. OF OCCUPANCY REFUND	243.20
202940	07/07/2022	Printed		7930	DAVID POZNANSKY	PLANNING DEPOSIT REFUND	1,170.02
202941	07/07/2022	Printed		6123	PRUDENTIAL OVERALL SUPPLY	WEEKLY OVERALL CHARGES	370.28
202942	07/07/2022	Printed		4457	Q PRESS	2022 SUMMER ONLINE BROCHURE	630.00
202943	07/07/2022	Printed		6499	RJS CONSTRUCTION SUPPLIES	SAND FOR BACK FILL TRENCH	369.08
202944	07/07/2022	Printed		7906	RKA CONSULTING GROUP	SIGN REPLACEMENT PROJ FY21-22	5,005.00
202945	07/07/2022	Printed		3672-CCK	U.S. BANK CORPORATE PAYMENT	CREDIT CARD PAYMENT	13.23
202946	07/07/2022	Printed		3672-CDD	U.S. BANK	CREDIT CARD PAYMENT	76.57
202947	07/07/2022	Printed		3672-CMD	U.S. BANK	CREDIT CARD PAYMENT	4,799.61
202948	07/07/2022	Printed		3672-CSD	U.S. BANK	CREDIT CARD PAYMENT	523.83
202949	07/07/2022	Printed		0480	VISTA PAINT	GRAFFITI SUPPLIES	824.24
202950	07/07/2022	Printed		7794	W.G. ZIMMERMAN ENGINEERING INC	ENGINEERING STAFF	12,450.00
202951	07/07/2022	Printed		6697	DANIEL T WOODS	PRSSC MEETING STIPEND	50.00
			Total Checks: 27			**Checks Total (excluding void checks):**	**76,493.27**
			Total Payments: 27			**Bank Total (excluding void checks):**	**76,493.27**
			Total Payments: 27			**Grand Total (excluding void checks):**	**76,493.27**

Check Register Report

Date: 07/07/2022
Time: 7:58 am
Page: 1

City of Lawndale

BANK: WELLS FARGO BANK N.A

Check Number	Check Date	Status	Void/Stop Date	Vendor Number	Vendor Name	Check Description	Amount
WELLS FARGO BANK N.A Checks							
202952	07/07/2022	Printed		3228	ALLIANT INSURANCE SERVICES	22/23 ACIP CRIME ANNUAL PREM	1,451.00
202953	07/07/2022	Printed		0158	CALIFORNIA JPIA	2022/23 ALL RISK PROPERTY INS.	92,635.00
202954	07/07/2022	Printed		7889	CHARTER COMMUNICATIONS	INTERNET SERVICES	1,896.24
202955	07/07/2022	Printed		6636	FRONTIER COMMUNICATIONS	PHONE CHARGES	202.30
202956	07/07/2022	Printed		4629	L.A COUNTY AUDITOR CONTROLLER	2022/2023 LAFCO FEES	685.22
202957	07/07/2022	Printed		0321	LEAGUE OF CALIFORNIA CITIES	2022/23 LA COUNTY DIV. DUES	1,149.75
202958	07/07/2022	Printed		7392	ONLINE SOLUTIONS LLC	ANNUAL BILLING - CITIZENSERVE	28,800.00
202959	07/07/2022	Printed		3915	QUALITY CODE PUBLISHING	2022/23 WEBSITE MAINT/STORAGE	780.00
202960	07/07/2022	Printed		0442	SO CALIF ASSOC OF GOVERNMENTS	2022/23 MEMBERSHIP DUES	4,033.00
202961	07/07/2022	Printed		0435	SOUTH BAY CITIES COUNCIL	2022/23 MEMBERSHIP DUES	14,315.00
202962	07/07/2022	Printed		4444	TYLER TECHNOLOGIES INC	ACCOUNTING SOFTWARE MAINT SVCS	8,344.58
			Total Checks: 11			**Checks Total (excluding void checks):**	**154,292.09**
			Total Payments: 11			**Bank Total (excluding void checks):**	**154,292.09**
			Total Payments: 11			**Grand Total (excluding void checks):**	**154,292.09**

MINUTES OF THE
LAWNDALE CITY COUNCIL SPECIAL MEETING
June 21, 2022

A. CALL TO ORDER AND ROLL CALL

Mayor Pullen-Miles called the meeting to order at 5:33 p.m. in the Lawndale City Hall Council Chamber, 14717 Burin Avenue, Lawndale, California 90260.

Councilmembers Present:	Mayor Robert Pullen-Miles, Mayor Pro Tem Rhonda Hofmann Gorman, Councilmember Pat Kearney, Councilmember Bernadette Suarez
Councilmembers Absent:	Councilmember Sirley Cuevas
Other Participants:	City Clerk Erica Harbison, City Manager Sean M. Moore, Assistant City Attorney Alondra Espinosa, Assistant to the City Manager/Human Resources Director Raylette Felton, Finance Director Hrant Manuelian, Community Services Director Mike Estes, Municipal Services Director Michael Reyes, Acting Director of Community Development Jared Chavez

B. CEREMONIALS

Councilmember Bernadette Suarez led the flag salute.

C. ORAL COMMUNICATIONS - ITEMS NOT ON THE AGENDA

None.

D. COMMENTS FROM COUNCIL

None.

E. ADMINISTRATION

1. Fiscal Year 2022-23 Budget Workshop

Recommendation: that the City Council receive the budget presentation, review the proposed budget, and direct staff as appropriate.

Finance Director Hrant Manuelian provided the staff report on the proposed Fiscal Year 2022-2023 Budget and noted the estimates: a) $18.3 million in revenue, b) $16 million in expenses, c) a budget showing a surplus of about $300,000 d) start the Fiscal Year 2022-2023 $26.5 million in the general fund.

A question and answer session ensued between the City Council and staff regarding the city's proposed Fiscal Year 2022-2023 Budget for operational and capital expenditures. The City Council and staff discussion included:

1. City Council division 110 – Increase of $8,700.00

2. City Attorney division 120 – No changes.

3. City Clerk division 130 – In Elections funds, increase of $82,000.00 due to the estimated cost for General Municipal Elections held on November 2022.

4. City Manager division 140 - A $105,000.00 decrease due to the vacation payout for the previous City Manager. *Councilmember Pat Kearney inquired on the $45,000.00 Contract Services line item. Finance Director Hrant Manuelian responded it was a public relations item removed.*

5. Administrative Services division 150 – A decrease of $27,000.00 due to the City Manager recruitment service.

6. Cable TV division- An increase of $165,000 for full time Cable TV supervisor and a system upgrade in the City Council Chambers. The City Council Chambers upgrade will be covered by ARPA funds. *Councilmember Pat Kearney inquired on the status of selling the Cable Department van. City Manager Sean M. Moore responded staff is reviewing a value estimate and will then advertise the van for sale.*

7. General Operations division- A decrease due to PERS contribution increase of $60,000.00 offset by decreases in contract services and equipment for new telephone systems implemented in FY 21-22.

8. Finance division- A decrease of $21,000.00 from a temporary staffing contract removed.

9. Information Systems division- A decrease of $10,000.00 for equipment.

10. Public Safety division- Sheriff's services contract increased 1.5%, $68,000.00.

11. Municipal Services division- An increase $10,000.00 for a salary increase.

12. Public Works Administration division- A decrease of $296,000.00 due to the reduction in capital expenditures for the Street Improvements 20/21 Project.

a. Public Works Grounds and Maintenance division- An increase $291,000.00 due to the increase in the landscape maintenance contract.
b. Public Works Grounds street division- An increase $67,000.00 to reallocate salaries.
c. Public Works Grounds engineering division- A decrease of $29,000 due to no local road safety plan this year.

13. Community Development division - A decrease of $95,000 due to the decrease in contract services for the General Plan update.

14. Community Services division- An increase of $30,000.00 for a full-time Coordinator and 3 part-time staff due to the Community Center opening to the public in July. *Finance Director Hrant Manuelian noted a formula error under the Contract Services line item, should be $5,000.00 increase not $140,000.00. Will fix formula error prior to printing the budget book.*

DRAFT

An increase of $20,000.00 in Community Events funds, budgeting for 13 events, including the Music Festival this year and the increase in general cost for all other events. *Councilmember Bernadette Suarez requested staff review event sponsorships to offset some cost. Mayor Pro Tem Rhonda Hofmann Gorman inquired about an additional music event outside of current the Jazz Festival. City Manager Sean M. Moore responded the event would be called a Music Festival to include all music genre. A dialogue ensued between City Council and staff regarding music genres, an additional music event, working with Parks and Recreation Commission and funding for the events. City Manager Sean M. Moore responded staff can research music event and funding ideas and bring back an item for City Council consideration.*

Councilmember Pat Kearney and Mayor Robert Pullen-Miles inquired on the Public Safety Outreach and National Night Out line items. Municipal Services Director Michael Reyes responded National Night Out is a single event and the Public Safety Outreach is the Coffee with a Cop event. Staff is attempting to promote and initiate a Neighborhood Watch and will potentially cost $100 a month for marketing and meeting refreshments.

Finance Director Hrant Manuelian reported on other capital improvement infrastructure related items funded by ARPA funds: City Hall roof repair, Public Works security gate, and Los Angeles County Sheriffs facility improvements of a block wall with a gate, a facility paint, a water leak repair and closed-circuit television for video surveillance.

Finance Director Hrant Manuelian reported on City's cash balance and investments. He reported $18 million available in cash, $18.5 in LAIF account, and $3.5 in CD's and will continue to review investments. *Mayor Pro Tem Rhonda Hofmann Gorman inquired about budget wish list items and the replacements of City vehicles. City Manager Sean M. Moore responded city vehicle replacements were reviewed and it was recommended to hold off on any purchases due to the current vehicle costs and ARPA monies does not apply to this expense. Mayor Pro Tem Rhonda Hofmann Gorman requested a copy of the "wish list." City Manager Sean M. Moore responded one of the items was a new dump truck and commented the dump truck could last another year. Councilmember Pat Kearney responded the list included a floodlight, a generator, a pressure washer, a new dump truck, and a carpet cleaning machine, confirmed by* Finance Director Hrant Manuelian. *Pat Kearney responded the Budget Subcommittee approved the carpet cleaning machine and pressure washer.*

City Manager Sean M. Moore and Councilmember Pat Kearney commented the Budget Subcommittee recommendations included updating the City Council Chambers and reviewing the salary survey which staff will be beginning forward at a future City Council meeting for consideration.

Finance Director Hrant Manuelian noted the salary increase is not included in the budget but the estimate would be $250,000-$300,000 as a one-time increase, to bring the salaries up to market, and an estimate of $90,000 going forward for annual step increases.

Mayor Robert Pullen-Miles inquired on the process for including the salaries survey during this budget process. Finance Director Hrant Manuelian responded the complete funds will not come from the General Funds and it may consume the surplus the city has and the city is in a position to do so at this time. Councilmember Bernadette Suarez inquired if the salary survey can be further

DRAFT

reviewed and discussed in Closed Session. City Manager Sean M. Moore responded there will be a discussion in a future City Council meeting.

CITY COUNCIL/REDEVELOPMENT SUCCESSOR AGENCY/LAWNDALE HOUSING AUTHORITY/ LAWNDALE CABLE USAGE CORPORATION

F. CITY MANAGER REPORT

Nothing to report.

G. ITEMS FROM CITY COUNCILMEMBERS

Nothing to report.

H. ADJOURNMENT

There being no further business to conduct, the Mayor adjourned the meeting at 6:13 p.m.

_____
Robert Pullen-Miles, Mayor

ATTEST:

_____
Erica Harbison, City Clerk

Approved: / /2022

DRAFT

MINUTES OF THE
LAWNDALE CITY COUNCIL REGULAR MEETING
June 21, 2022

A. CALL TO ORDER AND ROLL CALL

Mayor Pullen-Miles called the meeting to order at 6:32 p.m. in the City Hall council chamber, 14717 Burin Avenue, Lawndale, California.

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

Councilmembers Absent: Councilmember Sirley Cuevas

Other Participants: City Clerk Erica Harbison, City Manager Sean M. Moore, Assistant City Attorney Alondra Espinosa, Assistant to the City Manager/Human Resources Director Raylette Felton, Los Angeles County Sheriff's Department Captain Duane Allen, Battalion Fire Chief Ramon Valdoria, Finance Director Hrant Manuelian, Community Services Director Mike Estes, Municipal Services Director Michael Reyes, Acting Director of Community Development Jared Chavez.

B. CEREMONIALS

Councilmember Pat Kearney led the flag salute and Pastor Dwight Dudley with Calvary Chapel South Bay provided the inspiration.

C. PUBLIC SAFETY REPORT

a. LA County Sherriff's Department Updates

Los Angeles County Sheriff's Department Captain Duane Allen summarized the recent law enforcement activities and reminded everyone of the Illegal Fireworks Suppression plan in effect.

b. LA County Fire Department Updates

Los Angeles County Fire Department Battalion Chief Ramon Valdoria summarized the recent local fire emergency activities and reminded everyone to celebrate the 4th of July holiday responsibly and provided safety instructions.

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

Samuel Cruz, Resident, spoke about concerns with the Community Development Department and the permit approval turnaround time for upgrades on his properties.

Cynthia Gonzalez, Resident, spoke about delays with the approval process for work permits and commented other cities provide faster turnaround times for permit approval.

DRAFT

Randal Abram, Resident, spoke about illegal fireworks concerns on the environment and the suppression plans in other counties.

Deena, Resident, inquired why vehicles with limousine tint do not get pulled over by the Sherriff's; commented Sherriff's could potentially locate illegal firearms if they did; and noted a resident obtained a permit for concrete walkway, used it as parking pad and questioned if this is allowed.

E. COMMENTS FROM COUNCIL

The City Council responded generally to the public comments.

Councilmember Pat Kearney inquired on the reason for the delay in the permit approval.

City Manager Sean M. Moore responded he was recently apprised of the permit situation with Samuel Cruz and Cynthia Gonzalez and requested detailed information from Acting Director of Community Development Jared Chavez and Municipal Services Director Michael Reyes.

Acting Director of Community Development Jared Chavez provided a detailed timeline for the release of a comment letter, conditional approval letter and the hold on Mr. Cruz and Ms. Gonzalez project for architectural changes.

Municipal Services Director Michael Reyes added code enforcement is only involved in the property located at 15641 Mansel Ave. due to a complaint received in May from Los Angeles County Building Inspector Kumar for demolition, electrical, and plumbing work being done without approved permits. Mr. Reyes added code enforcement issued a Stop Work Order and requested plans be submitted to obtain permits for the work.

Councilmember Bernadette Suarez requested a list of the popular permits issued for basic home improvements and compare the costs and permit requirements with other cities to streamline the City's process.

Mayor Pro Tem Rhonda Hofmann Gorman concurred with Councilmember Bernadette Suarez and requested the same permit information. Mayor Pro Tem Rhonda Hofmann Gorman requested more information on the walkway that is being used as a parking pad.

Municipal Services Director Michael Reyes responded he will look into permit for concrete walkway.

City Manager Sean M. Moore commented in his past experience working in Community Development Department, staff will not approve decomposed granite on any driveway areas because they become parking pads. City Manager Sean M. Moore added staff will review what was approved and how it is being used.

Mayor Robert Pullen-Miles commented the City will continue to monitor the permit process and reminded the City is doing its best to streamline the permit process and make sure staff does its due diligence to ensure the projects are completed safety for the occupants and community. Mayor Robert Pullen-Miles also commented he is interested in reviewing the permit fees in

comparison with other cities'. Mayor Robert Pullen-Miles commented the tint on vehicles may not be a common practice for Sheriff Department but did not want to speak for them.

F. CONSENT CALENDAR

1. Citywide Pay Schedule for Fiscal Year 2022-23
Recommendation: that the City Council adopt Resolution No. CC-2206-031 approving the 2022-23 Citywide Salary and Pay Schedule.

2. Fiscal Year 2022-23 Budget List of Road Repair Projects and Accountability Act of 2017 – Senate Bill (SB) 1
Recommendation: that the City Council (a) adopt Resolution CC-2206-032 approving the local streets and road repair project list in Exhibit A and (b) direct staff to include additional funding necessary for these projects in the Fiscal Year 2022-2023 budget process.

3. Delegation of Authority for Executing Caltrans Documents
Recommendation: that the City Council adopt Resolution CC-2206-033 authorizing the City Manager or designee to execute agreements with California Department of Transportation (Caltrans) to receive federal and/or state funding for transportation projects.

4. Approve the Second Amendment to the Contract Service Agreement with Prudential Overall Supply for Public Works Department Uniform Services
Recommendation: that the City Council approve the Second Amendment to the Contract Service Agreement with Prudential Overall Supply for an annual fee of $2,498 and extend the agreement term to June 30, 2023.

5. Accounts Payable Register
Recommendation: that the City Council adopt Resolution No. CC-2206-029, authorizing the payment of certain claims and demands in the amount of $701,537.50

6. Minutes of the Lawndale City Council Regular Meeting – June 6, 2022
Recommendation: that the City Council approve.

7. Minutes of the Lawndale City Council Special Meeting – June 10, 2022
Recommendation: that the City Council approve.

A motion by Councilmember Pat Kearney to approve the consent calendar was seconded by Councilmember Bernadette Suarez and carried by a vote of 4-0, with Councilmember Sirley Cuevas absent.

G. ADMINISTRATION

8. Award of Contract for Construction and Construction Inspection Services for the Fiscal Year 2021-22 Annual Street Improvements Project
Recommendation: that the City Council (a) award the construction contract to Kalban, Inc., in the amount of $1,404,095.00 for the FY 2021-22 Annual Street Improvements

Project, (b) award the construction inspection services to Interwest Consulting Group in the amount of $107,980.00 for the FY 2021-22 Annual Street Improvements Project and (c) approve the construction contingency of $210,615.00 for FY 2021-22 Annual Street Improvements Project.

City Manager Sean M. Moore provided the staff report on behalf of Public Works Director Julian Lee for the Award of Contract for Construction and Construction Inspection Services for the Fiscal Year 2021-22 Annual Street Improvements Project.

Councilmember Pat Kearney commented the underestimate cost error of $600,000 by the City engineer was not a minor mistake.

City Manager Sean M. Moore responded he agrees and noted the numbers do change due to inflation.

A motion by Councilmember Pat Kearney to award the construction contract to Kalban, Inc., in the amount of $1,404,095.00 for the FY 2021-22 Annual Street Improvements Project, award the construction inspection services to Interwest Consulting Group in the amount of $107,980.00 for the FY 2021-22 Annual Street Improvements Project and approve the construction contingency of $210,615.00 for FY 2021-22 Annual Street Improvements Project. Councilmember Bernadette Suarez second the motion which carried by a vote of 4-0, with Councilmember Sirley Cuevas absent.

9. <u>Amendment to contract for Professional Service Agreement with Michael Baker International Contract Services Agreement</u>

Recommendation: that the City Council approve the amendment to contract for Professional Service Agreement with Michael Baker International Contract Services Agreement for CDBG Administration and Labor Compliance Services.

Acting Director of Community Development Jared Chavez provided the staff report for an amendment to contract for Professional Service Agreement with Michael Baker International Contract Services Agreement.

City Manager Sean M. Moore added in order to be compliant with the block grant street funding the City must provide for labor compliance reporting.

A motion by Councilmember Pat Kearney to approve the amendment to contract for Professional Service Agreement with Michael Baker International Contract Services Agreement for CDBG Administration and Labor Compliance Services. Mayor Pro Tem Rhonda Hofmann Gorman second the motion which carried by a vote of 4-0, with Councilmember Sirley Cuevas absent.

10. <u>Fiscal Year 2022-23 Appropriations Limit</u>

Recommendation: that the City Council adopt Resolution No. CC-2206-034 approving the Appropriations Limit for Fiscal Year 2022-23

Finance Director Hrant Manuelian provided the staff report noting the City is in compliance with the Gann Initiative.

Assistant City Attorney Alondra Espinosa read the Resolution No. CC-2206-034.

A motion by Councilmember Bernadette Suarez to adopt Resolution No. CC-2206-034 approving the Appropriations Limit for Fiscal Year 2022-23. Mayor Pro Tem Rhonda Hofmann Gorman second the motion which carried by a vote of 4-0, with Councilmember Sirley Cuevas absent.

CITY COUNCIL/REDEVELOPMENT SUCCESSOR AGENCY/LAWNDALE HOUSING AUTHORITY/ LAWNDALE CABLE USAGE CORPORATION

11. Annual Budget for Fiscal Year 2022-2023

Recommendation: that the City Council adopt Resolution No. CC-2206-035, approving the citywide budget for fiscal year 2022-2023 as amended based on direction provided by City Council.

Finance Director Hrant Manuelian provided the staff report for the Annual Budget for Fiscal Year 2022-2023.

Councilmember Pat Kearney inquired if the budget Resolution will be adopted then amended with the updated wage and salary changes.

Assistant City Attorney Alondra Espinosa recommended City Council approve the Resolution as presented and any changes be made through an amendment.

Discussion ensued between City Council and Assistant City Attorney regarding the process for approving amendments to the Annual Budget can be made tonight before or after the Closed Session item.

Assistant City Attorney Alondra Espinosa responded that with a motion to move the item down to after Closed Session.

Mayor Robert Pullen-Miles commented with the unanimous consent from the City Council to move this item to after the Close Session.

City Manager Sean M. Moore inquired if City Council wanted to add direction provided regarding the an estimate of $12,000-$14,000 to the budget for the second Music Festival.

Mayor Robert Pullen- Miles responded City Council will consider the amount for the second Music Festival and any other items related to wages to after the Closed Session meeting.

Without objection, the City Council tabled Item No. 12 to be heard after Item J. Closed Session.

H. CITY MANAGER REPORT

No items to report.

I. ITEMS FROM CITY COUNCILMEMBERS

12. Letter of Support and Personal Note to Legislators of the City Council Supporting South Bay Cities Council of Governments (SBCCOG) State Funding Request

Requested by Councilmember Bernadette Suarez.

Recommendation: that the City Council authorize the City Manager to draft a letter of support to be signed by the Mayor and City Council and a personal note from the City Council to be sent to local legislatures for the SBCCOG $5,000,000 Budget Request from the California Legislatures to create a Center for Sustainable and Resilient Neighborhoods to implement various carbon reduction programs for the benefit of South Bay cities.

Councilmember Bernadette Suarez spoke about the letter of support to local legislatures for the SBCCOG $5,000,000 Budget Request from the California Legislatures to assist the City meeting the unfunded mandates related to the compliance requirement of Senate Bill 1383.

Councilmember Pat Kearney inquired on the Senate Bill 1383.

Councilmember Bernadette Suarez commented the Senate Bill 1383 has a requirement that the City will need to comply with as it relates to organic waste in addition to the residential components.

Councilmember Pat Kearney commented that the City residential side has been recognized as being in the top three cities complying with organic waste components.

Councilmember Bernadette Suarez mentioned there is a City component and inquired how staff is assuring the City is adhering to the mandate.

City Manager Sean M. Moore responded the City has a climate action plan and commented on the SBCCOG's recommendation letter of support to local legislatures for $5,000,000 to create a Center for Sustainable and Resilient Neighborhoods on a regional level.

Mayor Robert Pullen- Miles requested more information on the request and budget request for resilient neighborhood centers.

Councilmember Bernadette Suarez responded the budget is shared with other South Bay cities, it is not guarantee the City will receive funds, and requested staff review information on the neighborhood centers to bring forward to City Council at a subsequent meeting. Councilmember Bernadette Suarez commented that there may be a time limit associated with this item due to budget and recommended that if individual City Council members would like to support this item they could send individual letters of support to the legislatures.

City Council reached a unanimous consensus to allow City Council to send individual letters of support to state legislature.

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

Councilmember Pat Kearney attended the Sherriff's Liability Trust Fund Oversight Committee, the City Council Special Meeting with Los Angeles County Sherriff's Department, and the Health, Safety and Pet Fair.

Councilmember Bernadette Suarez attended the same events as Councilmember Pat Kearney and noted the Los Angeles County Board of Supervisors will review an item to remove school resource law enforcement personnel from Lawndale Schools on June 28th.

Mayor Pro Tem Rhonda Hofmann Gorman added the school resource law enforcement officer is paid through the school districts, not Los Angeles County Sherriff's Department. Mayor Pro Tem Rhonda Hofmann Gorman attended the City Council Special Meeting with Los Angeles County Sherriff's Department, Health, Safety and Pet Fair and commended staff for the leadership and requested a report on how many pets were serviced. Mayor Pro Tem Rhonda Hofmann Gorman inquired if the General Plan and Hawthorne Blvd Specific Plan Update meeting will be tonight.

Acting Director of Community Development Jared Chavez responded the General Plan and Hawthorne Blvd Specific Plan Update will be scheduled and announced for an in-person meeting.

Mayor Robert Pullen-Miles attended the City Council Special Meeting with Los Angeles County Sherriff's Department and the Health, Safety and Pet Fair.

J. CLOSED SESSION

At 7:45 p.m. the City Council entered into Closed Session.

14. 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.

15. Conference with Legal Counsel – Anticipated Litigation

The City Council will conduct a closed session, pursuant to Government Code sections 54956.9(d)(2) and (d)(3), because there is a significant exposure to litigation in one (1) case. The facts and circumstances giving rise to exposure to litigation are unknown to the potential plaintiff.

At 8:41 p.m. the City Council entered back into Open Session.

Assistant City Attorney Alondra Espinosa reported that the City Council met in Closed Session to discuss the items listed on the Closed Session agenda. The City Council was updated on the items and there were no reportable action taken.

G. ADMINISTRATION (CONTINUED)

11. Annual Budget for Fiscal Year 2022-2023

Recommendation: that the City Council adopt Resolution No. CC-2206-035, approving the citywide budget for fiscal year 2022-2023 as amended based on direction provided by City Council.

A lengthy dialogue ensued between City Council and staff regarding City wages, amending the budget for a second day of the Music Festival, possible sponsorship and Parks and Recreation Commission assistance with the funding of the event.

Assistant City Attorney Alondra Espinoza commented based on the discussions and questions City Council has the options to move forward with the budget as is with changes or have a budget amendment item returned at a later date for City Council consideration.

A motion by Councilmember Pat Kearney to approve the budget with a set aside budget line item for $12,000 from the general fund to fund an additional day of the Music Festival and a budget line item for $300,000 from the general fund for wages in the Annual Budget for Fiscal Year 2022-2023. Mayor Robert-Pullen Miles second the motion which carried by a vote of 4-0, with Councilmember Sirley Cuevas absent.

K. ADJOURNMENT

There being no further business to conduct, the Mayor adjourned the meeting at 8:48 p.m.

_____
Robert Pullen-Miles, Mayor

ATTEST:

_____
Erica Harbison, City Clerk

Approved: / /22

CITY OF LAWNDALE

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

July 18, 2022

TO: Honorable Mayor and City Council

FROM: Sean M. Moore, City Manager

PREPARED BY: Mike Estes, Director of Community Services
Julian Lee, Director of Public Works
Hrant Manuelian, Director of Finance/City Treasurer

SUBJECT: Resolution Accepting State Grant Funds for a Multi-Use Facility

BACKGROUND

On September 23, 2021, Governor Newsom approved a $4,000,000.00 award to the City of Lawndale in California State grant funds for a multi-use facility. The funding was appropriated by the State Legislature per Senate Bill (SB) 170, Chapter 240.

STAFF REVIEW

Funding was awarded per a Legislative Add, or an award earmarked specifically for Lawndale, that did not require a project application, or involve any competitive aspects.

The City of Lawndale has long desired a teen center to serve the teenagers in the community who do not have a dedicated facility to congregate, participate in programs and spend leisure time. This grant presents the City with an opportunity to provide for an under-served teen user group with the addition of a multi-use facility, or Lawndale Teen Center Complex, to its flourishing Civic Center.

Project Information Packet (PIP) Details:
City staff will complete the required Project Information Packet (PIP) in the coming months to declare what the scope of the project will be. The completed PIP will lead to an eventual project agreement between the City and the State to begin all related work. The City will initially identify a larger and more general project in case new funding sources are identified and more funding is secured.

Teen Center Complex:
The Lawndale Teen Center Complex will be comprised of a combination of the following elements which will be determined by available funding for the project, such as: 1) Teen Center/Municipal Services Department multi-use and multi-story building; 2) adjacent outdoor, or first level covered parking garage; 3) stand-alone teen center; and/or 4) enclosed skate park.

Project Location:
The City believes that the best City-owned location for the eventual Lawndale Teen Center Complex is on De Oro Avenue between Burin Avenue and Grevillea Avenue. This project would likely require that De Oro Lane be terminated at the east end to enclose the Lawndale Teen Center Complex into one

comprehensive design which will likely include the demolition of the existing Municipal Services Department/Cable Division building.

Project Funding:
At this time the City has included the following funding sources in the FY 2022-23 Capital Improvement Project (CIP) budget:

Funding Source	Amount	Identified Use	Enhancements
California Natural Resources Agency, Legislative Add, Senate Bill 170, Chapter 240	$4,000,000.00	Multi-use Facility Project	None
Los Angeles County Recreation, Parks and Open Space District, Measure A Annual Allocations Grant Funding	$1,025,000.00	Lawndale Teen Center Complex	$170,000.00 Per Year Beginning in FY 2023-24 and each year thereafter.
Totals:	**$5,025,000.00**	**N/A**	**N/A**

Authorizing Resolution:
The attached resolution resolves that the City Council: 1) accepts the State general fund allocation of $4,000,000.00; 2) certifies understanding of the information included in the Project Information Form; 3) certifies that sufficient funds will be available to develop, operate and maintain the project consistent with the Grant Agreement; 4) certifies compliance with California Labor Code, Section 1771.5; 5) certifies that the project will comply with any laws and regulations such as, California Environmental Quality Act (CEQA), building codes, health and safety codes and disabled access; 6) certifies that said agency understands the General Provisions contained in the sample Grant Agreement contained in the Procedural Guide; and 7) identify the City Manager as the agent to conduct all negotiations, execute and submit all documents, agreements, payment requests, etc.

LEGAL REVIEW

The City Attorney's office has reviewed attached Resolution CC-2207-037 and approved it as to form.

FISCAL IMPACT

In the Fiscal Year 2022-23 Budget, the aforementioned funding of $4,000,000.00 has been included in Capital Improvement Project (CIP) budget. As well, approximately $1,025,000.00 in Los Angeles County, Recreation, Parks and Open Space District, Measure A Annual Allocations Grant funding has been included in the FY 2022-23 Capital Improvement Project (CIP) budget.

RECOMMENDATION

Staff recommends that the City Council adopt Resolution No. 2207-037 Accepting State Grant Funds for a Multi-use Facility, such as an eventual Lawndale Teen Center Complex.

Attachments: Resolution No. 2207-037 Accepting State Grant Funds for a Multi-use Facility Project titled Lawndale Teen Center Complex

RESOLUTION NO. CC-2207-037

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAWNDALE, CALIFORNIA APPROVING THE ACCEPTANCE OF GENERAL FUND GRANT FUNDS TO CONSTRUCT A TEEN CENTER COMPLEX ON CITY PROPERTY

WHEREAS, the Legislature and Governor of the State of California have approved a grant for the project shown above; and

WHEREAS, the California Natural Resources Agency has been delegated the responsibility for the administration of the grant project, setting up necessary procedures; and

WHEREAS, said procedures established by the California Natural Resources Agency require the Grantee to certify by resolution the approval of a Project Information Package before submission of said package to the State; and

WHEREAS, the Grantee will enter into an agreement with the State of California for the above project:

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

SECTION 1: That the City Council:

1. Approves the acceptance of a general fund allocation for local assistance for the above project(s); and
2. Certifies that said agency understands the assurances and certification in the Project Information Form; and
3. Certifies that said agency will have sufficient funds to develop, operate and maintain the project consistent with the land tenure requirements of the Grant Agreement; or will secure the resources to do so; and
4. Certifies that said agency will comply with the provisions of Section 1771.5 of the California Labor Code.
5. If applicable, certifies that the project will comply with any laws and regulation including, but not limited to, the California Environmental Quality Act (CEQA), legal requirements for building codes, health and safety codes, disabled access laws, environmental laws and, that prior to commencement of construction, all applicable licenses and permits will have been obtained.
6. Certifies that said agency has reviewed and understands the General Provisions contained in the sample Grant Agreement contained in the Procedural Guide; and

7. Appoints the City Manager as agent to conduct all negotiations, execute and submit all documents including, but not limited to the Project Information Form, agreements, payment requests and so on, which may be necessary for the completion of the aforementioned project(s).

Approved and adopted the 18th day of July, 2022. I, the undersigned, hereby certify that the forgoing Resolution Number CC-2207-037 was duly adopted by the City of Lawndale.

_____
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-2207-037 at a regular meeting of said Council held on the 18th day of July, 2022, by the following roll call vote:

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

_____
Erica Harbison, City Clerk

APPROVED AS TO FORM:

_____
Gregory M. Murphy, City Attorney

CITY OF LAWNDALE

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

July 18, 2022

TO: Honorable Mayor and City Council

FROM: Sean M. Moore, City Manager

PREPARED BY: Diane Parsley, Executive Assistant
Hrant Manuelian, Finance Director/City Treasurer

SUBJECT: **Designation of Voting Delegate and Alternate(s) to the League of California Cities Conference & Expo – Long Beach - September 7-9, 2022**

BACKGROUND

The League of California Cities (Cal Cities) annual conference will be held September 7 – 9, 2022 in Long Beach, California. During the annual business meeting/luncheon on Friday, September 9, the general assembly will consider and act upon resolutions that establish Cal Cities policies.

Pursuant to the Cal Cities bylaws, to vote on the resolutions, each city council must formally designate a delegate and up to two alternates to represent the city at this meeting. This year, Cal Cities requires receipt of each cities official Voting Delegate/Alternate form no later than Friday, September 2, 2022 and advises Council action by August 31st in order to establish voting delegate/alternate records prior to the conference.

STAFF REVIEW

Designation of Delegate/Alternate(s): Cal Cities procedures allow each city council to designate its voting delegate and alternate(s) via resolution or minute action. In the past, the Mayor has polled the City Council to determine which members wished to attend the conference. The City Council then designated a delegate and alternate(s) by minute action. Staff recommends the same process.

The City's most recent delegates and alternates are listed below:

Year	Delegate	Alternate(s)
2021	Councilmember Cuevas	Councilmember Kearney
2020	Councilmember Suarez	Mayor Pro Tem Kearney
2019	Councilmember Kearney	Mayor Pullen-Miles, Mayor Pro Tem Osborne
2018	Councilmember Osborne	Mayor Pullen-Miles

Conference Resolutions: Any elected or appointed city official, individual city, division, department, policy committee, or the board of directors may submit a resolution for consideration at the annual business meeting. Resolutions should focus on direct municipal issues of statewide importance and must be accompanied by written documentation of concordance by at least five cities. The City Council may wish to take a position on a resolution and give direction to the City's delegate in accordance with that position. Should that occur, City Councilmembers should request that an item be placed on a special meeting agenda. Staff recommends that such requests be forwarded to the City Manager as soon as possible.

Conference Registration and Expenses: The voting delegate and alternate(s) must be registered to attend the conference. They need not register for the entire conference; they may register for Friday only at a reduced one-day rate. In order to cast a vote, at least one voter must be present at the Business Meeting on Friday, September 9, and in possession of the voting delegate card.

Conference registration is now open on the Cal Cities website and will close on August 24, 2022. This year the conference is being held locally in Long Beach and will require minimal travel by car. Due to the proximity of the conference hotel accommodations will not be required, or included in the travel arrangements.

Registration for the full 3 day conference is $650. Single day registration for the Business Meeting, or to attend any one day of sessions is $350. A discount of $50 may be available if registering for the full conference no later than July 27, 2022. Additional reimbursable travel expenses may include daily roundtrip mileage for a personal vehicle, parking fees, and any incidental meals not included. A City vehicle may be requested; and, if available, will reduce the reimbursable costs for daily travel to and from the conference site in Long Beach.

Staff estimates the cost of one person attending the full conference to be up to $925 each. The estimate for a one (1) day session or the business meeting session only for voting purposes, to be up to $430 each.

LEGAL REVIEW

None.

FISCAL IMPACT

The City Council travel and meetings account 100-110-510.620 is budgeted in this Fiscal Year 2022-23 for $1850 for one voting delegate and one voting alternate to attend the full conference.

If more than two councilmembers wish to attend the conference, additional budget appropriations will be required.

RECOMMENDATION

Staff recommends that the City Council

a.) Select a Delegate and Alternate to represent the City at the 2022 League of California Cities Annual Conference; and

b.) direct staff in the City Clerk Department to forward the appropriate formal minute action of such designation to the League of California Cities and the City Manager Department; and

c.) determine if additional Councilmembers will attend the conference, including the funding account; and, if yes,

d.) direct the Finance Director/City Treasurer to identify and appropriate the additional funding required, and make the appropriate transfer of funds to the City Council Travel/Meetings fund.

Attachments:

1. Memo from the League of California Cities dated June 1, 2022, including the 2022 Annual Conference Voting Delegate/Alternate Form and Annual Conference Voting Procedures

2. League of California Cities Annual Conference Tentative Program

Attachment 1

LEAGUE OF CALIFORNIA CITIES

Council Action Advised by August 31, 2022

DATE: June 1, 2022

TO: City Managers and City Clerks

RE: DESIGNATION OF VOTING DELEGATES AND ALTERNATES
League of California Cities Annual Conference & Expo – September 7-9, 2022

Cal Cities 2022 Annual Conference & Expo is scheduled for September 7-9, 2022 in Long Beach. An important part of the Annual Conference is the Annual Business Meeting (during General Assembly) on Friday, September 9. At this meeting, Cal Cities membership considers and acts on resolutions that establish Cal Cities policy.

In order to vote at the Annual Business Meeting, your city council must designate a voting delegate. Your city may also appoint up to two alternate voting delegates, one of whom may vote if the designated voting delegate is unable to serve in that capacity.

Please complete the attached Voting Delegate form and return it to Cal Cities office no later than Friday, September 2. This will allow us time to establish voting delegate/alternate records prior to the conference.

Please view Cal Cities' event and meeting policy in advance of the conference.

- **Action by Council Required.** Consistent with Cal Cities bylaws, a city's voting delegate and up to two alternates must be designated by the city council. When completing the attached Voting Delegate form, please attach either a copy of the council resolution that reflects the council action taken, or have your city clerk or mayor sign the form affirming that the names provided are those selected by the city council. Please note that designating the voting delegate and alternates **must** be done by city council action and cannot be accomplished by individual action of the mayor or city manager alone.

- **Conference Registration Required.** The voting delegate and alternates must be registered to attend the conference. They need not register for the entire conference; they may register for Friday only. Conference registration will open by June 1 on the Cal Cities website. In order to cast a vote, at least one voter must be present at the Business Meeting and in possession of the voting delegate card. Voting delegates and alternates need to pick up their conference badges before signing in and picking up the voting delegate card at the Voting Delegate Desk. This will enable them to receive the special sticker on their name badges that will admit them into the voting area during the Business Meeting.

LEAGUE OF
CALIFORNIA
CITIES

- **Transferring Voting Card to Non-Designated Individuals Not Allowed.** The voting delegate card may be transferred freely between the voting delegate and alternates, but *only* between the voting delegate and alternates. If the voting delegate and alternates find themselves unable to attend the Business Meeting, they may *not* transfer the voting card to another city official.

- **Seating Protocol during General Assembly.** At the Business Meeting, individuals with the voting card will sit in a separate area. Admission to this area will be limited to those individuals with a special sticker on their name badge identifying them as a voting delegate or alternate. If the voting delegate and alternates wish to sit together, they must sign in at the Voting Delegate Desk and obtain the special sticker on their badges.

The Voting Delegate Desk, located in the conference registration area of the Long Beach Convention Center, will be open at the following times: Wednesday, September 7, 8:00 a.m. – 6:00 p.m.; Thursday, September 8, 7:00 a.m. – 4:00 p.m.; and Friday, September 9, 7:30 a.m.–12:30 p.m. The Voting Delegate Desk will also be open at the Business Meeting on Friday, but will be closed during roll calls and voting.

The voting procedures that will be used at the conference are attached to this memo. Please share these procedures and this memo with your council and especially with the individuals that your council designates as your city's voting delegate and alternates.

Once again, thank you for completing the voting delegate and alternate form and returning it to Cal Cities office by Friday, September 2. If you have questions, please call Darla Yacub at (916) 658-8254.

Attachments:
- Annual Conference Voting Procedures
- Voting Delegate/Alternate Form

LEAGUE OF CALIFORNIA CITIES

CITY: _____

2022 ANNUAL CONFERENCE
VOTING DELEGATE/ALTERNATE FORM

Please complete this form and return it to Cal Cities office by Friday, September 2, 2022. Forms not sent by this deadline may be submitted to the Voting Delegate Desk located in the Annual Conference Registration Area. Your city council may designate one voting delegate and up to two alternates.

To vote at the Annual Business Meeting (General Assembly), voting delegates and alternates must be designated by your city council. Please attach the council resolution as proof of designation. As an alternative, the Mayor or City Clerk may sign this form, affirming that the designation reflects the action taken by the council.

Please note: Voting delegates and alternates will be seated in a separate area at the Annual Business Meeting. Admission to this designated area will be limited to individuals (voting delegates and alternates) who are identified with a special sticker on their conference badge. This sticker can be obtained only at the Voting Delegate Desk.

1. VOTING DELEGATE

Name: _____

Title: _____

2. VOTING DELEGATE - ALTERNATE

Name: _____

Title: _____

3. VOTING DELEGATE - ALTERNATE

Name: _____

Title: _____

ATTACH COUNCIL RESOLUTION DESIGNATING VOTING DELEGATE AND ALTERNATES OR

ATTEST: I affirm that the information provided reflects action by the city council to designate the voting delegate and alternate(s).

Name: _____ Email _____

Mayor or City Clerk _____ Date _____ Phone _____
(circle one) (signature)

Please complete and return by Friday, September 2, 2022 to:
Darla Yacub, Assistant to the Administrative Services Director
E-mail: dyacub@calcities.org; Phone: (916) 658-8254

LEAGUE OF
CALIFORNIA
CITIES

Annual Conference Voting Procedures

1. **One City One Vote.** Each member city has a right to cast one vote on matters pertaining to Cal Cities policy.

2. **Designating a City Voting Representative.** Prior to the Annual Conference, each city council may designate a voting delegate and up to two alternates; these individuals are identified on the Voting Delegate Form provided to the Cal Cities Credentials Committee.

3. **Registering with the Credentials Committee.** The voting delegate, or alternates, may pick up the city's voting card at the Voting Delegate Desk in the conference registration area. Voting delegates and alternates must sign in at the Voting Delegate Desk. Here they will receive a special sticker on their name badge and thus be admitted to the voting area at the Business Meeting.

4. **Signing Initiated Resolution Petitions**. Only those individuals who are voting delegates (or alternates), and who have picked up their city's voting card by providing a signature to the Credentials Committee at the Voting Delegate Desk, may sign petitions to initiate a resolution.

5. **Voting.** To cast the city's vote, a city official must have in their possession the city's voting card and be registered with the Credentials Committee. The voting card may be transferred freely between the voting delegate and alternates, but may not be transferred to another city official who is neither a voting delegate or alternate.

6. **Voting Area at Business Meeting.** At the Business Meeting, individuals with a voting card will sit in a designated area. Admission will be limited to those individuals with a special sticker on their name badge identifying them as a voting delegate or alternate.

7. **Resolving Disputes**. In case of dispute, the Credentials Committee will determine the validity of signatures on petitioned resolutions and the right of a city official to vote at the Business Meeting.

Attachment 2

League of California Cities – Annual Conference – Long Beach, California – September 7-9-2022

Tentative Schedule

Wednesday, September 7

Registration Open/Voting Delegates Booth Open
8:00 a.m.–6:00 p.m.

City Clerks Workshop
(additional registration required)
8:30 a.m.-1:00 p.m.

AB 1234 Ethics Training
10:00 a.m.–noon

Regional Division Lunches*
11:30 a.m.–1:15 p.m.

First Time Attendee Orientation
12:45-1:15 p.m.

Opening General Session
1:30-3:30 p.m.

Concurrent Educational Sessions
3:45-5:00 p.m.

Grand Opening Expo Hall and Host City Reception
(exhibitor exclusive; no competing events)
5:00-7:00 p.m.

CitiPAC Leadership Reception
7:00-10:00 p.m.

League of California Cities – Annual Conference – Long Beach, California – September 7-9-2022

Tentative Schedule

Thursday, September 8

Registration Open/Voting Delegates Booth Open
7:00 a.m.–4:00 p.m.

Concurrent Educational Sessions
8:30-9:45 a.m.

Expo Open
9:00 a.m.-3:00 p.m.

General Session
10:00 a.m.-noon

Attendee Lunch in Expo Hall
11:45 a.m.-1:00 p.m.

General Resolutions Committee
1:00-2:15 p.m.

Concurrent Educational Sessions
1:00-5:30 p.m.

Regional Division* and Caucus Events
Evening

League of California Cities – Annual Conference – Long Beach, California – September 7-9-2022

Tentative Schedule

Friday, September 9

Registration Open
8:00 a.m.-12:30 p.m.

Regional Division Breakfast*
7:30-9:00 a.m.

Concurrent Educational Sessions
8:30-11:15 a.m.

AB 1661 Sexual Harassment Prevention Training
9:15-11:15 a.m.

Closing Session and General Assembly (includes lunch)
11:30 a.m.-2:00 p.m.
Schedule subject to change.

**Check with your regional public affairs manager for specific day/time.*

NOTE: Conference registration is required to attend all conference activities including Department and Division meetings and the General Assembly.

CITY OF LAWNDALE

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

July 18, 2022

TO: Honorable Mayor and City Council

FROM: Sean M. Moore, City Manager

PREPARED BY: Mike Estes, Director of Community Services

SUBJECT: School Crossing Guard Program, Determination of Sites for Academic Year 2022-23

BACKGROUND

On August 16, 2021, the City Council approved a two-year agreement with All City Management Services, Inc. (ACMS) for school crosswalk supervision at ten Lawndale Elementary School District crosswalk locations within the geographic boundaries Lawndale. The agreement commenced on August 25, 2021 and continues through June 9, 2023.

STAFF REVIEW

On August 16, 2021, during the discussions related to the agenda item, the City Council directed staff to include a "flex" clause in the agreement which would allow the City to contractually reduce the number of crosswalks beings serviced by the City from ten to no fewer than seven locations.

Agreement "Flex" Language:
In Exhibit C, Schedule of Compensation cost tables, items A1, A2 and A3 of the existing agreement confirms the number of crosswalks to be serviced by ACMS as no more than ten; however, no fewer than seven per the following language: "Number of Hours Per Day at No More 10 Crosswalk Locations; however, No Fewer Than 7 Crosswalk Locations".

Survey Initiated:
At the August 16, 2022 City Council meeting, and during discussions regarding this agenda item, Community Services Department staff suggested that the City take advantage of ACMS' free pedestrian count survey service to gather statistics pertaining to the approximate number of individuals that cross at each crosswalk on each school day. Such survey began on August 25, 2021 and continued for approximately two months, or forty-three school days and ending October 22, 2021.

No Decision Made:
At the May 2, 2022, City Council meeting, the results of the survey were presented to the City Council for review and comment. Although there were discussions about the survey results and their effect on the school crossing guard program, no decisions were made and staff understood that any changes to the number of crosswalks supervised by the City would take effect for the 2022-23 academic year.

Survey Results Below:
The survey results below were provided to the City Council at the May 2, 2022 City Council meeting, at which time the results were briefly discussed. The results of the ACMS' survey completed in October 2021 are again provided:

Abbreviated Pedestrian Count Table

Rank (L to H)	Crosswalk Location	Total AM Crossings	Total PM Crossings	Total Crossings	Daily Average
10	Manhattan Beach Blvd/Prairie Ave.	73	82	155	3.6
9	Freeman Ave/Marine Ave.	96	72	168	3.9
8	W.169th St/Hawthorne Blvd.	96	87	183	4.3
7	Freeman Ave/Manhattan Beach Blvd.	93	103	196	4.6
6	Firmona Ave/Manhattan Beach Blvd.	114	135	249	5.8
5	Marine Ave/Osage Ave.	119	150	269	6.3
4	W. 147th St/Hawthorne Blvd.	129	168	297	6.9
3	Firmona Ave/Marine Ave.	278	238	516	12
2	W. 154th St/Osage Ave.	492	531	1,023	23.8
1	W.154th St/Prairie Ave.	600	610	1,210	28.1
Totals	**N/A**	**2,090**	**2,176**	**4,266**	**99.2**

Average Crossing Numbers:
The above survey results suggest that on average, a combined total of 99 individuals per school day use the ten designated crosswalk locations to get to and from school safely. During the forty-three day survey period, the above table suggests that a total of 4,266 individuals used one or more of the ten crosswalks on any given day while travelling to and/or from school.

Concerning Locations:
In some cases, staff has concerns about eliminating certain crosswalks. For example, the third lowest crossing location in Lawndale, which is located at W. 169th Street and Hawthorne Blvd. is a very wide State highway, and even though the intersection is controlled, this particular crosswalk is a difficult one for students to navigate without crossing guard assistance.

No Changes to the Agreement Necessary:
If there are financial considerations, the City has the contractual authority to reduce the number of crosswalks to no fewer than seven (7) locations. Regardless of the City Council's decision, as it pertains to the number of crossing locations being supervised, the existing agreement will not need to be amended due to the flexible scheduling clause included in the existing agreement. However, if there are changes to the number of locations being supervised, the City will inform the ACMS in writing prior to the start of the 2022-23 academic school year.

LEGAL REVIEW

The City Attorney's office approved the addition of the language to the agreement between the City and ACMS to reduce the number of crossing locations to from the traditional ten, to a number no fewer than seven.

FISCAL IMPACT

If there are no changes to the number of crosswalks serviced by the City for academic year 2022-23, the cost to the City will be approximately $145,565.00, the total cost included in the agreement. However, if it is determined that the City will no longer supervise any number of crossing locations up to a total of three, the City will realize a savings of approximately $14,565.00 per crosswalk location during academic year 2022-23.

RECOMMENDATION

City staff recommends that the City Council consider the following three options as it pertains to the potential elimination of crossing locations for the academic year 2022-23:

1. Make no changes to the existing agreement.

2. Eliminate: 1) Manhattan Beach Blvd. and Prairie Avenue; 2) Freeman Avenue and Marine Avenue: and 3) W. 169th Street and Hawthorne Blvd. from the list of crossing locations for the 2022-23 academic year;

3. Eliminate: 1) Manhattan Beach Blvd. and Prairie Avenue; 2) Freeman Avenue and Marine Avenue: and 3) Freeman Avenue and Manhattan Beach Blvd. from the list of crossing locations for the 2022-23 academic year.

4. Eliminate: 1) Manhattan Beach Blvd. and Prairie Avenue; 2) Freeman Avenue and Marine Avenue: and 3) Firmona Avenue and Manhattan Beach Blvd. from the list of crossing locations for the 2022-23 academic year; or

5. Eliminate: 1) Manhattan Beach Blvd. and Prairie Avenue; 2) Freeman Avenue and Marine Avenue: and 3) W. 154 Street and Osage Avenue from the list of crossing locations for the 2022-23 academic year;

Attachments:

1. May 2, 2022 Staff Report, School Crossing Guard Program, Review of Pedestrian Crossings
2. Actual Crossing Guard Statistics provided by All City Management Services

CITY OF LAWNDALE

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

May 2, 2022

TO: Honorable Mayor and City Council

FROM: Sean M. Moore, City Manager

PREPARED BY: Mike Estes, Director of Community Services

SUBJECT: School Crossing Guard Program, Review of Pedestrian Crossing Statistics

BACKGROUND

At the August 16, 2021, City Council meeting, the two-year agreement for school crossing guard services with All City Management Services, Inc. (ACMS) was considered by the City Council. During the discussions, the City Council desired to implement a "flexible" scheduling system.

STAFF REVIEW

Per the City Council's direction on August 16, 2021, the flexible scheduling system was included in the existing agreement allowing the City of Lawndale to reduce the number of crossing locations from the existing ten (10) crosswalk locations to no fewer than seven (7).

Student and Pedestrian Count Methodology:
During the discussions, Community Services Department staff suggested the City take advantage of the pedestrian count service offered by ACMS to their clients free of charge. In addition, City staff suggested that a two-month survey period would provide adequate statistical data at each of the ten (10) crosswalk locations to make sound decisions regarding the school crossing guard program.

Informal Student and Pedestrian Count Survey:
It is important to understand that the pedestrian count service offered by ACMS is an informal process and cannot be considered a formal study. Because the pedestrian counts are completed by each crossing guard supervising his/her respective location and not by someone specifically dedicated to that particular job, the counts are likely not 100% accurate.

In addition, please note that the crossing guard attendants record all pedestrian crossings to include students, parents and others who may cross at one of the ten (10) supervised crossing locations.

Survey Study Period:
ACMS began recording pedestrian crossings the first day of school on Wednesday, August 25, 2021. The pedestrian count process continued for approximately two months (43 school days) and concluded on Friday, October 22, 2021, for both AM and PM shifts.

The table below is a summary of student and pedestrian counts for each of the ten (10) crosswalk locations being serviced by ACMS. Each crossing location is ranked in inverse order for the two-month period, or 43 total school days:

Abbreviated Pedestrian Count Table

Rank (L to H)	Crosswalk Location	Total AM Crossings	Total PM Crossings	Total Crossings	Daily Average
10	Manhattan Beach Blvd/Prairie Ave.	73	82	155	3.6
9	Freeman Ave/Marine Ave.	96	72	168	3.9
8	W.169th St/Hawthorne Blvd.	96	87	183	4.3
7	Freeman Ave/Manhattan Beach Blvd.	93	103	196	4.6
6	Firmona Ave/Manhattan Beach Blvd.	114	135	249	5.8
5	Marine Ave/Osage Ave.	119	150	269	6.3
4	W. 147th St/Hawthorne Blvd.	129	168	297	6.9
3	Firmona Ave/Marine Ave.	278	238	516	12
2	W. 154th St/Osage Ave.	492	531	1,023	23.8
1	W.154th St/Prairie Ave.	600	610	1,210	28.1
Totals	**N/A**	**2,090**	**2,176**	**4,266**	**99.2**

Crosswalks with the Fewest Pedestrian Crossings:

Per the pedestrian counts provided by ACMS, the four crosswalk locations with the fewest number of crossings are: 10) Manhattan Beach Blvd and Prairie Avenue, a controlled intersection with an average 3.6 individuals crossing per day; 9) Freeman and Marine avenues, a controlled intersection with an average 3.9 individuals crossing per day; 8) W. 169th Street and Hawthorne Blvd., an uncontrolled intersection with an average 4.3 individuals crossing per day; and 7) Manhattan Beach Blvd. and Freeman Avenue, a controlled intersection with an average of 4.6 individuals crossing per day.

Staff has concerns about the potential elimination of the crossing location at W. 169th. Street and Hawthorne Blvd. due to the fact that this location is a non-controlled intersection.

Summary:

Of the four crosswalks mentioned above with the fewest number of pedestrian crossings, three of them are two-way controlled intersections: Manhattan Beach Blvd/Prairie Avenue, Marine Avenue/Freeman Avenue and Manhattan Beach Blvd/Freeman Avenue. A fourth crossing location, W. 169th Street and Hawthorne Blvd., is a two-way, non-controlled intersection which crosses a State Highway (SR 107), or more commonly known as Hawthorne Boulevard.

If there are financial considerations, the City has the contractual authority to reduce the number of crosswalks to no fewer than seven (7) locations, or any locations fewer than the existing ten (10). Regardless of the City Council's decision, as it pertains to the number of crossing locations being supervised, the existing agreement will not need to be amended due to the flexible scheduling clause in the existing agreement.

LEGAL REVIEW

None.

FISCAL IMPACT

There will be no fiscal impact if there are no crossing locations eliminated from service. However, if there are changes to the number of crossing locations serviced, the City will see nominal cost savings.

RECOMMENDATION

Staff recommends that the City Council consider one of the following options:

1. Make no changes to the existing agreement between the City of Lawndale and All City Management Services, Inc. and continue to provide services at all 10 crosswalk locations;

2. Eliminate the location with the fewest number of recorded crossings at the controlled intersection of Manhattan Beach Blvd. and Prairie Avenue and continuing services at nine (9) remaining locations;

3. Eliminate the two locations with the fewest number of recorded crossings at the controlled intersections of Manhattan Beach Blvd./Prairie Avenue, and Marine Avenue/Freeman Avenue and continuing services at the eight (8) remaining locations;

4. Eliminate the three locations with the three of the four fewest number of recorded crossings at the controlled intersections of Manhattan Beach Blvd./Prairie Avenue, Marine Avenue/Freeman Avenue, and W. 169th Street/Hawthorne Blvd. or Manhattan Beach Blvd./Freeman Avenue and continuing services at the seven (7) remaining locations.

ALL CITY MANAGEMENT SERVICES

NOTE: The following information is based on the best effort of the Crossing Guard on duty to count student trips to and from school at the crosswalks indicated. It is provided as an informal professional courtesy only and does not represent official pedestrian/traffic studies. Locations are arranged alphabetically by School Name.

AUGUST 25, 20221 to SEPTEMBER 24, 2021		WEEKLY AVERAGES					
		08/25/21-08/27/21	08/30/21-09/03/21	09/06/21-09/10/21	09/13/21-09/17/21	09/20/21-09/24/21	
Site	Intersection and School	AM / PM	AM / PM	AM / PM	AM / PM	AM / PM	AVG TOTALS AM / PM
1	**Firmona/Manhattan Beach** Addams(Jane) Middle	12/16	13/14	12/14	13/16	14/15	12.8/14.6
2	**Firmona/ Marine** Addams	35/30	28/24	30/25	30/25	32/30	31/26.8
3	**154th/Prairie Ave** Anderson (William) Elem Rogers (Will) Middle	65/70	70/60	60/70	75/69	60/72	66/68.2
4	**Marine/Osage** Anderson (William) Elem Rogers (Will)) Middle	15/22	13/25	15/20	12/12	9/12	12.8/18.2
5	**154th/Osage** Anderson (William) Elem Rogers (Will) Middle	60/55	54/53	54/60	53/61	56/73	54/61
6	**169th/Hawthrone** Green (William) Elem	10/12	11/7	11/10	11//12	10/5	10.6/9.2
7	**147th/Hawthrone** Smith (Lucille) Elem	14/12	15/20	13/22	15/23	15/23	14.4/20
8	**Freeman/Manhattan** Roger (Will) Middle Anderson (William) Elem	12/15	10/13	10/13	10/15	09/08	10.2/12.8
9	**Freeman/Marine** Rogers (Will) Middle Anderson (William) Elem	11/15	11/15	11/6	11/3	11/9	11/9.6
10	**Manhattan Beach/Prairie** Rogers (Will) Middle Anderson (William) Elem	10/12	9/7	7/10	7/10	10/7	8.6/9.2

SEPTEMBER 27, 2021 to OCTOBER 22, 2021		WEEKLY AVERAGES				
		09/27/21-10/1/21	10/04/21-10/08/21	10/11/21-10/15/21	10/18/21-10/22/21	
Site	Intersection and School	AM / PM	AM / PM	AM / PM	AM / PM	AVG TOTALS AM / PM
1	**Firmona/Manhattan Beach** Addams(Jane) Middle	12/16	13/14	12/14	13/16	12.25/15
2	**Firmona/ Marine** Addams	35/30	28/24	30/25	30/25	30.75/26
3	**154th/Prairie Ave** Anderson (William) Elem Rogers (Will) Middle	65/70	70/60	60/70	75/69	67.5/67.25
4	**Marine/Osage** Anderson (William) Elem Rogers (Will)) Middle	15/15	13/20	15/12	12/12	13.75/14.75
5	**154th/Osage** Anderson (William) Elem Rogers (Will) Middle	60/55	54/53	54/60	53/61	54/61
6	**169th/Hawthrone** Green (William) Elem	10/12	11/7	11/10	11//12	10.75/10.25
7	**147th/Hawthrone** Smith (Lucille) Elem	14/12	1516	13/20	15/20	14.25/17
8	**Freeman/Manhattan** Roger (Will) Middle Anderson (William) Elem	12/10	10/13	10/9	10/9	10.5/10.25
9	**Freeman/Marine** Rogers (Will) Middle Anderson (William) Elem	9/12	10/3	11/6	11/3	10.5/7.25
10	**Manhattan Beach/Prairie** Rogers (Will) Middle Anderson (William) Elem	10/12	9/7	6/9	5/8	7.5/9

CITY OF LAWNDALE

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

DATE: July 18, 2022

TO: Honorable Mayor and City Council

FROM: Sean M. Moore, City Manager

PREPARED BY: Jared Chavez, Acting Director of Community Development

SUBJECT: **Community Development Permit Deposit Based Fees**

BACKGROUND

This report is being provided to give the City Council an update on the current Planning Deposit fees and provide a breakdown of the types of projects reviewed and how much is charged for each review.

On December 4, 2017 the City Council adopted Resolution No. CC-1712-059 updating the Community Development's Planning Department fee schedule, which went into effect on February 5, 2018. The previous schedule was outdated as was last updated in 2001. As part of the resolution, a survey was conducted for the surrounding cities fee schedules as well as a time and materials study. The intent of the newly updated fee schedule was to recoup the actual costs to the City of reviewing and processing land use and development permits; therefore avoiding the City subsidizing those fees.

In FY 2020-2021 the Finance Department along with support from a consulting firm, conducted a fee study which provided an updated analysis of the City's costs during FY 2020/2021 of providing fee-related services. Planning fees, such as entitlement reviews and compliance with zoning code reviews were examined in the study and new fees were proposed for these services. On April 5, 2021 the City Council adopted Resolution 2104-017. This allows the City to recover costs for staff to process, handle, and oversee development projects without taking away funding or resources away from the general fund for essential services that service the community. The fee study was conducted to bring the fees up to date with the current market and to make sure the fees where consistent with the surrounding cities.

Below is the historical costs for department fees from 2001 to present.

	2001	2018	2022
Site Plan Review Residential	$100	$1,813.61*	$2,500*
Site Plan Review Commercial	$200	$1,813.61*	$2,500*
Special Use Permit	$1,200 *	$5,062.75 *	$8,000*
Zone Change	$2,000	$6,764.69 *	$8,000*
Specific Plan Amendment	$2,000	$6,764.69 *	$8,000*
Text Amendment	$2,500	$6,764.69 *	$8,000*
General Plan Amendment	$2,000	$6,764.69 *	$8,000*
GP Amendment With Zone Change	$2,400	N/A	N/A

	2001	2018	2022
Variance	$2,000	$3,682.86*	$5,000*
Tentative PM/TM	$2,000	$3,470*	$5,000*
Lot Line Adjustment/Lot Merger	$500	$1,074.48*	$1,500*
Final Parcel Map/ TM	$2,000	$2,914.33*	$4,000*
EIR	$2,000*	$7,272.25*	$10,000*
Negative Declaration	$600	$4,472.25*	$5,000*
Development Permit	$2,000	$4,187.75*	$6,500*
Land Use Determination	$265	$2,542.61*	$3,500*
Appeals	$350	$2,262.61*	$2,500*
Design Review	$200	$1,404.61*	$2,000*
Apt/ Condo Conversion	$2,800	$5,062.75*	$10,000*
Wireless plan check	$2,500*	$5,452.36*	$2,500*
Time Extension	$100	$2,262.61*	$2,500*
Restrictive Use Covenant	N/A	$965*	$1,000*

* Deposit Based fees

Site Plan Reviews
Site plan reviews are the most common applications in the City of Lawndale. Approximately 14 hours are spent on a site plan review. Approximately 90% of the site plans submitted have unpermitted items identified on the site.

According to the City's records, code enforcement cases spend from 90 to 110% of their deposits from the Planning department alone. This does not include the cost from the Municipal Services Department or the City Attorney, to maintain an active code case if a property fails comply with the code. The following list is a typical process on a site plan review:

- Submittal and input into system
- Project assignment
- Talking to applicant on a consistent basis regarding project
- Plan review
- Building permit review
- Aerial review
- Historical aerials review
- Review of city codes and plans for compliance
- Review of other past documents; residential property reports, code enforcement letters, code enforcement photos, business licenses, past site plan review
- Conversations with code enforcement (if any)
- Research and records request with LA County Assessor's Office and Building & Safety
- Working on correction letter
- Project review by supervisor
- Discussion with staff members (if needed) to resolve issues
- Sending letter, updating city view, updating file
- Reviewing resubmittals
- Working on conditionally approved letter

- Final review of plans after building & safety approval
- Final inspection. Conduct more inspections if project does not conform to approved plans
- Reviews typically take approximately 10 business days
- Resubmittals take about 5-10 business days

Depending on the project some reviews may take longer than others; minor projects are typically processed in a small time frame such as a bathroom remodel with no code violations. Staff conducted a survey on the closed out projects which have received refunds since deposits where adopted for site plan reviews.

The following chart shows the median charges per project type, based on the closed out projects.

Project Type	Average cost (2018-2021)
Major code enforcement	$2,262.78
Standard code enforcement	$1,072.07
Minor code enforcement	$574.09
Additions	$1,575.50
New units	$1,658.63
Full remodel/ Commercial tenant improvement	$1,657.88
Minor Remodel	$581.99
Accessory Dwelling Units	$869.00

Major code enforcement cases typically have several unpermitted items or it has been a case where the applicant has not complied with the City code and the case has been ongoing for more than one year. Standard code cases are cases with several violations; however, the applicant has complied and worked with the City to get things resolved. Lastly, minor code cases are those where small items have been unpermitted and the applicant has taken fast action to comply with City codes. Most of the time minor code cases include construction of a patio without permits and the applicant demolishes the structure immediately, as well staff not finding any other unpermitted items on the site.

Project Charges vs. Project Refunds

Deposit based projects get billed hourly depending on the work that is put into the project by Community Development staff. As stated on the above chart, it can be seen that most projects do not use up all the deposit fees. For those left over funds, staff issues refunds to the applicants that have completed or closed out their projects. It is common that applicants may forget to request their refunds; due to this staff has is proactive and send out letters to applicants of those projects that have been closed out to verify information and process their refunds.

The following chart indicates the deposits, charges and refunds per year since 2018. If a project is active and ongoing, you may see a remaining balance in the deposit list below.

Year	Deposit Amount	Total Charges	Refund Amount	Remaining Balance	% Left
2018	$400,215.58	$254,786.51	$83,667.58	$61,339.26	15.3%
2019	$417,190.39	$214,375.28	$50,319.55	$153,326.25	36.8%
2020	$342,691.29	$203,651.96	$11,298.14	$127,741.19	37.3%

Year	Deposit Amount	Total Charges	Refund Amount	Remaining Balance	% Left
2021	$411,913.51	$233,150.55	$6,184.35	$167,355.56	40.6%
2022	$221,250.00	$36,509.00	$2,500.00	$182,241.00	82.4%
TOTAL	**$1,793,260.77**	**$942,473.30**	**$153,969.62**	**$692,003.25**	**38.6%**

Cost Recovery
Since the adoption of the new fees the City's General Fund is no longer subsidizing the Community Development Department. Site plan reviews were initially a $100 flat fee. In 2018 the City processed 140 site plan reviews. If the fees had not been changed the City would have only recovered $14,000, while the cost of labor was $254,786.51. This difference of $240,786.51 would have had to be covered by the City's General Fund, consists of tax payer's money. Deposit based fees have helped the City's Community Development Department by become self-sufficient by not requiring an appropriation from the General Fund.

The deposit based fees have been successful due to its cost recovery abilities. The deposit is there to only charge the work that is put into the project. Other cities have flat fees for projects, which is not fair for those who have a minor project or code case and would only spend a small portion of a deposit verses those who have major projects or code cases which use up most of the deposit.

CONCLUSION

Every project is unique and, therefore all charges will be different; however, most permit applicants receive a refund from their deposits. The applicant is only charged for the work that is completed on the project. The refund is given at the end of the project once the final inspection has been completed and staff has signed off on the project.

In conclusion, deposit based fees have been successful in helping the Community Development Department become self-sufficient and not requiring the General Fund to support it. The department is no longer subsidized by the City's General Fund which has allowed to the City expand other important services such as public safety.

LEGAL REVIEW

N/A

RECOMMENDATION

Staff recommends that the City Council receive and file the Community Development Deposits report.

CITY OF LAWNDALE

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

DATE: July 18, 2022

TO: Honorable Mayor and City Council

FROM: Sean M. Moore, City Manager

PREPARED BY: Jared Chavez, Acting Director of Community Development

SUBJECT: **Community development permit fees report**

BACKGROUND

On December 4, 2017 City Council adopted Resolution No. CC-1712-059 updating the Community Development's Planning Department's fee schedule. The previous scheduled was outdated as it had not been updated since 2001. As part of this approval a survey was conducted for the surrounding cities fee schedules as well as a time and materials study. The intent of the newly updated fee scheduled was to recoup the actual costs to the City of reviewing and processing land use and development permits. Therefore avoiding the City having to subsidize those fees.

In FY 2020-2021 the Finance Department along with support from a consulting firm conducted a fee study which provided an updated analysis of the City's costs during FY 2020/2021 of providing fee-related services. Planning fees, such as entitlement reviews and compliance with zoning code reviews were examined in the study and new fees were proposed for these services. On April 5, 2021 the City Council adopted Resolution 2104-017. This allows the City to recover costs for services for which derive from an individual person or entity's action request.

This report has been put together to give City Council an update on the current Planning fees and compare them against nearby and similar cities within LA County.

The following cities fee schedules where used as comparison in the 2017 fee survey. Staff reviewed the same cities' newly updated fees to prepare this report: Carson, Gardena, Manhattan Beach, Redondo Beach and Torrance.

	Permits				
Cities	SUP/CUP	Tentative TM	Site Plan Review	Fence	Flatwork/ Landscaping
Carson	$ 6,000.00	$ 22,000.00	$ 10,000.00	$ -	$ 1,500.00
Gardena	$ 4,656.00	$ 4,656.00	$ 4,656.00	$ -	$ -
Manhattan Beach	$ 10,908.00	$ 4,074.00	$ 8,393.00	$ 916.00	$ 916.00
Lawndale	$ 8,000.00	$ 5,000.00	$ 2,500.00	$ 420.00	$ 390.00
Torrance	$ 17,614.00	$ 8,860.00	$ 5,854.00	$ 791.00	$ 554.00
Redondo Beach	$ 24,600.00	$ 2,370.00	$ 2,840.00	$ 330.00	$ 1,090.00

As illustrated above you can see that the fees for Lawndale are in the close range with existing fees from other cities. The study that was conducted in 2021 used similar cities and averaged them out to proposed similar fees for the City that would be consistent with the current market rate and would cover the costs of conducting work related to the projects.

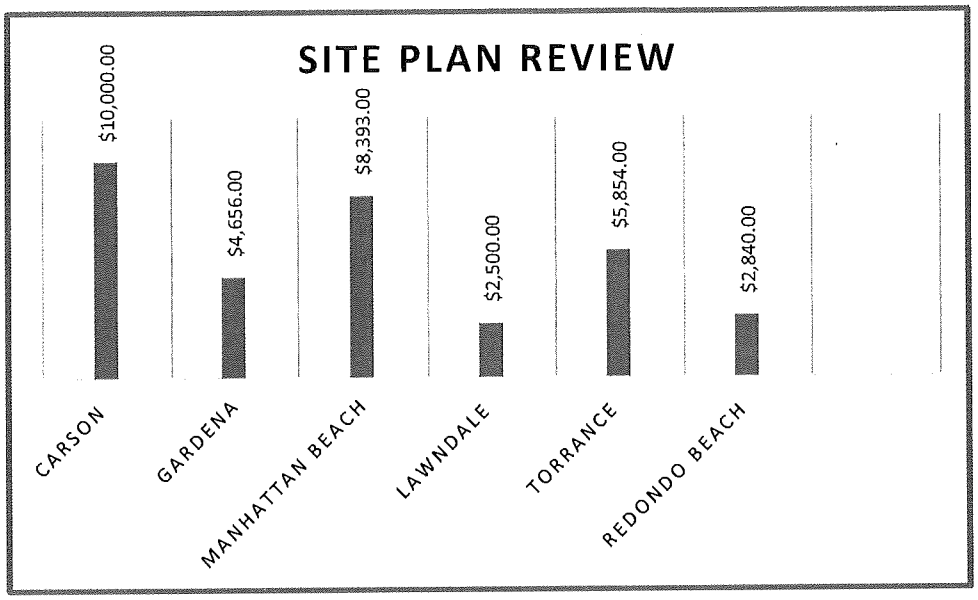
The City of Lawndale fees vary depending on the application, however Site Plan Review, Special Use Permits and other entitlements are deposit based fees.

Special Use Permits

A Special Use Permit is a permit issued by the city authorizing establishment and operation of a special use. A special use permit for Lawndale has the same meaning as a conditional use permit in the cities we studied (Section 17.08.020). Special uses are uses that are subject to discretionary review and must be reviewed and analyzed and conditions to reduce impacts may be imposed. Special Use Permits typically take about 3-4 months to process and require public noticing, comment requests from other agencies, staff reports, research and a public hearing. Lawndale's fees are deposit based. This means that we take in a deposit and then charge against it for work on the permit. Many other cities have flat fees, which means that a simple conditional use permit and a very complicated one cost the same. Lawndale's model works better to capture the actual cost of each individual permit. Most Special use applications were using all their deposits or exceed the deposit fee and requiring us to seek additional deposits, which is why the fee was increased from 5,000 to $8,000. It may seem higher than most cities mentioned above, but because it is deposit-based a simple Special use application will see much of the deposit returned to the applicant.

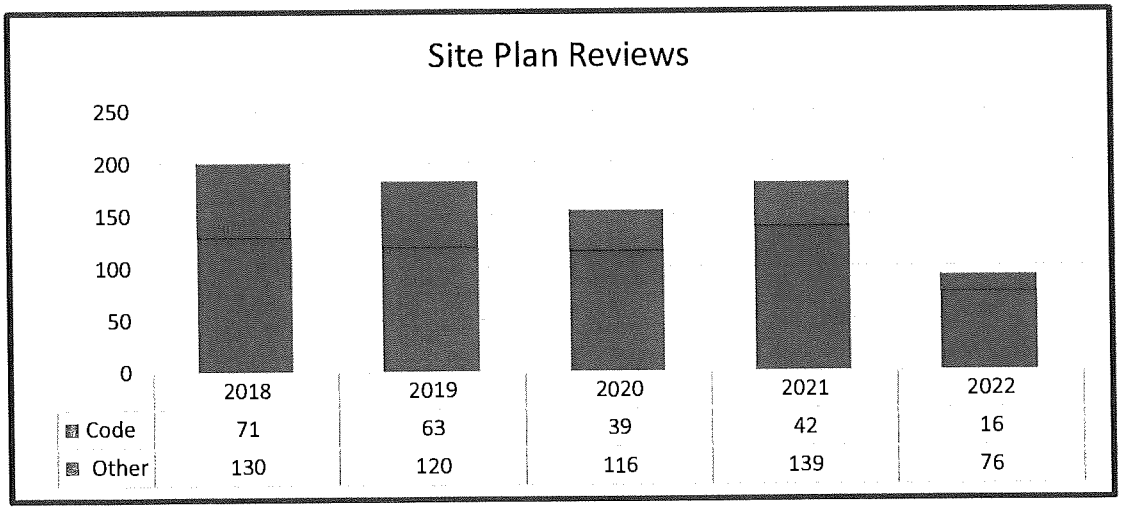
Site Plan Review

Site plan reviews are the most popular permit in the City of Lawndale. The City conducted two fee studies one in 2017 and the other in 2021. The following chart shows the most recent costs for site plan reviews in those cities.



The following exhibit shows the percentage of code enforcement related cases submitted for site plan review from 2018 through June 2022. The City receives 140 site plan reviews per year on average, and approximately about 50% of them are code related. The other site plan reviews come from additions, new units, remodels, commercial tenant improvements and Accessory Dwelling Units. Although those initial submittals are code related nearly 90% of properties submitting for other purposes are found to be in violation of the code.

Due to the State of California Senate Bills for Accessory Dwelling Units (ADU) requirement the City of Lawndale has been obligated to expedite ADU reviews within 60 days. Due to the high volume of code violations found during the site plan review process and the States regulation requirements the City must process the ADUs trough a separate site plan review application. This would require another deposit however most ADU applications receive approximately 75% of their deposit back (+/- $1800/$2500).



According to the City's records code enforcement cases spend from 90 to 110 % of their deposits from the Planning department alone. This does not include the Municipal Services time and the City Attorney fees when they do not comply. The following list is a typical process on a site plan review:

- Submittal and input into system
- Project assignment
- Talking to applicant on a consistent basis regarding project
- Plan review
- Building permit review
- Aerial review
- Historical aerials review
- Review of city codes and plans for compliance
- Review of other past documents; residential property reports, code enforcement letters, code enforcement photos, business licenses, past site plan review
- Conversations with code (if any)
- Research and records request with LA County assessor's and Building & Safety
- Working on correction letter
- Project review by supervisor
- Discussion with staff members (if needed) to resolve issues
- Sending letter, updating city view, updating file
- Reviewing of resubmittals
- Working on conditionally approved letter
- Final review of plans after building & safety approval
- Final inspection, possibly conduct more inspections if project does not conform to plans
- Reviews typically take approximately 10 business days
- Resubmittals take about 5-10 business days

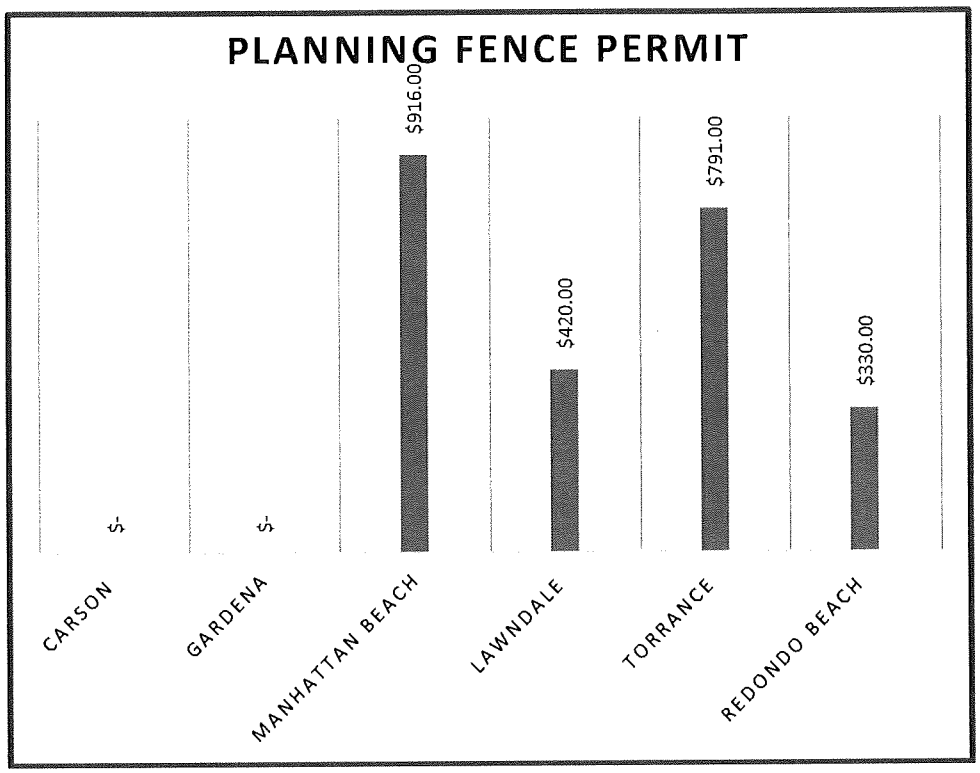
Depending on the project (and some may take longer than others), minor projects that are not code enforcement cases are typically processed in a small time frame such as a bathroom remodel with no code violations. This type of project would typically only use up about 25% of the deposit fee while bigger projects such as additions would normally use up to 77% of their deposits. Again, anything in a deposit that is not used is refunded to the applicant.

Fences

In 1994 the City Council directed staff to draft an Ordinance that required zoning permit approval before the installation of a fence or wall within residential areas. At the time, it was determined that fence permits were needed because it was common that residential fences were installed without meeting regulations. To resolve the issue and to prevent timely and costly measures to correct zoning violations, the City decided to require a zoning fence permit when installing fences in residential areas. The initial fence permit fee in 1991 was $50 to review the application and plans. In 1994, when the new Ordinance requiring fence permits was adopted, a new and lower fee of $30 was also adopted.

In 2017 Community Development Staff conducted research on the Planning Department's fee schedule and found that the fees were outdated and deficient which resulted in the City using General Fund money to subsidize development. This resulted in diversion from General Fund monies away from much needed City services such as that of public safety. Staff completed a study on fees and calculated an hourly rate for a range of tasks. Staff brought Resolution No. CC-1712-59 to the City Council on December 4, 2017

recommending the fee be increased from $30 to $324.25. The City Council adopted the resolution based on staff's findings and recommendations.



Fence permits vary through LA County. Some Cities only have fence guidelines while others require planning and building permits and some only require planning permits. As illustrated above the City of Lawndale's fence permit fee is in the mid average permit cost. The chart above shows the cities that offer planning permits for fences. Those that do not offer planning permits such as Carson and Gardena require a building permit for fences which go off of valuation. Redondo Beach which have a lower fee charge $220 for each planning re-inspection.

The City of Lawndale only requires building permits for fences over 6 ft. or retaining walls. A typical building permit for a fence in Lawndale based on previously approved permits is about $1,550.35. The City offers the Planning fence permit as an easier and more affordable way to obtaining a fence permit while allowing the City to enforce the code and reduce dilapidate or unsafe materials.

Below is an example of what it would cost through the City if the permit would go through building and safety rather than planning.

Intake Application	$22.25	- Admin. Assistant/Permit Technician to receive and process application (15 min).
Planning Dept. Review	$75.50	- Planner to review application and determine that proposed work meets zoning standards (30 min).
Total for all Fees related to Permit	$320.00	- 125 sq. ft. (6" width by 125 linear feet) at **$13.38** per square feet (lower end valuation of $1,672.50).

Plan Check	$188.00	- Fee for engineer to review footings and structural. Fee is 85% of the building permit fee.
Code Enforcement Investigation Fee	$809.60	- This fee is added when there is an active code violation. The fee is **$809.60** if a contractor pulls the permit and **$404.80** if the permit is pulled as owner-builder.
Inspection fee *(after excessive amount of inspections)*	$135.00	- The permit fee covers the cost for several inspections. If the building inspector has been out to the property numerous times and the contractor/owner is not making the necessary changes or corrections, the building inspector may request that an inspection fee is paid for each additional inspection. Fee is based on the hourly rate of the inspector, per hour.
PERMIT FEE:	**$1,550.35**	

The City of Lawndale allows residents to repair their fences without a permit if is less than 25% of the straight line horizontal linear dimension of that segment of the fence or wall. Permits are required for all other work such as replacing, removing or adding fences. Building permits are only required when the new fence has an electrical component, it's a retaining wall or if it's higher than 6 ft.

Flatwork/ Landscaping permits

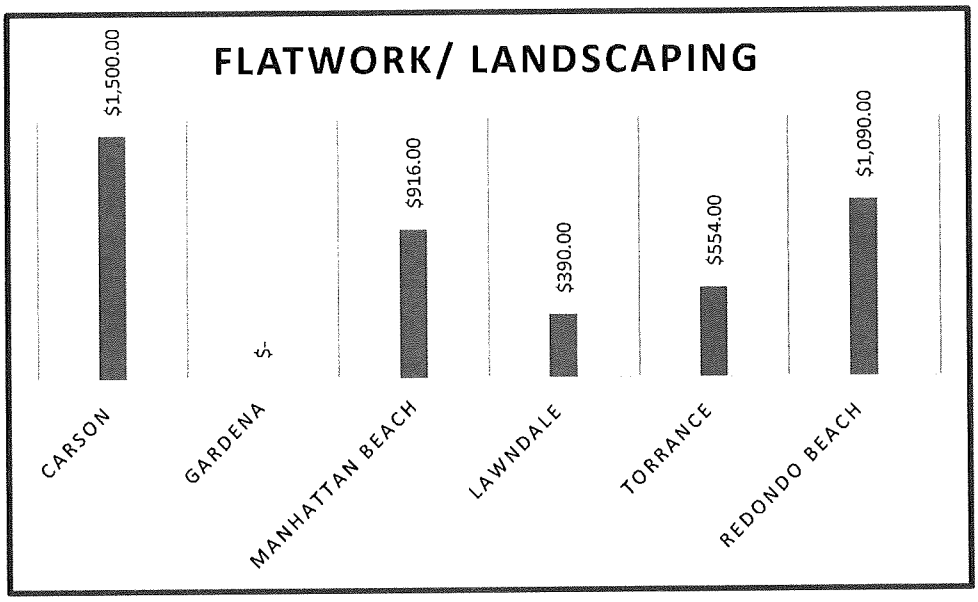
On December 17, 2007 the City Council adopted requirements to submit a permit application and plot plan for flatwork and/or landscaping within the front yard for review by the Community development department. At that time many residents were removing their front yard landscaping area to install concrete and park their cars. This caused drainage problems when it rained and became a public nuisance. It also deteriorated the look of the neighborhood potentially creating a less desirable area to live in and potentially reducing property values.

The City also added new regulations to require a 50% minimum for live landscaping in the front yard setback area as well as new regulations for parking pads for those who had nonconforming parking and needed additional parking areas. The flatwork permit was established to make sure that those who wanted to install flatwork or new landscaping would comply with the code and at the same time protecting the community's health welfare and safety.

The fence permit review includes the following steps:

- Submittal log in system
- Review zoning code
- Review plans for completeness
- Review code case (if any)
- Review aerials and street view photos
- Correction letter/email to applicant (if any)
- Conditional approval of plans
- Inspection
    - Measuring fence
    - Measuring gaps
    - Checking materials
- Unlimited re-inspections for compliance

- Unlimited reviews of plans if resubmitted
- Unlimited meeting and phone calls with applicant
- Reviews typically take from 1-2 business days.



The cost for a flatwork/landscaping permit for the City of Lawndale is currently $390. As illustrated above some cities do not require a flatwork/landscaping permit. Gardena, Hawthorne and Redondo use site plan reviews as part of their landscaping review which as shown above in the fee survey can be very costly. Bellflower and Carson only have low water consumption landscaping plan reviews available which are high in cost.

The flatwork/landscaping permit review includes the following steps:

- Submittal log in system
- Review zoning code
- Review plans for completeness
- Review code case (if any)
- Review aerials and street view photos
- Correction letter/email to applicant (if any)
- Calculation of 50% of front yard
- Conditional approval of plans
- Inspection
    - Measuring all front yard
    - Measuring landscaping areas
    - Measuring flatwork areas
- Unlimited re-inspections for compliance
- Unlimited reviews of plans if resubmitted
- Unlimited meeting and phone calls with applicant
- Reviews typically take from 1-2 business days.

The City also offers a free of cost option if grass is installed as landscaping in the front yard to meet the code.

CONCLUSION

The City of Lawndale requires certain permits to regulate the zoning code and prevent future zoning violations. Some permits are offered as a more affordable and efficient way to comply with the code that such as the fence and flatwork permits. Other permits such as SUPs and Variances are required in special circumstances. In conclusion based on the research conducted the fees that City of Lawndale offers are similar to the ones in cities where the medium income is close as well as those nearby cities in the South bay.

LEGAL REVIEW

N/A

RECOMMENDATION

Staff recommends that the City Council receive and file the Community Development fees report.

ATTACHMENTS

a) Cities fee schedule
b) Resolution CC-2104-017 Revised Fee schedule and Staff report
c) Resolution CC-1712-059 Administrative Fees for CDD

ATTACHMENT A
Cities fee schedule

RESOLUTION 19-068 / ORDINANCE 19-1931

Carson

I.	GENERAL ADMINISTRATIVE	FEE
	1. Records Research (non-Public Records Act related)	$55 per hour
	2. Document Printing or Copying (City records)	$1 first page - $0.25 per additional page
	3. Tape/CD/DVD Copying	$20 each
	4. Microfiche	$10 first document $1.50 per add'l page
II.	**CITY CLERK**	
	1. Agenda & Minute Mailing (face only for agenda)	$175
	2. Document Certification	$5 each
	3. Minutes Only (Council/Successor Agency/Housing Authority)	$100 each year
	4. Agenda (Council/Successor Agency/Housing)	$75 each year
	5. Complete Agenda (Council only)	$600 each year
	6. Complete Agenda (Successor Agency/Housing Authority)	$125 each year
	7. Municipal Code	
	a. Copy of Carson Municipal Code (CMC)	$175
	b. Annual Supplements	$50 each year
	c. Copies of Pages of CMC	$0.25 per page
	8. FPPC Filings (Fair Political Practices Commission - Campaign and Conflict of Interest Statements)	$0.10 per page
	9. FPPC Related Records Retrieval (for reports and statements that are five or more years old)	$5 per request
	10. Plans & Specifications for Neighborhood Pride Program	$5
	11. Notary Services	
	a. Acknowledgements	$15 per signature notarized
	b. Jurats	$15 per signature notarized
	c. Proofs of Execution	$15 per signature notarized
	d. Oaths & Affirmations	$15 per oath or affirmation
	e. Depositions	
	1. Take a Deposition	$30
	2. Administer the Oath to Witness	$7
	3. Complete Jurat Certificate	$7
	f. Photocopy of Journal Entry	$0.30 per page (line entry)
	12. Passport Execution Fee	$35 per application
	13. Passport Photos	$9 for two photos
	14. Lobbyist Registration Fee	
	a. Initial	$220
	b. Annual	$50
	c. Amendment	$10
	15. Candidate Administrative Fee	$250
	a. Candidate Filing Fee	$25

III.	**CITY TREASURER**	
	1. Returned Check Charge plus Amount of Original Check	$25 first check $35 for each subsequent check from same payee
	2. Convenience Fee for Online Transactions	2% of taxes due
	3. Credit Card Chargeback Processing Fee	$15
IV.	**FINANCE**	**FEE**
	A. FINANCE DIVISION	
	1. Comprehensive Annual Financial Report (CAFR)	$35
	2. Adopted Budget	$50
	B. INFORMATION SERVICES DIVISION	
	1. Maps	
	a. Stock Maps - Regular Bond (8.5" x 11") B&W	$1
	b. Stock Maps - Regular Bond (11" x 17") B&W	$1.50
	c. Stock Maps - Regular Bond (8.5" x 11") Color	$1.50
	d. Stock Maps - Regular Bond (11" x 17") Color	$2.50
	e. Stock Maps - Regular Bond (24" x 36") Color	$4.50
	f. Stock Maps - Regular Bond (36" x 48") Color	$8
	g. Stock Maps - Glossy Paper (8.5" x 11") Color	$2
	h. Stock Maps - Glossy Paper (11" x 17") Color	$4
	i. Stock Maps - Glossy Paper (24" x 36") Color	$7
	j. Stock Maps - Glossy Paper (36" x 48") Color	$13
	k. Custom Maps Data	$55 per hour
	C. REVENUE DIVISION	
	1. Business License Listing	
	a. All Businesses	
	1. Hard Copy	$30 plus tax
	2. Mailing Labels	$65 plus tax
	3. Electronic Transmission	$20 plus tax
	b. In-City Businesses Only	
	1. Hard Copy	$25 plus tax
	2. Mailing Labels	$60 plus tax
	3. Electronic Transmission	$20
	c. Monthly New Business Lists and Special Reports by Business Classifications. (Includes up to 2 classifications and 30-minute set-up)	
	1. Hard Copy	$15 for first page $1 per additional page, plus tax
	2. Mailing Labels	$15 for first page $2 per additional page, plus tax
	3. Electronic Transmission	$15
	2. Processing Fee	
	a. Determination of Public Convenience or Necessity	$100

b. Out of City and Other Business Types Not Required to Pay Application Fee	$25
3. Returned Check Charge plus Amount of Original Check	$25 first check $35 for each subsequent check from same payee
4. Appeal Fee	$100
5. Parking Permit Fee	$22 per address plus $5 per parking decal, plus $5 per replacement decal
6. Fireworks	
a. Sales Permit Application (for each location)	$25
b. Sales Permit (each location). Fee includes $100 inspection fee by Building and Safety Division	$225
c. Refundable Deposit for Site-Clearing (each location)	$100
d. Wholesale Permit Application (annual)	$150
e. Wholesale Permit (each location)	$1,530
f. Storage Application (each location)	$150
g. Public Display Application (each location)	$150
h. Fireworks Stand Location Transfer Request	$40

Note on Refundable Deposit for Site-Clearing: If the City's actual costs to clear the site exceed the $100 deposit, the permittee must pay the additional cost.

7. Burglar Alarms	
a. Permit - New Application	$35
b. Permit - Annual Renewal	$20
c. Permit - Annual Renewal for Senior Citizen (age 60 or older) and disabled persons	FREE
d. Fourth and Subsequent False Alarms in a 12-month Period	$100

V. COMMUNITY DEVELOPMENT	**FEE**
A. BUILDING AND SAFETY DIVISION	
1. Building Permits and Related Building Fees	Per Carson Building Code
2. General Plan and Zoning Code Update Surcharge	8.8% of Building Permits and related building fees
3. Residential Property Reports	
a. Up to Two Units	$150
b. Each Additional Unit over Two	$25 per unit
c. Condominium	$100
d. Vacant Land	$50
e. Late Application	$300
f. Inspection Cancellation	$25
g. Property Remediation Agreement	$150
h. Extra Inspections (third and additional)	$100 per inspection
B. HOUSING DIVISION	
1. Foreclosure Registration Program	
a. Registration Fee	$450 per parcel per year
b. First Violation Fee	$250 per parcel per year

c. Second Violation Fee	$500 per parcel per year
d. Third and Subsequent Violation Fee	$1,000 per parcel per yr.
C. PLANNING DIVISION (Deposits for concurrent applications are 50% of the stated amounts)	
1. General Plan Amendment	$7,000 deposit*
2. Zone Change	$7,000 deposit*
3. Zoning Ordinance Amendment	$7,000 deposit*
4. Specific Plans	$26,000 deposit*
5. Conditional Use Permit	
a. Shared Parking	$2,500
b. Legal Nonconforming - Second Dwelling Unit	$750
c. Legal Nonconforming - Vehicle Service and Repair	$750
d. Residential Uses	$6,000 deposit*
e. Other Commercial Uses	$6,000 deposit*
f. Industrial Uses	$6,000 deposit*
g. Oil Wells	$6,000 deposit* plus pass-thru of third-party professional services
h. Other Uses	$6,000 deposit*
6. Variance	$4,000 deposit*
7. Site Plan and Design Overlay Review (DOR)	
a. DOR - No Public Hearing/Administrative Only	$350
b. Public Hearing (Planning Commission)	$10,000 deposit*
c. Public Hearing (Residential 1-2 Units)	$500
8. Extension of Time	
a. Discretionary Permits	$2,500
b. Non-Conforming Privilege	$6,000
9. Environmental	
a. Environmental Impact Report, Initial Study, Negative Declaration, Mitigated Negative Declaration	Actual Cost (calculated as staff time multiplied by wage & benefit rate, plus City's out-of-pocket costs including third-party consultants)
10. Tentative Tract Map (original, revised, or vesting)	$22,000 deposit* (L.A. County) plus $15,000 deposit* (City)
11. Tentative Parcel Map (original, revised, or vesting)	$18,000 deposit* (L.A. County) plus $15,000 deposit* (City)
12. Development Agreement	$20,000 deposit*
a. Development Agreement (Oil Wells)	$20,000 deposit* plus pass-thru of third party professional services
13. Lot Line Adjustment	$1,000
14. Mobile Home Relocation Impact Report/Extension	
a. Application Processing	$7,500 plus $100 per unit
b. Extension of Time	$1,000
c. Modification	$2,000 plus $100 per unit
15. Relocation Review	$4,500 deposit*

16. Certificate of Compliance Review	$500
17. Parcel Merger Review	$1,000
18. Bond Processing/Release	$150
19. Appeal	$500 or half of the original filing fee not to exceed $2,500, whichever is greater
20. Modification of Conditions of Discretionary Permit - Minor (no public hearing)	$1,500 plus pass-thru of third-party professional services
21. Modification of Conditions of Discretionary Permit - Major (public hearing)	Original filing fee not to exceed $2,500
22. Interpretation of Zoning Ordinance	$4,100 deposit*
23. Minor Research/Zoning Compliance Letter	$75 each (one hour maximum)
24. Major Research/Zoning Compliance Letter (reproduction costs not included)	$1,700 deposit*
25. Temporary Use Permits (sidewalk, parking lot & tent sales)	$50
26. Permit (streamers, banners, pennants & similar displays)	$50
27. Pre-Application Review	$150
a. Singe Family Units	$150
b. All Others	$1,500 deposit*
28. Plot Plan Review	$150
29. Sign Permits	$75 per sign
a. Real Estate Signs	$30 per event
30. Sign Program	$250
31. Good Neighbor Compliance (Oil Wells)	$10,500 deposit* plus pass-thru of third-party professional services
D. MOBILE HOME RENT REVIEW	
1. Mailing Labels for Mobile Home Park Parcels	$10 first page $5 each additional page $50 maximum
2. Mobile Home Park Application Fee for Capital Improvement Rent Increases	$13,000 deposit*
3. Postage for Mailing Four (4) Notices to Each Park Resident and Mobile Home	Postage x four notices x number of park spaces + owner(s)
4. Application Fee for Park Rent Increase (CPI Adjustment)	$225
a. Printing/Postage of Rent Increase Letter - Per Space	$2
5. Fair Return Application	$30,000 deposit*
E. Cannabis Permits	
1. a. Commercial Operation Permit (one-year permit)	$25,000 minimum deposit*, as determined by the Community Development Director
b. Commercial Operation Permit Renewal (one-year permit)	$25,000 minimum deposit*, as determined by the Community Development Director

2.	Personal Cultivation Permit (two-year permit)	
a.	Registration Fee	$213
b.	Re-Inspection Fee	$151
3.	Classroom Education Workshop (per participant)	$11
F.	Interim Development Impact Fees	
a.	Residential MFR (Multi-Family Residential) Studio / 1 Bedroom	$11,200 (per unit)
b.	Residential MFR (Multi-Family Residential) All Other	$14,000 (per unit)
c.	Commercial	$4,371 (per 1000 sq. ft.)
d.	Office	$3,032 (per 1000 sq. ft.)
e.	Dormitory	$974 (per bed)
f.	Hotel	$1,605 (per room)
g.	Truck Yard	$694 (per truck space)
h.	Recreational	$4,368 (per 1000 sq. ft.)
i.	Industrial / Business Park	$2,439 (per 1000 sq. ft.)

All Development Impact Fees include a 12% administrative fee and fees are established by factoring in costs for Traffic, Parks, Beautification, General Government Facilities, Transportation Infrastructure, Utilities and Sustainability. Some fees may not be applicable but will be determined at the time of application.

***Note on Deposits:** Staff time, materials and/or contracted professional services that are spent on the project are charged against the deposit. Additional money will be required if the original deposit balance falls below 20%. Failure or refusal to supplement the deposit, when requested, will cause staff and/or contracted professional services to stop processing the application and any related requests and/or paperwork. Any excess deposit money at the conclusion of the application and review process will be refunded.

VI. PUBLIC WORKS	**FEE**
A. ENGINEERING	
1. Construction/Excavation/Encroachment Permit	
a. Permit Issuance Fee	$155
b. Street Closure (Block Party) - Permit Issuance Fee	$100 plus, $200 refundable deposit for barricades
c. Engineering Construction Inspection	$215 (minimum 2 hours of work), plus $107.50 for each additional hour
d. Slurry Seal Program	$1,350 minimum for 1st location up to 3,000 square foot. Additional areas are $0.45 per square foot.
2. Construction Plan Check	$675 (minimum 6 hours of work), plus $112.50 for each additional hour, plus City's actual out-of-pocket third party costs
3. Plan Check by L.A. County	L.A. County fee plus, 30% for City administrative costs

CITY OF GARDENA
ADOPTED FEE SCHEDULE
RESOLUTION NO. 6386

	Department	Fee Categories[1] & Unit/Time	Fees - Effective July 1, 2021
1	All Departments - General	Documents - Faxed Per Page	$0.15
2	All Departments - General	Documents - Mailed Special	Actual Cost
3	All Departments - General	Documents - Mailed Standard	Actual Cost
4	All Departments - General	Duplication - Audio/Visual per CD, DVD, PRA	$50.00
5	All Departments - General	Duplication - 911 Calls	$50.00
6	All Departments - General	Duplication - Tape & Video per CD/DVD or USB	$20.00
7	All Departments - General	Outside Reproduction - Misc	Actual Cost
8	All Departments - General	Photocopies Per Page - Color, 8.5 x 11	$0.20
9	All Departments - General	Photocopies Per Page - Special Paper	$1.00
10	All Departments - General	Photocopies Per Page - Standard, 8.5 x 11	$0.15
11	All Departments - General	Scanning Fee - 11 x 17, 22 x 34 B/W, Color	$1.00
12	All Departments - General	Scanning Fee - 24 x 34 - 36, 36 x 48 B/W	$1.50
13	All Departments - General	Scanning Fee - 24 x 34 - 36, 36 x 48 Color	$3.00
14	All Departments - General	Scanning Fee - 8 1/2 x 11 B/W	$0.10
15	All Departments - General	Scanning Fee - 8 1/2 x 11 Color	$0.25
16	All Departments - General	Scanning Fee - Admin	$10.00
17	All Departments - General	Scanning Fee - Bigger than 36 x 48, B/W	$2.00
18	All Departments - General	Scanning Fee - Certified Plans	$6.00
19	All Departments - General	Scanning Fee - Duplicate CD Disk	$15.00
20	All Departments - General	Scanning Fee - Microfiche 16mm	$0.25
21	All Departments - General	Scanning Fee - Microfiche 35mm	$0.50
22	All Departments - General	Scanning Fee - Special Scanning	Actual Cost
		Animal License	
23	Animal Control	Animal License - Altered Cat (Voluntary)	$5.00
24	Animal Control	Animal License - Altered Dog	$25.00
25	Animal Control	Animal License - Altered Dog (Prepaid for 3 Years)	$20.00
26	Animal Control	Animal License - Penalty Fee	Same as License Fee
27	Animal Control	Animal License - Altered Cat, Senior Rate[5]	$0.00
28	Animal Control	Animal License - Altered Dog, Senior Rate[5]	$7.50
29	Animal Control	Animal License - Field Enforecement Fee	$50.00
30	Animal Control	Animal License - Un-Altered Cat	$10.00
31	Animal Control	Animal License - Un-Altered Dog	$60.00
32	Animal Control	Animal License - Military Veterans w/ Disabilities (Altered Dog)	$0.00
33	City Clerk	Document Certification	$34.00
34	City Clerk	Document Copy - City Council Minutes (Annual - All Meetings)	$24.00
35	City Clerk	Document Copy - Microfilm Records	$24.00
36	City Clerk	Lobbyist - Late Fee (Penalty)	$33.00
37	City Clerk	Lobbyist - Registration Statement/Amended Registration Statement/Annual Report Filing Fee	$24.00
38	City Clerk	Lobbyist Employer, Lobbying Firm - Late Fee (Penalty)	$33.00
39	City Clerk	Lobbyist Employer, Lobbying Firm - Registration Statement/Amended Registration Statement/Annual Report Filing Fee	$33.00
40	City Clerk	Notary Services	$15.00
41	City Clerk	Other Services (not listed on fee schedule)	At Cost
	City Clerk	**Passport Fees**	
42	City Clerk	Execution Fee	$35.00
43	City Clerk	Passport Photo	$10.00
44	City Clerk	Express Mail	At Cost
45	City Treasurer	Non-Sufficient Funds Check Fee	1st is $25/ Subsequent is $35 per Occurrence
46	City Treasurer	Credit Card Transaction Fee	At Cost
47	Community Development	Addt'l Square Footage Plan Check - Administration Fee	$157.00
48	Community Development	Affidavid for Duplication of Plans	$150.00
49	Community Development	Appeal of CD Director Decisions to Planning Commission	$1,353.00

CITY OF GARDENA
ADOPTED FEE SCHEDULE
RESOLUTION NO. 6386

	Department	Fee Categories[1] & Unit/Time	Fees - Effective July 1, 2021
50	Community Development	Building Construction Without Permit	Same as Building Permit
51	Community Development	Building Permit - Non-Residential ReRoof	100% of Building Permit
52	Community Development	Building Permit Issuance Fee	$70.00
53	Community Development	Building Permit Re-Issuance Fee	$82.00
54	Community Development	Building Permit Re-Issuance Inspection Fee	$59.00
55	Community Development	Building Plan Check Fee	100% of Building Permit
56	Community Development	Building Plan Check Fee - Title 24, Part 6, Part 11 & Energy	100% of Building Permit Fee
	Community Development	**Building/Demolition - Residential**	
57	Community Development	~up to $500 valuation	$34.00
58	Community Development	~$501 - $2,000 valuation	$34 + $4 / $100 valuation
59	Community Development	~$2,001 - $25,000 valuation	$94 + $20 / $1,000 valuation
60	Community Development	~$25,001 - $50,000 valuation	$554 + $14 / $1,000 valuation
61	Community Development	~$50,001 - $100,000 valuation	$904 + $10.50 / $1,000 valuation
62	Community Development	~$100,001 - $500,000 valuation	$1,429 + $7.50 / $1,000 valuation
63	Community Development	~$500,001 to $1M	$4,429 + $6.50 / $1,000 valuation
64	Community Development	~Greater than $1M	$7,679 + $5.50 / $1000 valuation
	Community Development	**Building/Demolition - Commercial**	
65	Community Development	~up to $500 valuation	$34.00
66	Community Development	~$501 - $2,000 valuation	$34 + $4 / $100 valuation
67	Community Development	~$2,001 - $25,000 valuation	$94 + $20 / $1,000 valuation
68	Community Development	~$25,001 - $50,000 valuation	$554 + $15 / $1,000 valuation
69	Community Development	~$50,001 - $100,000 valuation	$929 + $11 / $1,000 valuation
70	Community Development	~$100,001 - $500,000 valuation	$1,479 + $8 / $1,000 valuation
71	Community Development	~$500,001 to $1M	$4,679 + $7 / $1,000 valuation
72	Community Development	~Greater than $1M	$8,179 + $5.50 / $1,000 valuation
	Community Development	**Grading (in cubic yards)**	
73	Community Development	1 to 100 cubic yards	$799.00
74	Community Development	101 to 1,000 cubic yards	$799 + $95 / 100 or fraction
75	Community Development	1,001 to 10,000 cubic yards	$1,654 + $105 / 1,000 or fraction
76	Community Development	10,001 to 100,000 cubic yards	$2,599 + $110 / 10,000 or fraction
77		100,001 to 500,000 cubic yards	$3,589 + $125 / 10,000 or fraction
78		More than 500,000 cubic yards	$8,589 + $140 / 10,000 or fraction
79	Community Development	Grading Permit Plan Check	100% of Grading Permit
80	Community Development	Business License Application Storage (Scanning) Fee	$31.00
81	Community Development	Business License Certificate of Occupancy	$212.00
82	Community Development	Business License Duplication Fee	$13.00
	Community Development	**Business License Fire Inspection:**	
83	Community Development	Business License Fire Inspection: 0 - 5,000 sq ft	$86.00
84	Community Development	Business License Fire Inspection: 5,001 - 10,000 sq ft	$128.00
85	Community Development	Business License Fire Inspection: 10,001 - 15,000 sq ft	$171.00
86	Community Development	Business License Fire Inspection: 15,001 sq ft or more	$341.00
87	Community Development	Business License Zoning Review	$116.00
88	Community Development	**Business Registration Fee - State & Federal Exempt Only**	$27.00
89	Community Development	Certificate of Exemption	$250 + Actual Cost

CITY OF GARDENA
ADOPTED FEE SCHEDULE
RESOLUTION NO. 6386

	Department	Fee Categories[1] & Unit/Time	Fees - Effective July 1, 2021
90	Community Development	Change of Contractor	Same as Permit Issuance Fee
	Community Development	**Construction & Demolition - Admin Fee (Valuation)**	
91	Community Development	~Under $49,999	$0.00
92	Community Development	~$50,000-$500,000	$1 / $100 in valuation
93	Community Development	~$500,001 and above	$5,000.00
94	Community Development	Copy of Certificate of Occupancy	$33.00
95	Community Development	Data Extract - Expanded (Hourly Rate[2])	$47 / Hour
96	Community Development	Data Extract - Full	$30.00
97	Community Development	Data Extract - Single	$15.00
98	Community Development	Development Impact Fee	$1,000 per dwelling unit
99	Community Development	EIR	$600 + Actual Cost
100	Community Development	Electrical Permit - Branch Circuits - 1st (Commercial)	$47.00
101	Community Development	Electrical Permit - Branch Circuits - Each Addt'l (Commercial)	$24.00
102	Community Development	Electrical Permit - Branch Circuits (Residential)	$24.00
103	Community Development	Electrical Permit - Issuance fee	$70.00
104	Community Development	Electrical Permit - Light Standard (1)	$59.00
105	Community Development	Electrical Permit - Light Standards (Each Addt'l. Light Fixture)	$14.00
106	Community Development	Electrical Permit - Misc Level 1	$47.00
107	Community Development	Electrical Permit - Misc Level 2	$70.00
108	Community Development	Electrical Permit - Misc Level 3 (Hourly Rate[2])	$91 / Hour
	Community Development	**Electrical Permit - Motors**	
109	Community Development	up to 5 HP	$24.00
110	Community Development	5.1 HP - 20 HP	$24.00
111	Community Development	20.1 HP - 50 HP	$47.00
112	Community Development	50.1 HP - 100 HP	$66.00
113	Community Development	Over 100 HP	$124.00
114	Community Development	Electrical Permit - Plan Check Fee (Hourly Rate[2])	$88 / Hour
115	Community Development	Electrical Permit - Plan Check Fee	100% of Electrical Permit
116	Community Development	Electrical Permit - Receptacles/Switches/Outlets (5 or less)	$7.00
117	Community Development	Electrical Permit - Receptacles/Switches/Outlets (Each Addt'l)	$2.00
	Community Development	**Electrical Permit - Service**	
118	Community Development	up to 200 A	$43.00
119	Community Development	201-400 A	$89.00
120	Community Development	401-1,200 A	$104.00
121	Community Development	Over 1200 A	$116.00
122	Community Development	Each Addt'l Meter Over One	$12.00
123	Community Development	Panel Boards - New or Additional	$43.00
124	Community Development	Temp Service	$89.00
	Community Development	**Electrical Permit - Sign**	
125	Community Development	Alternating Signs or Sign Wiring	$43.00
126	Community Development	Each Additional Transformer or Ballast Over One	$13.00
127	Community Development	Sign	$43.00
128	Community Development	Time Clock	$13.00
	Community Development	**Electrical Permit - Solar Panels**	
129	Community Development	*Residential:*	
130	Community Development	PV System - 15kW or less	$188.00
131	Community Development	PV System - More than 15kW	$188 + $15 per kW above 15kW
132	Community Development	Thermal - 10kW or less	$188.00
133	Community Development	Thermal - More than 10kW	$188 + $15 per kW above 10kW
134	Community Development	*Commercial:*	
135	Community Development	PV System - 50kW or less	$331.00
136	Community Development	PV System - 51kW - 250kW	$331 + $7 per kW above 50kW
137	Community Development	PV System - Above 250kW	$1,731 + $5 per kW above 250kW

CITY OF GARDENA
ADOPTED FEE SCHEDULE
RESOLUTION NO. 6386

	Department	Fee Categories[1] & Unit/Time	Fees - Effective July 1, 2021
138	Community Development	Thermal - 30kW or less	$331.00
139	Community Development	Thermal - 30kW - 260kW	$331 + $7 per kW above 30kW
140	Community Development	Thermal - Above 260kW	$1,941 + $5 per kW above 260kW
141	Community Development	Electrical Permit - Temporary Power Pole (per pole)	$89.00
142	Community Development	Electrical Permit - Violation	Same as Electrical Permit Issuance Fee
143	Community Development	Energy Plan Check - Level 1 (5 forms or less)	15% of the original permit fee
144	Community Development	Energy Plan Check - Level 2 (more than 5 forms)	25% of the original permit fee
145	Community Development	Expired/Renewal Permit	Same as Original Permit Fee
146	Community Development	Health & Safety Code - Continuing Education	4% of Plan Check Fee
147	Community Development	Job Fee	$1 per $1,000 of the total of building contract
148	Community Development	Home Occupation Permit	$111.00
149	Community Development	Map Duplication 11 x 17	$20.00
150	Community Development	Map Duplication 24 x 36	$50.00
151	Community Development	Map Duplication 8 1/2 x 11	$10.00
152	Community Development	Mechanical Permit - Air Handling Units	$100.00
153	Community Development	Mechanical Permit - Appliance Vent	$55.00
	Community Development	**Mechanical Permit - Boiler Compressor/Air Conditioner**	
154	Community Development	up to 3 HP, 100,000 BTU	$160.00
155	Community Development	up to 3HP - 15HP	$87.00
156	Community Development	up to 15 HP - 50 HP	$64.00
157	Community Development	over 50 HP	$43.00
158	Community Development	Mechanical Permit - Evaporative Cooler	$70.00
159	Community Development	Mechanical Permit - Exhaust Hood/Fireplace	$121.00
160	Community Development	Mechanical Permit - Forced Air/Heater (10,000 BTU and Over)	$100.00
161	Community Development	Mechanical Permit - Forced Air/Heater (Up to 10,000 BTU)	$70.00
162	Community Development	Mechanical Permit - Heaters (Suspended/Wall/Floor)	$70.00
163	Community Development	Mechanical Permit - Issuance Fee	$70.00
164	Community Development	Mechanical Permit - Misc. Level 1	$47.00
165	Community Development	Mechanical Permit - Misc. Level 2	$70.00
166	Community Development	Mechanical Permit - Misc. Level 3 (Hourly Rate[2])	$88 / Hour
167	Community Development	Mechanical Permit - Other Mechanical Equipment[6]	$40.00
168	Community Development	Mechanical Permit - Plan Check Fee (Hourly Rate[2])	$88 / Hour
169	Community Development	Mechanical Permit - Plan Check Fee	100% of Mechanical Permit
170	Community Development	Mechanical Permit - Repair - Heating/Refrigeration	$59.00
171	Community Development	Mechanical Permit - Vent Fan	$44.00
172	Community Development	Mechanical Permit - Violation	Same as Mechanical Permit Issuance Fee
173	Community Development	Mitigated Negative Declaration	$500 + Actual Cost
174	Community Development	Mitigation/Cond/ Monitoring Compl Fee	$423.00
175	Community Development	Negative Declaration	$500 + Actual Cost
176	Community Development	Over the Counter Plan Check Fee - Level 1	$55.00
177	Community Development	Over the Counter Plan Check Fee - Level 2	$95.00
178	Community Development	Over the Counter Plan Check Fee - Level 3 (Hourly Rate[2])	$120 / Hour
179	Community Development	Plan Check Fee - Each Review Over 2 (Hourly Rate[2])	$88 / Hour
180	Community Development	Plan Check Fee - Expedited (not applicable to over the counter plan check)	Addt'l 100% of Original Plan Check Fee
181	Community Development	Plan Check Fee - Extensive (Hourly Rate[2])	$88 / Hour
182	Community Development	Plan Check Fee - Revised Valuation	Fee Based on Actual Valuation
183	Community Development	Plumbing Permit - Gas Outlet	$50.00
184	Community Development	Plumbing Permit - Gas Outlet (Over 5 on One System)	$25.00
185	Community Development	Plumbing Permit - Gas System	$70.00

CITY OF GARDENA
ADOPTED FEE SCHEDULE
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	Department	Fee Categories[1] & Unit/Time	Fees - Effective July 1, 2021
186	Community Development	Plumbing Permit - General Appliance[4]	$44.00
187	Community Development	Plumbing Permit - House Sewer (New or Additional)	$100.00
188	Community Development	Plumbing Permit - Interceptor Trap	$62.00
189	Community Development	Plumbing Permit - Issuance Fee	$70.00
190	Community Development	Plumbing Permit - Misc Level 1	$47.00
191	Community Development	Plumbing Permit - Misc Level 2	$70.00
192	Community Development	Plumbing Permit - Misc Level 3 (Hourly Rate[2])	$88 / Hour
193	Community Development	Plumbing Permit - Plan Check Fee (Hourly Rate[2])	$88 / Hour
194	General Services	Plumbing Permit - Sewer Cap	$208.00
195	Community Development	Plumbing Permit - Sewer Capping of Backfill (private system) - Bond Required	$70.00
196	Community Development	Plumbing Permit - Swimming Pool - (Public or Semi-Public) - each	$100.00
197	Community Development	Plumbing Permit - Swimming Pool - Private	$89.00
198	Community Development	Plumbing Permit - Violation	Same as Plumbing Permit Issuance Fee
199	Community Development	Plumbing Permit - Water system	$39.00
200	Community Development	Plumbing Plan Check Fee	100% of Plumbing Permit
201	Community Development	Property Entitlement Research (Non-PRA)	$70.00
202	Community Development	Public Noticing	$350.00
203	Community Development	Real Property Address Change (Residential)	$240.00
204	Community Development	Real Property Address Change (Non-Residential)	$286.00
205	Community Development	Request for Copy of Building Records	$125.00
206	Community Development	Residential Impact Fee Analysis	Actual Cost
207	Community Development	Restriping Parking Lots	$262.00
	Community Development	**SB 1473 - CA Building Standards**	
208	Community Development	~$1 - $25,000 Valuation	$1.00
209	Community Development	~$25,001 - $50,000	$2.00
210	Community Development	~$50,001 - $75,000	$3.00
211	Community Development	~$75,001 - $100,000	$4.00
212	Community Development	~Every $25,000 or Fraction Thereof Above $100,000	$1.00
	Community Development	**SMIP**	$0.00
213	Community Development	~Commercial	Valuation x 0.00028%
214	Community Development	~Residential	Valuation x 0.00013%
215	Community Development	Special Inspection/Re-inspection - 4 hrs min (Hourly Rate[2])	$88 / Hour
216	Community Development	Temporary Banner Permit	$77.00
217	Community Development	Truth in Sales - Interior	$117.00
218	Community Development	Zoning Verification Letter	$94.00
219	Public Works	Access Cover	$279.00
220	Public Works	Curb/Gutter - 0 - 50 Linear Ft	$248.00
221	Public Works	Curb/Gutter - Each Addt'l 50 Linear Ft	$60.00
222	Public Works	Driveway	$248.00
223	Public Works	Dumpster/Moving Container in Street (Per Week)	$129.00
224	Public Works	Hydro - Punch Drill	$258.00
225	Public Works	Misc - Non-Research (Hourly Rate[2]) - Associate Engineer	$90.00
226	Public Works	Misc - Non-Research (Hourly Rate[2]) - Engineering Aide	$65.00
227	Public Works	Misc - Non-Research (Hourly Rate[2]) - Engineering Tech	$75.00
228	Public Works	Misc - Project Research (Hourly Rate[2])	$100.00
229	Public Works	Monitoring Well Permit	$248.00
	Public Works	**MS4 Permit Facility Inspection**	
230	Public Works	Permitted Industrial Facilitites	$322.00
231	Public Works	No Exposure Certified & Permit Non-Filer	$170.00
232	Public Works	Automotive, Gas Stations, Nursery	$170.00
233	Public Works	Restaurant, Food Service, Others	$147.00

CITY OF GARDENA
ADOPTED FEE SCHEDULE
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	Department	Fee Categories[1] & Unit/Time	Fees - Effective July 1, 2021
234	Public Works	Newsrack Tag Duplication	$88.00
235	Public Works	Newsracks - Each Addt'l Inspection	$60.00
236	Public Works	Newsracks - Initial Inspection	$162.00
237	Public Works	Oversize Load Permit - Annual	$90.00
238	Public Works	Oversize Load Permit - Single Trip	$16.00
239	Public Works	Pavement - 0 - 1,500 sq ft	$258.00
240	Public Works	Pavement - Each Addt'l 1500 sq ft.	$53.00
241	Public Works	Permit to Remove/Trim Trees/Shrubs/Plants	$228.00
242	Public Works	Plan Check (Hourly Rate[2])	$98 / Hour
243	Public Works	Planting Trees	$100.00
244	Public Works	Registration of Newsrack	$78.00
245	Public Works	Separate Pour Inspection	$211.00
246	Public Works	Sewer Connection	$286.00
247	Public Works	Sewer Lateral	$381.00
248	Public Works	Shopping Carts - Admin	$87.00
249	Public Works	Sidewalk-Base 0 - 100 sq ft	$258.00
250	Public Works	Sidewalk-Base - Each Addt'l 100 sq ft	$58.00
251	Public Works	Suplemental Employment Proposal	At Cost
252	Public Works	Traffic Control Permit - Each Addt'l Day	$107.00
253	Public Works	Traffic Control Permit - One Day	$498.00
254	Public Works	Trench Excavation - 1 - 100 Linear Feet	$258.00
255	Public Works	Trench Excavation - Each Addt'l 100 Linear Feet	$67.00
256	Public Works	Utility Cuts	$335.00
257	Public Works	Utility Work, Per Location	$335.00
258	GTrans	Temporary Bus Stop Closure/Removal	$175/1st stop per 24 hrs, $125 each additional
259	GTrans	Events & Closure	At Cost
260	Multi-Department	Adult Oriented Establishment Permit	$2,046.00
261	Multi-Department	Amplified Sound Permit	$175.00
262	Multi-Department	Amusement Arcade Establishment Permit	$919.00
263	Multi-Department	Amusement Device Permit	$693.00
264	Multi-Department	Annual Event Clean-Up	$406.00
265	Multi-Department	Annual or Periodic Event Permit	$449.00
266	Multi-Department	Appeal of City Manager Decisions/Staff Determination to City Council	$1,344.00
267	Multi-Department	Appeal of Fireworks Permit Suspension	$454.00
268	Multi-Department	Appeal of Planning Commission Decisions to City Council	$2,243.00
269	Multi-Department	Appeal of Staff Determination to the City Manager	$937.00
270	Multi-Department	Auction House Establishment Permit	$891.00
271	Multi-Department	Auto Wrecking Establishment Permit	$1,132.00
272	Multi-Department	Billiards/Poolroom Establishment Permit	$1,554.00
273	Multi-Department	Billiards/Poolroom Establishment Permit - Renewal (Admin Approval)	$972.00
274	Multi-Department	Bingo Permit	$1,232.00
275	Multi-Department	Bingo Permit Renewal (Admin Approval)	$708.00
276	Multi-Department	Block Party Permit	$100 + $100 Deposit
277	Multi-Department	Circus/Carnival Permit	$1,537.00
278	Multi-Department	Conditional Use Permits/Var/Tentative Tract/Parcel Map/Site Plan Review/Modification/Encroachment/Vesting Tentative Map/Specific Plan Fee	$4,656.00
279	Multi-Department	Curb Painting Permit	$1,424.00
280	Multi-Department	Dance Hall Permit	$1,166.00
281	Multi-Department	Dance Hall Permit - Renewal (Admin Approval)	$639.00
282	Multi-Department	Dance Permit	$150.00
283	Multi-Department	Easement Agreements/Document Reviews/CC&R's/Revised Maps	$689.00

CITY OF GARDENA
ADOPTED FEE SCHEDULE
RESOLUTION NO. 6386

	Department	Fee Categories[1] & Unit/Time	Fees - Effective July 1, 2021
284	Multi-Department	Entertainment Permit	$1,829.00
285	Multi-Department	Entertainment Permit - Renewal (Admin Approval)	$1,162.00
286	Multi-Department	Entertainment/Event Day Use - Public Property (Determined by Dept Director)	$193.00
287	Multi-Department	Extension of Time - Planning/Entitlements (CD Director's Approval)	$350.00
288	Multi-Department	Extension of Time - Planning/Entitlements (Planning Commission	$603.00
289	Multi-Department	Film Permit[7]	$200.00
290	Multi-Department	Fireworks Permit and Safety Class	$913.00
291	Multi-Department	Fireworks-Stand Removal	$343.00
292	Multi-Department	Fortunetelling Permit	$824.00
293	Multi-Department	Garage Sales	$30.00
294	Multi-Department	Handbill Permit	$543.00
295	Multi-Department	Junk Collector Permit	$1,058.00
296	Multi-Department	Junk Dealer Permit	$1,052.00
297	Multi-Department	Kennel Permit	$578.00
298	Multi-Department	Lot Line Adjustment Parcel Map / Merger	$1,443.00
299	Multi-Department	Massage - Certificate of Operation	$0.00
300	Multi-Department	Massage - Certificate of Operation - Appeal to CM (Denial)	$683.00
301	Multi-Department	Massage - Certificate of Operation - Appeal to CM (Revocation)	$783.00
302	Multi-Department	Massage - Operator Permit - Appeal to CM (Denial)	$683.00
303	Multi-Department	Massage - Operator Permit - Appeal to CM (Revocation)	$783.00
304	Multi-Department	Massage - Work Permit - Appeal to CM (Denial)	$683.00
305	Multi-Department	Massage - Work Permit - Appeal to CM (Revocation)	$783.00
306	Multi-Department	Massage Establishment Permit	$1,166.00
307	Multi-Department	Minor Variance Permit/Administrative Adjustment	$1,789.00
308	Multi-Department	Non-Profit Solicitation Permit	$75.00
309	Multi-Department	Pawnbroker Permit	$1,347.00
310	Multi-Department	Peddler Permit	$592.00
311	Multi-Department	Permit Renewal (Auto Wrecking, Fortunetelling, Junk Collector, Junk Dealer, & Second Hand Dealer)	$554.00
312	Multi-Department	Playground - Private Permit	$916.00
313	Multi-Department	Pre-submittal Review[3]	$874.00
314	Multi-Department	Secondhand Dealer Permit	$1,347.00
315	Multi-Department	Shooting Gallery Permit	$1,072.00
316	Multi-Department	Shooting Gallery Permit - Renewal (Admin Approval)	$546.00
317	Multi-Department	Similar Use Determination	$3,551.00
318	Multi-Department	Site Plan Review (Admin Approval)	$2,333.00
319	Multi-Department	Temporary Certificate of Occupancy	$850.00
320	Multi-Department	Temporary No Parking Sign	$60 per 300 ft
321	Multi-Department	Temporary Use Permit	$1,063.00
322	Multi-Department	Truth in Sales - Exterior	$435.00
323	Multi-Department	Zone Change, Ordinance / General Plan Amendment	$5,725.00
324	Police Department	Alarm Permit	$44.00
325	Police Department	Alarm Permit - Late Fee (Penalty)	Same as Alarm Permit Fee
326	Police Department	Arrest Summary Letter	$25.00
327	Police Department	Auction House Employee Permit	$420.00
328	Police Department	Body Cam Video Extraction	$50.00
329	Police Department	Boxing/Wrestling Permit	$547.00
330	Police Department	Civil Subpoena - Fee	$15.00
331	Police Department	Civil Subpoena - Clerical Costs	$24 / hour
332	Police Department	Civil Subpoena - Copies for 8.5x14 or smaller	$0.00
333	Police Department	Clearance Letter	$25.00
334	Police Department	Crime Report	$23.00
335	Police Department	Disabled Placard Citation Dismissal Fee	$20.00
336	Police Department	Duplication - Photo print-out (each)	$8.00

CITY OF GARDENA
ADOPTED FEE SCHEDULE
RESOLUTION NO. 6386

	Department	Fee Categories[1] & Unit/Time	Fees - Effective July 1, 2021
337	Police Department	Fingerprinting/ID	$33.00
338	Police Department	Firearms Storage Fee	$12/month
339	Police Department	Massage - Operator Permit - CAMTC Certified	$228.00
340	Police Department	Massage - Operator Permit - Non-CAMTC Certified	$419.00
341	Police Department	Massage - Operator Permit Renewal - CAMTC Certified	$0.00
342	Police Department	Massage - Operator Permit Renewal - Non-CAMTC Certified	$284.00
343	Police Department	Massage - Work Permit - CAMTC Certified	$228.00
344	Police Department	Massage - Work Permit - Non-CAMTC Certified	$419.00
345	Police Department	Massage - Work Permit Renewal - CAMTC Certified	$0.00
346	Police Department	Massage - Work Permit Renewal - Non-CAMTC Certified	$284.00
	Police Department	**Parking Permits (District)**	
347	Police Department	Annual Parking Permit	$0.00
348	Police Department	Temporary Parking Permit	$0.00
349	Police Department	Repossession Fees	$15.00
350	Police Department	Research Hourly Fee (for special report)	At Cost
351	Police Department	Sealing/Expungement Fee	$50.00
352	Police Department	Special Work Permit - Card Club Employee/Contractor, Taxicab Driver, Auto Wrecking Employee	$196.00
353	Police Department	Special Work Permit - Name Change, Address Change, Employer Change, Replacement Badges, Dual Permits	$50.00
354	Police Department	Special Work Permit - Gardena Card Club Employees	$125.00
355	Police Department	Special Work Permit - Renewals (Card Club Employee Permits)	$125.00
356	Police Department	Suplemental Employment Proposal	At Cost
357	Police Department	Taxicab - Certificate of Public Convenience	$200.00
358	Police Department	Towing- Administration Fee	$260.00
359	Police Department	Traffic Collision Report	$25.00
360	Police Department	Trustee - Jail Rate (One Day)	$319.00
361	Police Department	Trustee - Jail Rate (Each Addt'l Day)	$100.00
362	Police Department	Vehicle Equipment Correction Sign Off (Non-Resident)	$40.00
363	Police Department	Vehicle Equipment Correction Sign Off (Resident)	$0.00
364	Police Department	Witness Fee - Sworn Officer	$275.00
365	Police Department	Witness Fee - Civilian	$275.00
366	Recreation & Human Services	Trackless Train Permit	$30.00
367	Recreation & Human Services	Jumper Permit	$30.00
368	Recreation & Human Services	Film Use Fee (for Park)	$400.00
369	Recreation & Human Services	Film Prep/Strike (1st & 2nd day)	$100.00
370	Recreation & Human Services	Film Prep/Strike (each additional day 2nd day)	$400.00
371	Recreation & Human Services	Still Photo Use Fee	$100.00
372	Recreation & Human Services	Additional Recreation Staff	At Cost

1 Applicant required to pay all fees applicable to outside agencies, LA County, and any additional fees required by law

2 Hourly Rate Includes Personnel & Direct Overhead Costs

3 If applicant decides to move forward with the project, the original payment will be credited toward the formal review/permit

4 General Appliance includes: Includes: Bath Tub, Dishwasher, Disposal, Drinking Fountain, Dryer (automatic – Gas), Floor Drain, Floor Sink, Gas Appliances, Flues and Gas Connections (all except for forced warm air unit), Kitchen Sink, Laundry Tub or Tray, Lavatory (washbasin), Roof Drain, Shower, Urinal, Washing Machine, Water Closet (Toilet), Water Softener, Yard Water System, and Water Heater.

5 A person qualifies if the person is the head of household and is at least sixty-two years of age or is entitled to receive supplemental social security benefits

6 Other Mechanical Equipment includes: return air grill, supply air regulator, modify ducting, replace condenser line, add HEPA filter, add automation controls, commercial dryer vents, grease removal devices, replace gas vent line/hood, commercial refrigeration/coolant, commercial/industrial process piping, replace/install dampers, replace/install HVAC economizer, commercial kiln hood.

7 Film LA will start processing all film permits for City of Gardena soon. Additional charges may apply.

CITY OF GARDENA
ADOPTED FACILITY RENTAL FEE SCHEDULE
RESOLUTION NO. 6386

	Department/Division	Fee Categories[1] & Unit/Time	Refundable Deposit	Proposed - Resident (Effective July 1, 2021)	Proposed Non-Resident (Effective July 1, 2021)
1	Multi- Department	Other Facilities Otherwise Not Listed (4 hours)		$270.00	$270.00
2	Multi- Department	Facility Rental Support (IT & Security)		At Cost	At Cost
3	Multi- Department	Commercial - City Facilities[2]		$750 Minimum	$750 Minimum
4	Recreation & Human Services	Auditorium - Nakaoka (Entire Area) - Private Rental (4 hours)	$250.00	$250.00	$275.00
5	Recreation & Human Services	Auditorium - Rowley or 1/2 Nakaoka (one section only) - Private Rental (4 hours)	$250.00	$175.00	$225.00
6	Recreation & Human Services	Auditorium - Nakaoka (Entire Area w/ Kitchen) - Private Rental (4 hours)	$250.00	$300.00	$300.00
7	Recreation & Human Services	Baseball Diamond (w/ light) - Private Rental (4 hours)		$200.00	$250.00
8	Recreation & Human Services	Baseball Diamond (w/ light) - Private Rental (1.5 hours)		$20.00	$25.00
9	Recreation & Human Services	Rush Gymnasium (Entire Court) - Private Rental (4 hours)		$200.00	$250.00
10	Recreation & Human Services	Rush Gymnasium (Half Court) - Private Rental (4 hours)		$100.00	$125.00
11	Recreation & Human Services	Rush Gymnasium (Court #1-4) - Private Rental		$20/hour	$25/hour
12	Recreation & Human Services	Picnic Shelters - Private Rental (4 hours & 1st 25 attendees)		$30.00	$75.00
13	Recreation & Human Services	Picnic Shelters - Private Rental (each additional 25 attendees)		$20.00	$25.00
14	Recreation & Human Services	Primm Pool - Private Rental (3 hours - Max 75 person)		$225.00	$270.00
15	Recreation & Human Services	Primm Pool - Private Rental (3 hours - Each additional 25 person)		$35.00	$35.00
16	Recreation & Human Services	Primm Pool - Private Rental (Each additional hour)		$75.00	$75.00
17	Recreation & Human Services	Room Rentals - Private Rentals (4 hours)		$50.00	$100.00
18	Recreation & Human Services	Sports Field - Private Rental (4 hours)		$175.00	$210.00
19	Recreation & Human Services	Tennis Courts - Private Rental (2 courts)		$200.00	$250.00
20	Recreation & Human Services	Tennis Courts - Private Rental (single court)		Free	$25.00
21	Recreation & Human Services	Grass Area - Private Rental (4 hours)		$75.00	$75.00
22	Recreation & Human Services	Grass Area - Private Rental (1.5 hours) -		$20.00	$25.00
23	Recreation & Human Services	Soccer Field (w/ light) - Private Rental (4 hours)		$210.00	$250.00
24	Recreation & Human Services	Soccer Field (w/ light) - Private Rental (2 hours)		$100.00	$125.00
25	Recreation & Human Services	Rowley Gymnasium (Full Court) - Private Rental (1.5 hours)		$40.00	$50.00
26	Recreation & Human Services	Rowley Gymnasium (Half Court) - Private Rental (1.5 hours)		$20.00	$25.00
27	Recreation & Human Services	Staff Fee During Non-Regular Use Hours (3 Hours Min)		$30/hr	30/hr

[1] *Applicant required to pay all fees applicable to outside agencies, LA County, and any additional fees required by law*

[2] *Additional fees based on scope*

[3] *All Film groups using facilities will be charged the non-resident rates*

Fee #	Category	Description	Additional Information	Current Fee	FY 2023 Fee	FY 2024 Fee	FY 2025 Fee	Special Condition
PLANNING FEES								
	Use Permit	**Use Permits:**						
20-085		Review an application for use permit for conformity with code requirements.	Use Permit	$8,393	$8,691	$8,836	$8,948	
		Master Use Permits:						
20-086		Review an application for a master use permit for conformity with code requirements.	Master	$10,908	$11,294	$11,481	$11,626	
20-087		Review an application to amend a master use permit for conformity with code requirements	Amendment	$7,414	$7,662	$7,783	$7,876	
20-088		Review an application for a conversion to a master use permit from a use permit for conformity with code requirements.	Conversion	$5,035	$5,192	$5,268	$5,326	
20-089	Planned Development	Review an application for a Commercial Planned Development for conformity with code requirements.	Commercial	$7,864	$8,168	$8,316	$8,429	
20-090		Review an application for a Residential Planned Development for conformity with code requirements.	Residential	$8,393	$8,691	$8,836	$8,948	
20-091		Review an application for a Sr. Citizen Residential Planned Development for conformity with code requirements.	Sr. Citizen Residential	$8,393	$8,691	$8,836	$8,948	
20-092	Coastal Development Permit	Review an application for a coastal development that involves a public hearing in an appealable area or an administrative permit, or a request to transfer an ownership of a coastal development permit.	Administrative	$1,509	$1,563	$1,588	$1,607	
20-093			Hearing	$3,948	$4,085	$4,151	$4,202	
20-094			Hearing w / another discretionary application	$1,940	$2,010	$2,044	$2,070	
20-095			Transfer	$155	$161	$164	$167	
20-096	Variance	Review an application for a variance from the terms of the Zoning Code.		$8,421	$8,727	$8,872	$8,985	
20-097	Minor Exception	Review a proposed minor exception from the terms of the Zoning Code.	Without Notice - Small Project or Revision	$353	$367	$373	$378	
20-098			With Notice or larger project or 3,000+ sq. ft.	$1,575	$1,635	$1,664	$1,686	

Fee #	Category	Description	Additional Information	Current Fee	FY 2023 Fee	FY 2024 Fee	FY 2025 Fee	Special Condition
20-099	Sign Exception	Review a proposed sign exception from the terms of the Zoning Code.		$3,125	$3,244	$3,302	$3,347	
20-101	Tentative Parcel Map Review	Reviewing a tentative parcel (4 or fewer lots / units) map to identify any special conditions and determine extent to which it complies with appropriate code and State Subdivision Map Act Requirements.	Administrative	$1,397	$1,444	$1,468	$1,486	
20-102			Hearing	$3,546	$3,657	$3,712	$3,755	
20-103			Hearing w / another discretionary	$1,301	$1,344	$1,366	$1,382	
20-104	Tentative Tract Map Review	Reviewing a tentative tract map (more than 4 lots or units) to identify any special conditions and determine extent to which it complies with appropriate code and State Subdivision Map Act Requirements.	Hearing	$4,074	$4,208	$4,275	$4,326	
20-105			Hearing w / another discretionary application	$1,493	$1,544	$1,570	$1,590	
20-106	Lot Line Adjustment	Reviewing the proposed change to the property boundary into the same or fewer lots and issuing a certificate of compliance.		$1,184	$1,227	$1,248	$1,264	
20-107	Certificate of Compliance	Review of records in order to determine compliance with the Subdivision Map Act.		$1,652	$1,707	$1,734	$1,755	
20-108	Development Permit Amendment	Review an application for amending a Use Permit, Variance, Development Agreement and Residential, Commercial, or Senior Citizen Residential Planned Development.		$5,035	$5,192	$5,268	$5,326	

Fee #	Category	Description	Additional Information	Current Fee	FY 2023 Fee	FY 2024 Fee	FY 2025 Fee	Special Condition
20-109	Telecomm. Antenna Permit	Review an application for a Telecommunications Antenna Permit in order to ensure that it conforms to code requirements.	New - Private Property (Macro, Tower ot other that is NOT a Small Cell or eligible facility)	$2,428	$2,520	$2,563	$2,596	
20-110			Amendment - Private property (Macro, Tower ot other that is NOT a Small Cell or eligible facility)	$1,706	$1,770	$1,800	$1,823	
20-111			New in Public R-O-W (Tower or similar)	$2,951	$3,063	$3,118	$3,160	
20-112			New Amendment - Public ROW (Small Cell or eligible facility only) OR Ammendment Public ROW - (Tower only or similar)	$2,307	$2,393	$2,435	$2,468	
20-113			New or Amendment antenna on City property	$2,307	$2,393	$2,435	$2,468	
20-114			Appeal of Directors decision for public ROW to Hearing officer	Hearing Officer Rate	Hearing Officer Rate	Hearing Officer Rate	Hearing Officer Rate	
20-115			Add on fee for all Telecom Permits as needed for consultants	Actual Cost	Actual Cost	Actual Cost	Actual Cost	

Fee #	Category	Description	Additional Information	Current Fee	FY 2023 Fee	FY 2024 Fee	FY 2025 Fee	Special Condition
20-116	Small Day Care Center Permit	Review of a small day care center to ensure that it complies with code requirements		$334	$338	$340	$342	
20-117	Large Family Day Care Home Permit	Review an application for a permit for a large family day care home to ensure that it complies with code requirements, as well as inspecting the site.		$1,224	$1,258	$1,275	$1,287	
20-118	Group Entertainment Permit	Review an initial application for Class I (on-going) permit or a Class II (one-occasion) which allows for entertainment either incidental with the business being conducted or for which admission is being charged.	Class I	$612	$628	$635	$641	
20-119			Class II	$670	$686	$693	$699	
20-120		Review an application for renewing an ongoing Class I Group Entertainment Permit.	Renewal	$418	$432	$439	$445	
20-121	Alcohol License Public Determination	Review of a public determination of convenience and necessity of a proposed alcohol license		$950	$978	$992	$1,003	
20-122	Alcohol / Live Music	Add-on to specific development permits with alcohol or live music.		$108	$113	$115	$117	
20-123	Bodywork (Massage)	Review an application for an owner of bodywork (massage) business for compliance with City codes and standards.	Application - Owner	$411	$428	$435	$441	
20-124		Review an application to change a business location for a bodywork operation.	Business Location Change	$358	$373	$379	$385	
20-125		Review documentation of a bodywork (massage) application which is associated with another special type of business and meets certain criteria.	Exemption	$199	$207	$211	$214	

Fee #	Category	Description	Additional Information	Current Fee	FY 2023 Fee	FY 2024 Fee	FY 2025 Fee	Special Condition
20-126	Sign Permit	Review an application for a permanent sign for conformity with code requirements.	Single Tenant	$361	$376	$383	$388	
20-127			Multi Tenant	$510	$531	$540	$547	
20-128			Face Change	$139	$144	$147	$149	
20-129		Review an application for a temporary sign for conformity with code requirements. ****Performance Bond also required.**	Temporary	$247	$257	$262	$266	
20-130								
20-131	Sign Program	Administrative review of an application for a sign program for conformity with code requirements.		$830	$859	$873	$884	
20-132	Temporary Use Permit	Review an application for an administrative permit for a temporary use permit.	Standard	$816	$844	$858	$868	
20-133			Major	$1,193	$1,237	$1,258	$1,274	
20-134	Home Occupation Permit	Review an application for a home occupation business use for conformity with zoning regulations.		$68	$71	$72	$73	
20-135	Appeals	Process an appeal to the Planning Commission of an administrative decision. ***This fee is set by Council Policy.***	Appeal to PC - Admin	$500	$500	$500	$500	Set by Council Policy
20-136		Appeal an administrative decision to the City Council. ***This fee is set by Council Policy.***	Appeal to CC - Admin	$500	$500	$500	$500	Set by Council Policy
20-137		Process an appeal to the City Council of the PPIC - related to traffic. ***This fee is set by Council Policy.***	Appeal to CC - PPIC (Traffic)	$500	$500	$500	$500	Set by Council Policy
20-138		Process an appeal to the City Council of the PPIC - related to encroachment. ***This fee is set by Council Policy.***	Appeal to CC - PPIC (Encroachment)	$500	$500	$500	$500	Set by Council Policy
20-139		Process an appeal to the City Council of a Planning Commission Decision. ***This fee is set by Council Policy.***	Appeal to CC - PC	$500	$500	$500	$500	Set by Council Policy
20-140	Continuance	Review of a request by the applicant to continue the review of a development application to a future meeting prior to the meeting.	Standard	$455	$471	$478	$484	
20-141			Extra Meeting	$1,482	$1,530	$1,554	$1,572	

Fee #	Category	Description	Additional Information	Current Fee	FY 2023 Fee	FY 2024 Fee	FY 2025 Fee	Special Condition
20-142	Time Extension Plan Review	Review administratively a request for an extension of time to complete a planning entitlement.	Administrative	$334	$343	$347	$350	
20-143		Review an application for a time extension for completing a planning entitlement based upon the discretion of the Planning Commission.	Discretionary	$2,332	$2,405	$2,440	$2,468	
20-144	Encroachment Permit	Review a permit for a right-of-way (permanent) private encroachment.	R-O-W Development	$1,770	$1,842	$1,877	$1,904	
20-145		Review a permit for transfer, revision, or minor permanent private encroachment.	Transfer / Revision / Minor	$767	$797	$811	$822	
20-146	City Fence Agreement	Review of a proposed non-standard fence which abuts the public right-of-way		$353	$363	$368	$372	
20-147	New / Change Building Address Process	Processing a request to number or re-number a building lot.	Minor	$348	$362	$368	$373	
20-148			Major	$954	$989	$1,005	$1,017	
20-149	Planning Extra Plan Check	An hourly fee for plan checks over the standard number of plan checks within the Planning Dept.		$136	$141	$144	$146	
20-150	Zoning Business Review	Review of a new business for conformance with Zoning Codes.		$68	$71	$72	$73	
20-151	Outdoor Display Permit	Review an application to issue a permit for an outdoor display of merchandise in order to ensure conformity with code requirement.		$159	$166	$169	$171	
20-152	Temporary Encroachment Permit (Sidewalk Dining Permit)	Review an application to issue a permit for a sidewalk dining permit in order to ensure conformity with code requirements.		$192	$198	$202	$204	
20-153	Zoning Report	Providing written report on the zoning regulations for a particular property.		$553	$575	$585	$593	
20-154	Zoning Code Interpretation	Reviewing a request for an interpretation of the Municipal Code regarding zoning and issuing a report on it.		$466	$480	$488	$493	

Fee #	Category	Description	Additional Information	Current Fee	FY 2023 Fee	FY 2024 Fee	FY 2025 Fee	Special Condition
20-155	**Final Parcel Map Review**	Reviewing final parcel map to determine extent to which it complies with appropriate code requirements. ****Map Copy Deposit of $500**		**$601**	**$622**	**$633**	**$642**	
20-156	**Plan Check / Inspection - Landscape & Irrigation**	Review an application for landscape and irrigation to conform to code requirements.	SFR 0 - 7,500 Sq. Ft.	**$503**	**$522**	**$531**	**$538**	
20-157			MFR / Comm. / SFR > 7,500 Sq. Ft.	**$916**	**$953**	**$969**	**$982**	
20-158	**Reasonable Accommodation Process**	Review a request to receive a reasonable accommodation for disabled persons		**$343**	**$356**	**$362**	**$367**	
20-159	**Precise Development Plan - Affordable Housing**	Reviewing a precise development plan specific to affordable housing requirements.		**$4,077**	**$4,219**	**$4,287**	**$4,340**	
20-160	**Site Development Plan**	Review a site development plan for Multi-Family Housing developments of 6 or more units.		**$6,388**	**$6,613**	**$6,722**	**$6,807**	
20-161	**Emergency Shelters - PS and IP zones only**	Review of emergency shelters for conformance with Zoning Code.		**$2,583**	**$2,672**	**$2,714**	**$2,747**	

Fee #	Category	Description	Additional Information	Current Fee	FY 2023 Fee	FY 2024 Fee	FY 2025 Fee	Special Condition
20-162	**Mills Act Contract**	Contract Maintenance is an ongoing Annual Fee, starting one year after final approval of the Contract and annually thereafter for the life of the Mills Act contract. If done separately from Landmark Designation, then the following fees shall apply. If done the same time as designation - add on fee of $1000 will apply		**$7,455**	**$7,713**	**$7,834**	**$7,927**	
20-163	**Historic Preservation Designation**	Review of applications for historic preservation designation.	Landmark	**$1,000**	**$1,000**	**$1,000**	**$1,000**	Policy
20-164			Historic District	**$1,000**	**$1,000**	**$1,000**	**$1,000**	Policy
20-165			Conservation District	**$1,000**	**$1,000**	**$1,000**	**$1,000**	Policy
20-166			Amendment or Recession	**$6,618**	**$6,755**	**$6,755**	**$6,755**	Policy
20-167	**Historic Preservation Certificate of Appropriateness**	Review of Historic Preservation Certificate of appropriateness.	Administrative	**$2,146**	**$2,232**	**$2,271**	**$2,302**	
20-168			Commission	**$8,633**	**$8,943**	**$9,088**	**$9,200**	
20-169			Economic Hardship	**$0**	**$0**	**$0**	**$0**	Policy
20-170	**Noticing Fees**	Support associated with conducting noticing on planning applications.	Coastal Permit - 100ft radius	**$182**	**$183**	**$184**	**$184**	
20-171			Large Family Day Care - 100 ft radius	**$56**	**$57**	**$57**	**$57**	
20-172			Minor Exception - 300 ft radius	**$129**	**$226**	**$227**	**$228**	
20-173			Other Permits - 300-500 ft radius	**$263**	**$409**	**$411**	**$412**	
20-174			Code, General Plan, or Zoning Amendments	**$588**	**$588**	**$588**	**$588**	

City of Torrance, Community Development Department Michelle G. Ramirez, Director
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Schedule of Fees

PERMIT TYPE	BASE FEE	FEE FOR MULTIPLE FILING	NOTIFICATION FEE*	ENGINEERING MAPPING FEE
Conditional Use Permit (CUP) Tier 1	$6,170	$3,085	$475	$84
Conditional Use Permit (CUP) Tier 2	$17,614	$8,807	$475	$84
Development Permit (DVP)	$5,722	$2,861	$475	---
Division of Lot (DIV)	$3,982	$1,991	$475	$84 per lot
Environmental Assessment (EAS)	$12,129	---	$475	---
General Plan Amendment (GPA)	$11,022	$8,266	$475	---
Modification of CUP, PRE, PCR, DVP (MOD)	$6,276	$3,138	$475	---
Planned Development (PUD)	$14,186	$10,639	$475	---
Planning Commission Review (PCR)	$5,010	$2,505	$475	$84
Precise Plan of Development (PRE)	$5,854	$2,927	$475	$84
Tentative Tract Map (DIV)	$8,860	$4,430	$475	$84 per lot
Validation Permit (VAL)	$8,543	---	$475	---
Variance (VAR)	$11,760	$8,820	$475	---
Waiver (WAV)	$3,032	$1,516	$475	---
Zone Change (ZON)	$12,709	$9,532	$475	---

*Fee plus actual publication and postage costs.
CUP Tier 1: use changes, 7 or fewer residential units, less than 15,000 SF of Commercial or Industrial space
CUP Tier 2: 8 or more residential units, 15,000 SF or greater Commercial or Industrial space

HISTORIC PRESERVATION	FEES
Certificate of Appropriateness - Demolition (HPC)	$7,225
Certificate of Appropriateness - Extension (HPA)	$92
Certificate of Appropriateness - Major (HPC)	$1,477
Certificate of Appropriateness - Minor (HPA)	$316
Historic District Designation (HPC)	$1,595
Historic Landmark Designation (HPC)	$1,424
Mills Act Application (HPC)	$1,424
Mills Act Inspection FEE	$66

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Fence Height Exception (FEN)	$791
Landscape Plan Review Residential (LPR)	$554
Landscape Plan Review Commercial/Industrial (LPR)	$910
Minor Development Permit (MDP)	$1,028
Minor Hillside Exemption (MHE)	$369
Minor Modification of CUP, PRE, PCR, DVP (ADM)	$1,239
Minor Use Permit (MUP)	$1,028
Non-Residential Trailer (ADM)	$738
Parking Lot Sales / Event Permit / Temporary Tent (EVN)	$369
Short-Term Vacation Rental (STP)	$244
Special Animal Permit (SAP)	$139
Time Extension (EXT)	$527
Title Company Information Request	$316
View Equity Claim (VEC)	$670
View Equity Claim Joint Claim (VEC)	$334
View Equity Claim Notification (VEC)	$96
View Equity Claim Joint Claim Notification (VEC)	$48
View Equity Claim Consultant Deposit (VEC)	$1,000
Wireless Telcom Facility (WTC)	$3,744**
Wireless Telcom Facility (WTC) (Telecom. Commission)	$4,957**
Wireless Telcom Facility (WTC) Consultant Review Deposit	$2,500
Zoning Letter/Basic Zoning	$343
Zoning Letter/Rebuild Letter/Entitlement History Research	$527

**Fee plus actual consulting costs.

CITY OF REDONDO BEACH
PLANNING DIVISION

FEES EFFECTIVE 8/01/2020

APPLICATION TYPE	FEE
ADMINISTRATIVE DESIGN REVIEW	
2 and 3 Unit Multi-Family Residential & Condominium Projects	$2,185 plus $655 per unit
Overlap Parking	$1,090
Single-Family additions, commercial remodels, signs	No fee
Non-Residential Under 10,000 Sq. Ft. Floor Area	$5,140
Non-Residential Over 10,000 Sq. Ft. Floor Area	$12,915
CONDITIONAL USE PERMIT	
All uses except Multi-Family Residential	$3,055
4 or more unit Multi-Family Residential & Condominium Projects	$3,055 plus $1,280 per unit
Condominium Conversion	$3,055 plus $1,280 per unit
Wireless Telecommunications Facilities	$3,055 plus supplemental application
Wireless Supplemental Application	$1,275
SUBDIVISIONS	
Parcel Map	$1,530
Tract Map	$2,370
Lot Line Adjustment	$1,530
ADMINISTRATIVE USE PERMIT	
Personal Improvement Services 1,001 - 2,000 square feet of floor area	$1,530
MODIFICATION	$875
VARIANCE	$3,060

	PLANNING COMMISSION DESIGN REVIEW **New Projects:** *Fee waived in conjunction with an application for a Conditional Use Permit for a Condominium or Multi-Family Residential project.*	
	Multi-Family Residential	$3,060
	Non-Residential – Under 10,000-sf of floor area	$3,060
	Non-Residential – 10,000-49,999 square feet	$12,300
	Non-Residential – 50,000-sf and greater	$24,600
	Additions and/or Signs	$1,090
	COASTAL DEVELOPMENT PERMIT	
	Public Hearing Waiver *	$325
	Public Hearing ** If a Public Hearing is requested, applicant must pay the balance of the Public Hearing Fee.*	$1,530
	PRIOR DISCRETIONARY APPROVALS	
	Amendment	$1,530
	Extensions * ** No additional fee charged for extensions of multiple approvals in conjunction with the same project*	$655
	CHANGE OF LAND USE DISTRICT/ ZONING MAP AMENDMENT	
	Property outside City's Coastal Zone	$5,245
	Property within City's Coastal Zone	$7,655
	PLANNED DEVELOPMENT REVIEW	
	In conjunction with establishment of overlay zone *	$5,245
	In conjunction with establishment of overlay zone within the City's Coastal Zone*	$7,655
	Addition/substantial alteration to an existing development ** ** Fees waived for Zoning Map Amendment*	$1,530

	ENVIRONMENTAL REVIEW FEES	
	Initial Environmental Study and Negative Declaration	$1,970 plus contract cost
	Initial Environmental Study and Mitigated Negative Declaration	$2,190 plus contract cost
	Supplemental fee for environmental analysis based on prior EIR or Master/Program EIR	$1,750
	Environmental Impact Report (EIR)	Actual Contract Cost
	Contract Administration for EIR	Actual Cost
	APPEALS	
	Appeal of Planning Commission decision to City Council	$25% of original application fee to a maximum of $500
	Appeal of Administrative Design Review/Director's Decision to Planning Commission	$525 (not applicable to appeal of new 2-3 unit residential developments)
	Appeal of Administrative Design Review/Director's Decision to Planning Commission for New Residential Developments containing 2-3 units on a lot	$700 plus $700 per unit (to be paid by applicant)
	Appeal of Decision by Planning Director to the Planning Commission (decision other than listed above)	$525
	Appeal of Business License Revocation	$525
	PRE-APPLICATION FEE * ** Fee credited toward other application fees if project application is submitted*	$695
	PRESERVATION FEES	
	Historic Variance	$2,445
	Certificate of Appropriateness for Demolition or List Removal	$4,930
	Landmark Designation or District Addition	No Fee
	Certificate of Appropriateness-Restoration or Addition	No Fee
	Mills Act Contract	No Fee
	MASSAGE BUSINESS LOCATION	$265

Fee #	Category	Description	Additional Information	Current Fee	FY 2023 Fee	FY 2024 Fee	FY 2025 Fee	Special Condition
20-116	Small Day Care Center Permit	Review of a small day care center to ensure that it complies with code requirements		$334	$338	$340	$342	
20-117	Large Family Day Care Home Permit	Review an application for a permit for a large family day care home to ensure that it complies with code requirements, as well as inspecting the site.		$1,224	$1,258	$1,275	$1,287	
20-118	Group Entertainment Permit	Review an initial application for Class I (on-going) permit or a Class II (one-occasion) which allows for entertainment either incidental with the business being conducted or for which admission is being charged.	Class I	$612	$628	$635	$641	
20-119			Class II	$670	$686	$693	$699	
20-120		Review an application for renewing an ongoing Class I Group Entertainment Permit.	Renewal	$418	$432	$439	$445	
20-121	Alcohol License Public Determination	Review of a public determination of convenience and necessity of a proposed alcohol license		$950	$978	$992	$1,003	
20-122	Alcohol / Live Music	Add-on to specific development permits with alcohol or live music.		$108	$113	$115	$117	
20-123	Bodywork (Massage)	Review an application for an owner of bodywork (massage) business for compliance with City codes and standards.	Application - Owner	$411	$428	$435	$441	
20-124		Review an application to change a business location for a bodywork operation.	Business Location Change	$358	$373	$379	$385	
20-125		Review documentation of a bodywork (massage) application which is associated with another special type of business and meets certain criteria.	Exemption	$199	$207	$211	$214	

Fee #	Category	Description	Additional Information	Current Fee	FY 2023 Fee	FY 2024 Fee	FY 2025 Fee	Special Condition
20-126	Sign Permit	Review an application for a permanent sign for conformity with code requirements.	Single Tenant	$361	$376	$383	$388	
20-127			Multi Tenant	$510	$531	$540	$547	
20-128			Face Change	$139	$144	$147	$149	
20-129		Review an application for a temporary sign for conformity with code requirements. ****Performance Bond also required.**	Temporary	$247	$257	$262	$266	
20-130								
20-131	Sign Program	Administrative review of an application for a sign program for conformity with code requirements.		$830	$859	$873	$884	
20-132	Temporary Use Permit	Review an application for an administrative permit for a temporary use permit.	Standard	$816	$844	$858	$868	
20-133			Major	$1,193	$1,237	$1,258	$1,274	
20-134	Home Occupation Permit	Review an application for a home occupation business use for conformity with zoning regulations.		$68	$71	$72	$73	
20-135	Appeals	Process an appeal to the Planning Commission of an administrative decision. ***This fee is set by Council Policy.***	Appeal to PC - Admin	$500	$500	$500	$500	Set by Council Policy
20-136		Appeal an administrative decision to the City Council. ***This fee is set by Council Policy.***	Appeal to CC - Admin	$500	$500	$500	$500	Set by Council Policy
20-137		Process an appeal to the City Council of the PPIC - related to traffic. ***This fee is set by Council Policy.***	Appeal to CC - PPIC (Traffic)	$500	$500	$500	$500	Set by Council Policy
20-138		Process an appeal to the City Council of the PPIC - related to encroachment. ***This fee is set by Council Policy.***	Appeal to CC - PPIC (Encroachment)	$500	$500	$500	$500	Set by Council Policy
20-139		Process an appeal to the City Council of a Planning Commission Decision. ***This fee is set by Council Policy.***	Appeal to CC - PC	$500	$500	$500	$500	Set by Council Policy
20-140	Continuance	Review of a request by the applicant to continue the review of a development application to a future meeting prior to the meeting.	Standard	$455	$471	$478	$484	
20-141			Extra Meeting	$1,482	$1,530	$1,554	$1,572	

Fee #	Category	Description	Additional Information	Current Fee	FY 2023 Fee	FY 2024 Fee	FY 2025 Fee	Special Condition
20-142	Time Extension Plan Review	Review administratively a request for an extension of time to complete a planning entitlement.	Administrative	$334	$343	$347	$350	
20-143		Review an application for a time extension for completing a planning entitlement based upon the discretion of the Planning Commission.	Discretionary	$2,332	$2,405	$2,440	$2,468	
20-144	Encroachment Permit	Review a permit for a right-of-way (permanent) private encroachment.	R-O-W Development	$1,770	$1,842	$1,877	$1,904	
20-145		Review a permit for transfer, revision, or minor permanent private encroachment.	Transfer / Revision / Minor	$767	$797	$811	$822	
20-146	City Fence Agreement	Review of a proposed non-standard fence which abuts the public right-of-way		$353	$363	$368	$372	
20-147	New / Change Building Address Process	Processing a request to number or re-number a building lot.	Minor	$348	$362	$368	$373	
20-148			Major	$954	$989	$1,005	$1,017	
20-149	Planning Extra Plan Check	An hourly fee for plan checks over the standard number of plan checks within the Planning Dept.		$136	$141	$144	$146	
20-150	Zoning Business Review	Review of a new business for conformance with Zoning Codes.		$68	$71	$72	$73	
20-151	Outdoor Display Permit	Review an application to issue a permit for an outdoor display of merchandise in order to ensure conformity with code requirement.		$159	$166	$169	$171	
20-152	Temporary Encroachment Permit (Sidewalk Dining Permit)	Review an application to issue a permit for a sidewalk dining permit in order to ensure conformity with code requirements.		$192	$198	$202	$204	
20-153	Zoning Report	Providing written report on the zoning regulations for a particular property.		$553	$575	$585	$593	
20-154	Zoning Code Interpretation	Reviewing a request for an interpretation of the Municipal Code regarding zoning and issuing a report on it.		$466	$480	$488	$493	

Fee #	Category	Description	Additional Information	Current Fee	FY 2023 Fee	FY 2024 Fee	FY 2025 Fee	Special Condition
20-155	**Final Parcel Map Review**	Reviewing final parcel map to determine extent to which it complies with appropriate code requirements. ****Map Copy Deposit of $500**		**$601**	**$622**	**$633**	**$642**	
20-156	**Plan Check / Inspection - Landscape & Irrigation**	Review an application for landscape and irrigation to conform to code requirements.	SFR 0 - 7,500 Sq. Ft.	**$503**	**$522**	**$531**	**$538**	
20-157			MFR / Comm. / SFR > 7,500 Sq. Ft.	**$916**	**$953**	**$969**	**$982**	
20-158	**Reasonable Accommodation Process**	Review a request to receive a reasonable accommodation for disabled persons		**$343**	**$356**	**$362**	**$367**	
20-159	**Precise Development Plan - Affordable Housing**	Reviewing a precise development plan specific to affordable housing requirements.		**$4,077**	**$4,219**	**$4,287**	**$4,340**	
20-160	**Site Development Plan**	Review a site development plan for Multi-Family Housing developments of 6 or more units.		**$6,388**	**$6,613**	**$6,722**	**$6,807**	
20-161	**Emergency Shelters - PS and IP zones only**	Review of emergency shelters for conformance with Zoning Code.		**$2,583**	**$2,672**	**$2,714**	**$2,747**	

Fee #	Category	Description	Additional Information	Current Fee	FY 2023 Fee	FY 2024 Fee	FY 2025 Fee	Special Condition
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20-163	**Historic Preservation Designation**	Review of applications for historic preservation designation.	Landmark	**$1,000**	**$1,000**	**$1,000**	**$1,000**	Policy
20-164			Historic District	**$1,000**	**$1,000**	**$1,000**	**$1,000**	Policy
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CITY OF REDONDO BEACH
PLANNING DIVISION

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	Public Hearing ** If a Public Hearing is requested, applicant must pay the balance of the Public Hearing Fee.*	$1,530
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	Appeal of Administrative Design Review/Director's Decision to Planning Commission	$525 (not applicable to appeal of new 2-3 unit residential developments)
	Appeal of Administrative Design Review/Director's Decision to Planning Commission for New Residential Developments containing 2-3 units on a lot	$700 plus $700 per unit (to be paid by applicant)
	Appeal of Decision by Planning Director to the Planning Commission (decision other than listed above)	$525
	Appeal of Business License Revocation	$525
	PRE-APPLICATION FEE * ** Fee credited toward other application fees if project application is submitted*	$695
	PRESERVATION FEES	
	Historic Variance	$2,445
	Certificate of Appropriateness for Demolition or List Removal	$4,930
	Landmark Designation or District Addition	No Fee
	Certificate of Appropriateness-Restoration or Addition	No Fee
	Mills Act Contract	No Fee
	MASSAGE BUSINESS LOCATION	$265

	ENTERTAINMENT PERMIT	
	Level I	$350
	Level II	$775
	Renewal Level I and Level II	$195
	TEMPORARY USE PERMIT	$220
	ZONING VERIFICATION LETTER	$220
	TEMPORARY BANNER PERMIT – Private Property	$68
	FIELD RE-INSPECTION FEE (PLANNING)	$220
	DEVELOPMENT AGREEMENT	Actual Cost
	PLAN CHECK FEES	
	New Development **	50% of Building Permit Fee
	Additions of Floor Area to Existing Development **	50% of Building Permit Fee
	Structures other than buildings *(i.e. fences, walls, signs, a/c unit, material change)*	$110
	General Plan Maintenance and Implementation Fee	$1.70 per $1,000 valuation (to be paid at time of permit issuance)
	PUBLICATIONS:	
	Zoning Ordinance	Only available electronically
	General Plan	$52
	General Plan Appendix	$0.15 per page
	Harbor/Civic Center Specific Plan	Only available electronically
	Land Use Elements *(contains map)*	Only available electronically
	Zoning Map	Available at www.redondo.org

FEES INCLUDE ALL HEARING, NOTICING AND MAILING COSTS

ATTACHMENT B

Resolution CC-2104-017 Revised fee schedule and Staff report

RESOLUTION NO. CC-2104-017

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAWNDALE, CALIFORNIA, ADOPTING A REVISED SCHEDULE OF VARIOUS USER AND REGULATORY FEES

WHEREAS, this action is exempt under the California Environmental Quality Act (CEQA), Article 18, Statutory Exemptions, Section 15273(a) Rates Tolls Fares and Charges; and

WHEREAS, this hearing to set fees was duly noticed pursuant to Government Code Section 6062a – Manner of Publication – for new fees and increases; procedures; and

WHEREAS, user and regulatory fees are established by the City Council; and

WHEREAS, the City recently completed a study to identify the cost of providing various user and regulatory fee-related services; and

WHEREAS, the study examined fee-related services provided by the City, the costs reasonably borne by the City in providing those services, the beneficiaries of those services, and the revenues produced by those paying fees and charges for special services; and

WHEREAS, the City Council finds that providing these services is of special benefit to applicants both separate and apart from the general benefit to the public; and therefore, in the interests of fairness to the general public, the City desires to better recover the costs of providing these services from applicants who have sought or require the City's services by revising its schedule of fees; and

WHEREAS, the City Council hereby finds that the study provides adequate evidence to conclude that the revised fees do not exceed the cost to provide the services for which the fees are charged; and

WHEREAS, the City Council desires that annually the City Manager may update the fees based on the annual percentage change in the all-urban Consumer Price Index for Los Angeles, Riverside, Anaheim (CPI). If the CPI does not change or goes down in a given year, no change shall be made to the fee schedule that year; and

WHEREAS, in adopting this Resolution, the City Council is taking action only on those fees for the services, programs or products set forth in Exhibit "A" which have been modified from prior resolutions of the City Council. The remaining fees that have not been modified from prior resolutions shall remain in full force and effect.

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

SECTION 1. The recitals above are true and correct and incorporated herein by reference.

SECTION 2. The City Council hereby adopts the fees and charges as set forth in attached Exhibit "A" and incorporated by this reference.

SECTION 3. Any new or adjusted fees adopted by this Resolution shall go into effect July 1, 2021.

SECTION 4. The City Clerk shall certify the passage and adoption of this resolution.

SECTION 5. The fees established by this Resolution shall repeal and replace all previously established fees for the same service, including but not limited to, Resolutions CC-8905-032, CC-9008-80, CC-9111-83, CC-9203-16, CC-9512-117, CC-9805-35, CC-0003-25, CC-0103-025, CC-0201-001, CC-0209-069, CC-0212-088,CC-0403-019, CC-0412-096, CC-0611-077, CC-0701-002, CC-0701-005, CC-0704-017, CC-0708-050, CC-0712-083, CC-0901-004, CC-0905-032, CC-0910-056, CC-9610-118, CC-9711-94, CC-9805-35, CC-1003-018, CC-1009-051, CC-1012-010, CC-1012-070, CC-1201-010, CC-1204-026, CC-1205-032,CC-1205-038, CC-1210-067, CC-1301-002, CC-1302-010, CC-1303-014, CC-1407-031, CC-1606-031, CC-1709-044, CC-1710-052, CC-1712-059, CC-1802-004, CC-1906-026, CC-1908-039, CC-0501-002, CC-2001-004, CC-2006-027, and CC-2009-052.

PASSED, APPROVED, and ADOPTED this 5th day of April, 2021.

R Pullen-Miles

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-2104-017 at a regular meeting of said Council held on the 5th day of April 2021, by the following roll call vote:

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

Erica Harbison, City Clerk

APPROVED AS TO FORM:

Gregory M. Murphy, City Attorney

CITY OF LAWNDALE

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

DATE: April 5, 2021

TO: Honorable Mayor and City Council

FROM: Kevin M. Chun, City Manager

PREPARED BY: Marla L. Pendleton, CPA, Director of Finance/City Treasurer

SUBJECT: **PUBLIC HEARING: RESOLUTION ADOPTING UPDATED USER AND REGULATORY FEES**

BACKGROUND

This item provides findings and recommendations from the user and regulatory fee study commenced in FY 2020-21. This item includes an updated fee schedule proposed for adoption by the City Council. Prior to adopting new or increased fees, the City Council shall conduct a public hearing. At the conclusion of the public hearing, City Council shall determine whether to adopt the updated schedule of user and regulatory fees. If updated fees are adopted, staff recommends a July 1, 2021 effective date for fee changes.

The City provides many services to ensure safe, orderly, and aesthetically pleasing development and construction within City limits. The broad categories of these services include, but are not limited to, project entitlement review, improvement plan check, map check, permitting (building, grading, encroachment, etc.) and land action review (dedications, parcel mergers, and lot line adjustments). User and regulatory fees are the mechanism by which the City may recoup a portion, or all, of the costs associated with these services. By law, the City may receive fees commensurate with the cost of providing services (no more than the cost of providing services).

The user and regulatory fee study, commenced in FY 2020-21, with support from ClearSource Financial Consulting (ClearSource), provides an up-to-date analysis of the City's current costs of providing fee-related services. This information can be used by the City Council as it considers potential updates to fees. User and regulatory fees are set at the direction of the City Council at the conclusion of a public hearing to consider adoption of any new fees or fee increases.

The services for which a city imposes a user or regulatory fee typically derive from an individual person or entity's action, request, or behavior. Therefore, except in cases where there is an

overwhelming public benefit generated by a city's involvement in the individual action, a fee for service ensures that the individual bears most, if not all, of the cost incurred by the City to provide that service. When a fee targets "100% or full cost recovery," the individual is bearing the entirety of the cost. When a fee targets less than full cost recovery, another City revenue source – in most cases, the General Fund – subsidizes the individualized activity.

Industry best practice and California statute are in harmony: User and regulatory fees should be set according to the estimated reasonable cost of service and should bear a fair and reasonable relationship to the payer's burdens on, or benefits received from the activities and/or services provided by the City.

Recovering the costs of providing fee-related services directly influences the following City Council goals:

- Operate the City government in a fiscally and managerially responsible and prudent manner.
- Provide cost-effective, quality safety services and facilities that result in a safe environment for citizens to pursue professional and personal activities.

Additionally, ongoing review and adjustment of fees provides multiple benefits, including:

- Increasing the availability of General Fund revenues to be used for services and activities available to all Lawndale residents and businesses, such as public safety services.
- Keeping pace with general cost inflation.
- Avoiding fee spikes that are more likely to occur when municipalities leave fees unchanged for a multiyear period.
- Providing fee payers, city staff, and city policymakers with a pattern of consistency that provides information for forecasting and decision-making purposes.
- Helps meet fee-payer service level expectations by collecting fees to fund the existing level of services provided.
- Encouraging generational equity among fee payers by avoiding long-term stagnation of fees followed by significant fee increases.

<u>Fee Categories that Were Examined in this Study</u>

This study specifically examined fee categories including, but not limited to:

- Building Fees, such as permitting of new construction or modifications to existing structures
- Planning Fees, such as entitlement review and review for compliance with the zoning code
- Land Development Engineering Fees, such as public improvement review
- Encroachment Permit Fees, for work or activities conducted in the City right-of-way
- Animal Control Fees
- Facility Rental Fees
- False Alarm Response Fees

Items Not Examined in this Study

This study specifically excluded examination of the following:

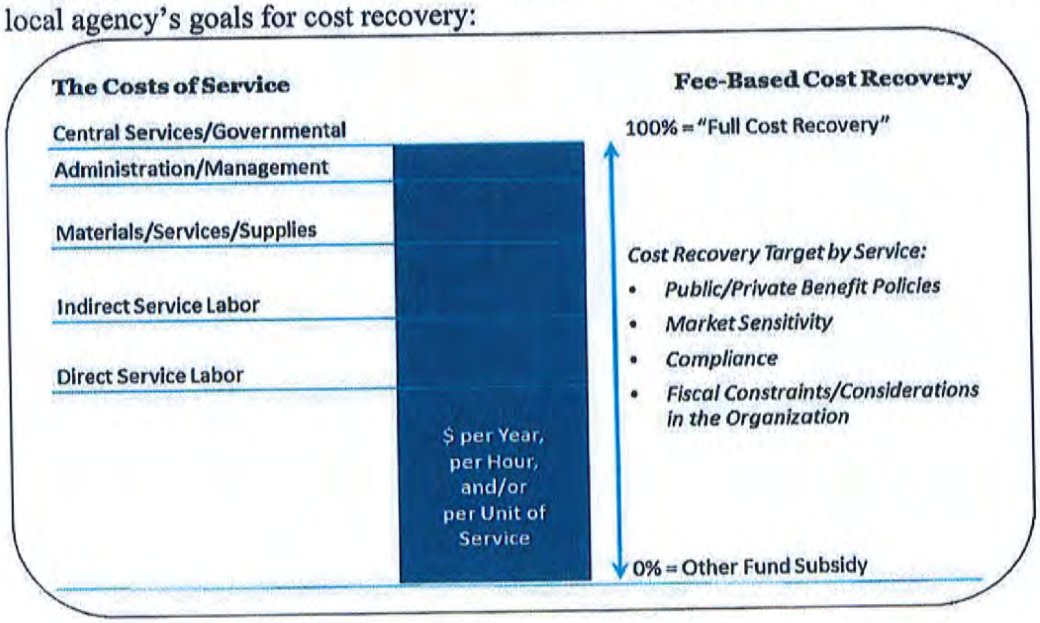
- Development Impact Fees
- Taxes
- Assessments
- Fines or Penalties
- Franchise Fees
- Utility Rates and Services Charges

These items are subject to different approval thresholds or are not subject to the same cost of service limitations as the fees examined as part of this study. Consequently, they are specifically excluded from the scope of this study.

DISCUSSION:

The proposed fees are intended to comply with applicable federal, state, and local laws including providing confirmation that the proposed fees and charges are not a tax as defined in Article 13C of the California Constitution and that the proposed fees are no more than necessary to the cover the reasonable costs of the City's activities and services addressed in the fees. Additionally, the manner in which the costs are allocated to a payor bear a fair and reasonable relationship to the payor's burdens on, or benefits received from the activities and services provided by the City.

Nearly every service for which a fee is imposed can be illustrated as follows, contrasting the components of the full cost of service, which is the maximum fee amount justified, against the local agency's goals for cost recovery:



Based on the consultant's experience working with municipalities throughout California, most fee paying stakeholders and city councilmembers accept high cost recovery targets for development-related fees as long as:

- The elements of the cost of service and assumptions are clearly communicated.
- The city clearly communicates that only eligible costs are included in fees.

Consultant findings indicate the City currently subsidizes approximately $780,000 of fee-related service costs. Consultant recommends fee adjustments intended to enhance cost recovery and allow staff to monitor the impact of fee changes. The anticipated revenue impact of the proposed changes is $210,000.

DIRECT FEE-RELATED SERVICES	PREVAILING FEES			PROPOSED FEES	
	Annual Cost of Service	Est. Annual Fee Revenue	General Fund Subsidy	Annual Fee Revenue	New Revenue to General Fund *
Current Planning	$293,000	$91,000	$202,000	$201,000	$110,000
Land Eng'rg / Encroachment	$329,000	$170,000	$159,000	$255,000	$85,000
Building (1)	$787,000	$787,000	$0	$787,000	$0
Animal Control & Regulation	$442,000	$28,000	$414,000	$35,000	$7,000
Vehicle Impound Fees	$36,000	$28,000	$8,000	$36,000	$8,000
Total	$1,887,000	$1,104,000	$783,000	$1,314,000	$210,000

** Amounts shown are estimates. Actual amounts will vary based on applicant volume and project types. Many individual fees for current planning and engineering services will target full cost recovery (100%). Revenue impact is intended to represent a conservative estimate to allow for development and refinement of deposit tracking and (1) Estimated building revenues are estimated based on previously adopted FY 2020/21 increase in fees. City should monitor actual volumes and revenues to verify cost recovery levels.*

It is important to note that while adjusting fees and billing rates will provide a fiscal impact in the form of additional revenue, the revenue is not intended to be used to fund new services, rather the revenue is intended to offset the costs of providing existing services that are recoverable from fees. Consequently, while fees may rise annually, typically labor and contract services costs (the primary driver of fee-related costs) also rise annually. Recalibration of these fees simply provides an offset of existing expenditures/needs rather than a source of funding for expanded service levels.

Primary Outcomes

Current Planning Fees

- The majority of fee-related services provided by the Division are proposed to be billed on an hourly basis, with an initial deposit collected, and a minimum fee amount due. This billing method is intended to recover the cost of time and materials provided by City staff and contract service personnel during the review of fee-related service applications.
- The current hourly billing rates are significantly less than the City's full cost of service. For example, the current typical billing rate for Planner staff is $70 per hour; the full cost of service per hour is $154. The Division collects approximately $90,000 annually in fee revenues.
- Modifying billings to reflect the City's current full cost hourly rate should result in $110,000 in additional fee collections to offset the City's costs of providing fee-related services.

Land Development Engineering and Encroachment Permit Fees

- The department uses outside service providers to perform certain plan review and inspection activities. Although, the services are primarily performed by an outside service provider, City staff have to oversee and administer the review and approval of reports and findings and may also perform certain plan review and inspection-related activities. The proposed fee structure encourages recovery of City costs in addition to contract service provider costs.
- Many of the City's fixed fee services (e.g., encroachment permits) have remained unchanged for more than a decade. Proposed fees have been updated to reflect the City's current costs of service.
- The City's existing encroachment permitting, and inspection fees were developed using an hourly rate of $75, while other hourly billings frequently use a rate of $105 per hour. The City's current full cost of service is $150 per hour, consequently modifying the billing rate will enhance cost recovery.
- The Division collects approximately $170,000 annually in fee revenues. Modifying billings to reflect the City's current full cost hourly rate should result in $85,000 in additional fee collections to offset the City's costs of providing fee-related services.

Building Fees

- Fees were most recently updated in July 2020 via separate resolution. No additional updates are recommended.
- Cities throughout the State typically target full cost recovery from building permit fees.
- The City's current fee structure results in lower fees for less complex projects and allows for scaling and higher fees for more complex projects (i.e., a nexus between fees and typical service requirements).
- Assuming development patterns remain similar to recent years, fee collections should be sufficient to allow for recovery of citywide overhead support provided by central service departments, and allow for reserve collections to help offset the costs of future updates to the City's General Plan, Zoning Code, Housing Element, and dedicated software/hardware used to monitor and support development within the City.

- The City should continue its practice of annually adjusting fees to reflect changes in annual cost inflation. Cost inflation information is provided annually by the County of Los Angeles. Accordingly, the fees are not incorporated into the City's user and regulatory fee schedule included as part of this resolution.

Similar fees are collected by communities throughout the region and the State. The proposed fee amounts do not exceed the City's cost of service and are in-range of amounts charged by other jurisdictions.

ENVIRONMENTAL ASSESSMENT:

The California Environmental Quality Act (CEQA) does not apply to activities that will not result in a direct or reasonably foreseeable indirect physical change in the environment or is otherwise not considered a project as defined by CEQA Statute §21065 and CEQA State Guidelines §15060(c)(3) and §15378. The approval of the resolution meets the above criteria and is not subject to CEQA. No additional environmental review is required.

SUBCOMMITTEE REVIEW

The City Council Budget Subcommittee has reviewed the proposed schedule of fees and recommended the following discrete changes to fees in addition to other adjustments to enhance cost recovery:

- **Parking Permit Fees:** Adjust parking permit fees to $30 (full cost recovery); current fees vary from $5 to $16.
- **Fireworks Stand Permit Fees:** Adjust fee to $300 (full cost recovery); current fee is $150
- **Kitchen Use Fee Tied to Facility Rental:** Increase rental fees by $50.
- **Snack Bar Rental Fee:** Establish rental rate for snack bar consistent with other agencies in the region. Proposed fee ranges from $75 to $150 per day depending on user classification (e.g., resident non-profit, non-resident, etc.)

LEGAL REVIEW

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

PUBLIC NOTICING

Notices of a public hearing were posted in the public noticing board located just outside City Hall and published in the Daily Breeze pursuant to the City's public noticing requirements. As of the drafting of this staff report, no comments were received from the public concerning this project.

FUNDING

No budget appropriation is required. Adopting the revised schedule of fees will reduce the use of general funds to cover the operational costs of the City's direct operating units.

CONCLUSION

Similar fees are collected by communities throughout the region and the State. The proposed fee amounts do not exceed the City's cost of service and are in-range of amounts charged by other jurisdictions.

RECOMMENDATION:

Staff recommends the City Council hold a Public Hearing and adopt the proposed Resolution, with updated fees to be effective July 1, 2021.

ATTACHMENTS:

A. Resolution Adopting Updated Schedule of Various User and Regulatory Fees
B. User and Regulatory Fee Study Report
C. Public Hearing Notice

CITY OF LAWNDALE

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

DATE: April 5, 2021

TO: Honorable Mayor and City Council

FROM: Kevin M. Chun, City Manager

PREPARED BY: Marla L. Pendleton, CPA, Director of Finance/City Treasurer

SUBJECT: **PUBLIC HEARING: RESOLUTION ADOPTING UPDATED USER AND REGULATORY FEES**

BACKGROUND

This item provides findings and recommendations from the user and regulatory fee study commenced in FY 2020-21. This item includes an updated fee schedule proposed for adoption by the City Council. Prior to adopting new or increased fees, the City Council shall conduct a public hearing. At the conclusion of the public hearing, City Council shall determine whether to adopt the updated schedule of user and regulatory fees. If updated fees are adopted, staff recommends a July 1, 2021 effective date for fee changes.

The City provides many services to ensure safe, orderly, and aesthetically pleasing development and construction within City limits. The broad categories of these services include, but are not limited to, project entitlement review, improvement plan check, map check, permitting (building, grading, encroachment, etc.) and land action review (dedications, parcel mergers, and lot line adjustments). User and regulatory fees are the mechanism by which the City may recoup a portion, or all, of the costs associated with these services. By law, the City may receive fees commensurate with the cost of providing services (no more than the cost of providing services).

The user and regulatory fee study, commenced in FY 2020-21, with support from ClearSource Financial Consulting (ClearSource), provides an up-to-date analysis of the City's current costs of providing fee-related services. This information can be used by the City Council as it considers potential updates to fees. User and regulatory fees are set at the direction of the City Council at the conclusion of a public hearing to consider adoption of any new fees or fee increases.

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overwhelming public benefit generated by a city's involvement in the individual action, a fee for service ensures that the individual bears most, if not all, of the cost incurred by the City to provide that service. When a fee targets "100% or full cost recovery," the individual is bearing the entirety of the cost. When a fee targets less than full cost recovery, another City revenue source – in most cases, the General Fund – subsidizes the individualized activity.

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- Helps meet fee-payer service level expectations by collecting fees to fund the existing level of services provided.
- Encouraging generational equity among fee payers by avoiding long-term stagnation of fees followed by significant fee increases.

<u>Fee Categories that Were Examined in this Study</u>

This study specifically examined fee categories including, but not limited to:

- Building Fees, such as permitting of new construction or modifications to existing structures
- Planning Fees, such as entitlement review and review for compliance with the zoning code
- Land Development Engineering Fees, such as public improvement review
- Encroachment Permit Fees, for work or activities conducted in the City right-of-way
- Animal Control Fees
- Facility Rental Fees
- False Alarm Response Fees

Items Not Examined in this Study

This study specifically excluded examination of the following:

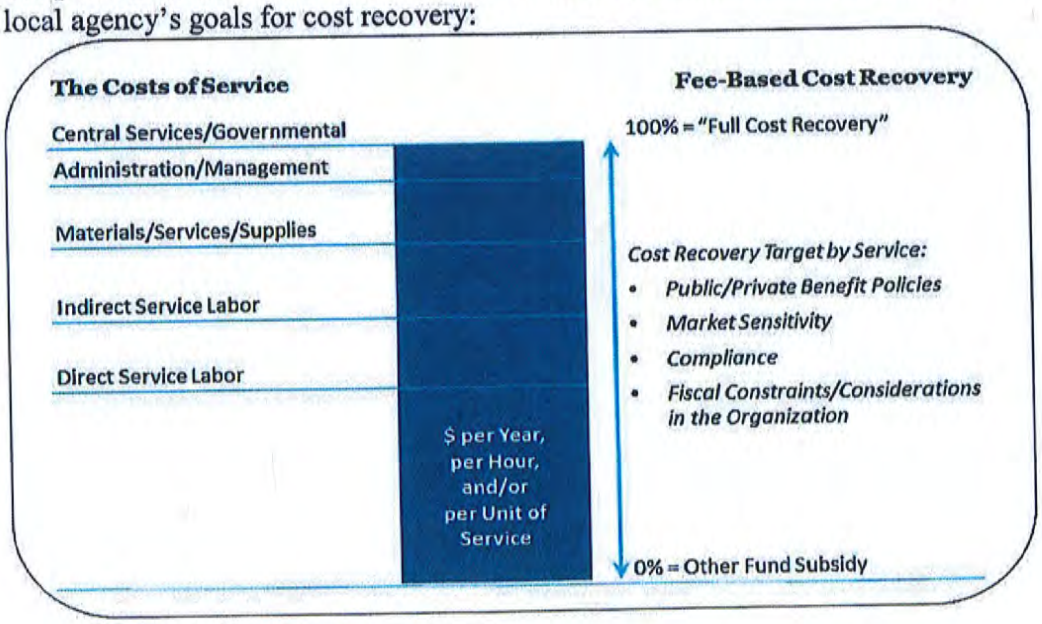
- Development Impact Fees
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These items are subject to different approval thresholds or are not subject to the same cost of service limitations as the fees examined as part of this study. Consequently, they are specifically excluded from the scope of this study.

DISCUSSION:

The proposed fees are intended to comply with applicable federal, state, and local laws including providing confirmation that the proposed fees and charges are not a tax as defined in Article 13C of the California Constitution and that the proposed fees are no more than necessary to the cover the reasonable costs of the City's activities and services addressed in the fees. Additionally, the manner in which the costs are allocated to a payor bear a fair and reasonable relationship to the payor's burdens on, or benefits received from the activities and services provided by the City.

Nearly every service for which a fee is imposed can be illustrated as follows, contrasting the components of the full cost of service, which is the maximum fee amount justified, against the local agency's goals for cost recovery:



Based on the consultant's experience working with municipalities throughout California, most fee paying stakeholders and city councilmembers accept high cost recovery targets for development-related fees as long as:

- The elements of the cost of service and assumptions are clearly communicated.
- The city clearly communicates that only eligible costs are included in fees.

Consultant findings indicate the City currently subsidizes approximately $780,000 of fee-related service costs. Consultant recommends fee adjustments intended to enhance cost recovery and allow staff to monitor the impact of fee changes. The anticipated revenue impact of the proposed changes is $210,000.

DIRECT FEE-RELATED SERVICES	PREVAILING FEES			PROPOSED FEES	
	Annual Cost of Service	Est. Annual Fee Revenue	General Fund Subsidy	Annual Fee Revenue	New Revenue to General Fund *
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Total	$1,887,000	$1,104,000	$783,000	$1,314,000	$210,000

** Amounts shown are estimates. Actual amounts will vary based on applicant volume and project types. Many individual fees for current planning and engineering services will target full cost recovery (100%). Revenue impact is intended to represent a conservative estimate to allow for development and refinement of deposit tracking and (1) Estimated building revenues are estimated based on previously adopted FY 2020/21 increase in fees. City should monitor actual volumes and revenues to verify cost recovery levels.*

It is important to note that while adjusting fees and billing rates will provide a fiscal impact in the form of additional revenue, the revenue is not intended to be used to fund new services, rather the revenue is intended to offset the costs of providing existing services that are recoverable from fees. Consequently, while fees may rise annually, typically labor and contract services costs (the primary driver of fee-related costs) also rise annually. Recalibration of these fees simply provides an offset of existing expenditures/needs rather than a source of funding for expanded service levels.

Primary Outcomes

Current Planning Fees

- The majority of fee-related services provided by the Division are proposed to be billed on an hourly basis, with an initial deposit collected, and a minimum fee amount due. This billing method is intended to recover the cost of time and materials provided by City staff and contract service personnel during the review of fee-related service applications.
- The current hourly billing rates are significantly less than the City's full cost of service. For example, the current typical billing rate for Planner staff is $70 per hour; the full cost of service per hour is $154. The Division collects approximately $90,000 annually in fee revenues.
- Modifying billings to reflect the City's current full cost hourly rate should result in $110,000 in additional fee collections to offset the City's costs of providing fee-related services.

Land Development Engineering and Encroachment Permit Fees

- The department uses outside service providers to perform certain plan review and inspection activities. Although, the services are primarily performed by an outside service provider, City staff have to oversee and administer the review and approval of reports and findings and may also perform certain plan review and inspection-related activities. The proposed fee structure encourages recovery of City costs in addition to contract service provider costs.
- Many of the City's fixed fee services (e.g., encroachment permits) have remained unchanged for more than a decade. Proposed fees have been updated to reflect the City's current costs of service.
- The City's existing encroachment permitting, and inspection fees were developed using an hourly rate of $75, while other hourly billings frequently use a rate of $105 per hour. The City's current full cost of service is $150 per hour, consequently modifying the billing rate will enhance cost recovery.
- The Division collects approximately $170,000 annually in fee revenues. Modifying billings to reflect the City's current full cost hourly rate should result in $85,000 in additional fee collections to offset the City's costs of providing fee-related services.

Building Fees

- Fees were most recently updated in July 2020 via separate resolution. No additional updates are recommended.
- Cities throughout the State typically target full cost recovery from building permit fees.
- The City's current fee structure results in lower fees for less complex projects and allows for scaling and higher fees for more complex projects (i.e., a nexus between fees and typical service requirements).
- Assuming development patterns remain similar to recent years, fee collections should be sufficient to allow for recovery of citywide overhead support provided by central service departments, and allow for reserve collections to help offset the costs of future updates to the City's General Plan, Zoning Code, Housing Element, and dedicated software/hardware used to monitor and support development within the City.

- The City should continue its practice of annually adjusting fees to reflect changes in annual cost inflation. Cost inflation information is provided annually by the County of Los Angeles. Accordingly, the fees are not incorporated into the City's user and regulatory fee schedule included as part of this resolution.

Similar fees are collected by communities throughout the region and the State. The proposed fee amounts do not exceed the City's cost of service and are in-range of amounts charged by other jurisdictions.

ENVIRONMENTAL ASSESSMENT:

The California Environmental Quality Act (CEQA) does not apply to activities that will not result in a direct or reasonably foreseeable indirect physical change in the environment or is otherwise not considered a project as defined by CEQA Statute §21065 and CEQA State Guidelines §15060(c)(3) and §15378. The approval of the resolution meets the above criteria and is not subject to CEQA. No additional environmental review is required.

SUBCOMMITTEE REVIEW

The City Council Budget Subcommittee has reviewed the proposed schedule of fees and recommended the following discrete changes to fees in addition to other adjustments to enhance cost recovery:

- **Parking Permit Fees:** Adjust parking permit fees to $30 (full cost recovery); current fees vary from $5 to $16.
- **Fireworks Stand Permit Fees:** Adjust fee to $300 (full cost recovery); current fee is $150
- **Kitchen Use Fee Tied to Facility Rental:** Increase rental fees by $50.
- **Snack Bar Rental Fee:** Establish rental rate for snack bar consistent with other agencies in the region. Proposed fee ranges from $75 to $150 per day depending on user classification (e.g., resident non-profit, non-resident, etc.)

LEGAL REVIEW

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

PUBLIC NOTICING

Notices of a public hearing were posted in the public noticing board located just outside City Hall and published in the Daily Breeze pursuant to the City's public noticing requirements. As of the drafting of this staff report, no comments were received from the public concerning this project.

FUNDING

No budget appropriation is required. Adopting the revised schedule of fees will reduce the use of general funds to cover the operational costs of the City's direct operating units.

CONCLUSION

Similar fees are collected by communities throughout the region and the State. The proposed fee amounts do not exceed the City's cost of service and are in-range of amounts charged by other jurisdictions.

RECOMMENDATION:

Staff recommends the City Council hold a Public Hearing and adopt the proposed Resolution, with updated fees to be effective July 1, 2021.

ATTACHMENTS:

A. Resolution Adopting Updated Schedule of Various User and Regulatory Fees
B. User and Regulatory Fee Study Report
C. Public Hearing Notice

ATTACHMENT "A"

RESOLUTION NO. CC-2104-017

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAWNDALE, CALIFORNIA, ADOPTING A REVISED SCHEDULE OF VARIOUS USER AND REGULATORY FEES

WHEREAS, this action is exempt under the California Environmental Quality Act (CEQA), Article 18, Statutory Exemptions, Section 15273(a) Rates Tolls Fares and Charges; and

WHEREAS, this hearing to set fees was duly noticed pursuant to Government Code Section 6062a – Manner of Publication – for new fees and increases; procedures; and

WHEREAS, user and regulatory fees are established by the City Council; and

WHEREAS, the City recently completed a study to identify the cost of providing various user and regulatory fee-related services; and

WHEREAS, the study examined fee-related services provided by the City, the costs reasonably borne by the City in providing those services, the beneficiaries of those services, and the revenues produced by those paying fees and charges for special services; and

WHEREAS, the City Council finds that providing these services is of special benefit to applicants both separate and apart from the general benefit to the public; and therefore, in the interests of fairness to the general public, the City desires to better recover the costs of providing these services from applicants who have sought or require the City's services by revising its schedule of fees; and

WHEREAS, the City Council hereby finds that the study provides adequate evidence to conclude that the revised fees do not exceed the cost to provide the services for which the fees are charged; and

WHEREAS, the City Council desires that annually the City Manager may update the fees based on the annual percentage change in the all-urban Consumer Price Index for Los Angeles, Riverside, Anaheim (CPI). If the CPI does not change or goes down in a given year, no change shall be made to the fee schedule that year; and

WHEREAS, in adopting this Resolution, the City Council is taking action only on those fees for the services, programs or products set forth in Exhibit "A" which have been modified from prior resolutions of the City Council. The remaining fees that have not been modified from prior resolutions shall remain in full force and effect.

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

SECTION 1. The recitals above are true and correct and incorporated herein by reference.

SECTION 2. The City Council hereby adopts the fees and charges as set forth in attached Exhibit "A" and incorporated by this reference.

SECTION 3. Any new or adjusted fees adopted by this Resolution shall go into effect July 1, 2021.

SECTION 4. The City Clerk shall certify the passage and adoption of this resolution.

SECTION 5. The fees established by this Resolution shall repeal and replace all previously established fees for the same service, including but not limited to, Resolutions CC-8905-032, CC-9008-80, CC-9111-83, CC-9203-16, CC-9512-117, CC-9805-35, CC-0003-25, CC-0103-025, CC-0201-001, CC-0209-069, CC-0212-088,CC-0403-019, CC-0412-096, CC-0611-077, CC-0701-002, CC-0701-005, CC-0704-017, CC-0708-050, CC-0712-083, CC-0901-004, CC-0905-032, CC-0910-056, CC-9610-118, CC-9711-94, CC-9805-35, CC-1003-018, CC-1009-051, CC-1012-010, CC-1012-070, CC-1201-010, CC-1204-026, CC-1205-032,CC-1205-038, CC-1210-067, CC-1301-002, CC-1302-010, CC-1303-014, CC-1407-031, CC-1606-031, CC-1709-044, CC-1710-052, CC-1712-059, CC-1802-004, CC-1906-026, CC-1908-039, CC-0501-002, CC-2001-004, CC-2006-027, and CC-2009-052.

PASSED, APPROVED, and ADOPTED this 5th day of April, 2021.

_____

Robert Pullen-Miles, Mayor

ATTEST:

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

I, Erica Harbison, City Clerk of the City of Lawndale, California, do hereby certify that the City Council of the City of Lawndale duly approved and adopted the foregoing Resolution No. CC-2104-017 at a regular meeting of said Council held on the 5th day of April 2021, by the following roll call vote:

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

_____
Erica Harbison, City Clerk

APPROVED AS TO FORM:

_____
Gregory M. Murphy, City Attorney



Schedule of User and Regulatory Fees

Effective July 1, 2021

Table of Contents

Note: This Fee Schedule does not include all fees, rates, or charges that may be imposed by the City. Examples of excluded items include, but are not limited to, building permit and plan review fees, development impact fees, utility rates, and punitive fines and penalties.

FEE SCHEDULE	PAGE
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City of Lawndale

SCHEDULE OF USER AND REGULATORY FEES

ADMINISTRATIVE FEES / CITYWIDE RECORDS

Fee Description	Fee	Charge Basis	Note
1 Documents - Hard Copy			
a) Standard Size	$0.10	per single-sided page	
b) Non-Standard	Actual Cost	per request	
c) Certified Copy (in addition to per page fees)	$5	per request	
2 Election Related Fees			
a) Filing Fee - Candidates Nominations Fee	$25		[a]
b) Filing Fee - Initiative Petition Fee	$200		[b]
c) Election Recount Fee	Full Cost Recovery		[c]
3 Requests Requiring Special Programming or Formatting	Actual cost		
4 Digital Media (e.g. USB Flash Drive)	$8 or actual cost; whichever is greater	per device	
5 Postage	Actual cost		
6 Retrieval and Request of Records Held in Offsite Archives	Actual cost		
7 Hourly Rate for Service Requests	See City Hourly Billing Rate Schedule or Maximum Authorized by Outside Agency (e.g. State of California)		

[a] CA Election Code 10228.

[b] CA Election Code 9202(b).

[c] CA Election Code 15624.

City of Lawndale

SCHEDULE OF USER AND REGULATORY FEES

ADMINISTRATIVE FEES

	Fee Description	Fee	Charge Basis	Note
1	Returned Check Fee			
	a) First Check	$25	each	[a]
	b) Each Additional Check	$35	each	[a]
2	EFT/ACH Return/Error	$25	each	

[a] CA Civil Code Sec 1719

City of Lawndale

SCHEDULE OF USER AND REGULATORY FEES

ANIMAL LICENSE

	Activity Description	Fee	Charge Basis	Note
	Dog License			
1	Altered Animal (Spayed / Neutered)			
	a) License Fee - Non-Senior	$20	per year	
	b) License Fee - Senior	$10	per year	[a]
	c) Late Penalty	50% of License Fee		[b]
	d) Late Renewal	50% of License Fee		[c]
2	Unaltered Animal			
	a) License Fee - Non-Senior	$60	per year	
	b) License Fee - Senior	$30	per year	[a]
	c) Late Penalty	50% of License Fee		[b]
	d) Late Renewal	50% of License Fee		[c]
	Animal Pick-Up / Impound Fee (City Fee)			
3	Animal Pick-Up / Impound Fee			
	a) First Pick-Up / Impound	$20	each	
	b) Second Pick-Up / Impound	$40	each	
	c) Third and Each Add'l Pick-Up / Impound	$60	each	

[a] Fee for residents at least sixty years of age.

[b] Non-registered dog is discovered by staff.

[c] Registered dog is renewed after license has expired.

City of Lawndale

SCHEDULE OF USER AND REGULATORY FEES

BILLING RATES FOR FEE-RELATED SERVICES (HOURLY / T&M BILLINGS)

	Fee Category / Division	Position	Hourly Billing Rate	Inflator Added to Base Salary	Note
1	Planning	Director of Community Development	$231		
2	Planning	Administrative Assistant II	$89		
3	Planning	Senior Planner	$151		
4	Planning	Associate Planner	$146		
5	Planning	Uniform Hourly Billing Rate	$154		
6	Planning	All Other Positions		3.17	[a]
7	Planning	Contract Service Support	Greater of $154 or Pass-through + 15%		[b]
8	Building	Uniform Hourly Billing Rate	$166		[c]
9	Building	Contract Service Support	Greater of $166 or Pass-through + 15%		[b]
10	Public Works, Eng'rg & Encr.	Director of Public Works	$228		
11	Public Works, Eng'rg & Encr.	Administrative Analyst	$137		
12	Public Works, Eng'rg & Encr.	Administrative Assistant II	$106		
13	Public Works, Eng'rg & Encr.	PWD Inspector	$123		
14	Public Works, Eng'rg & Encr.	Associate Engineer	$175		
15	Public Works, Eng'rg & Encr.	Assistant Engineer	$148		
16	Public Works, Eng'rg & Encr.	Maintenance Supervisor	$151		
17	Public Works, Eng'rg & Encr.	Maintenance Worker III	$112		
18	Public Works, Eng'rg & Encr.	Maintenance Worker II	$102		
19	Public Works, Eng'rg & Encr.	Maintenance Worker I	$87		
20	Public Works, Eng'rg & Encr.	Uniform Hourly Billing Rate	$150		
21	Public Works, Eng'rg & Encr.	All Other Positions		3.44	[a]
22	Public Works, Eng'rg & Encr.	Contract Service Support	Greater of $150 or Pass-through + 15%		[b]
23	Municipal Services	Director of Municipal Services	$196		
24	Municipal Services	Municipal Services Supervisor	$138		
25	Municipal Services	Administrative Assistant II	$96		
26	Municipal Services	Code Enforcement Officer II	$120		
27	Municipal Services	Municipal Services Officer II	$85		
28	Municipal Services	Uniform Hourly Billing Rate	$110		
29	Municipal Services	All Other Positions		3.10	[a]
30	Municipal Services	Contract Service Support	Greater of $110 or Pass-through + 15%		[b]

City of Lawndale

SCHEDULE OF USER AND REGULATORY FEES

BILLING RATES FOR FEE-RELATED SERVICES (HOURLY / T&M BILLINGS)

Fee Category / Division	Position	Hourly Billing Rate	Inflator Added to Base Salary	Note
31 Finance	Director of Finance	$197		
32 Finance	Accounting Manager	$122		
33 Finance	Payroll/Accounting Specialist	$80		
34 Finance	Accounting Specialist	$71		
35 Finance	Uniform Hourly Billing Rate	$111		
36 Finance	All Other Positions		2.58	[a]
37 Finance	Contract Service Support	Pass-through + 15% Admin		[b]
38 City Clerk	Assistant City Clerk	$126		
39 City Clerk	Administrative Assistant II	$66		
40 City Clerk	Uniform Hourly Billing Rate	$96		
41 City Clerk	All Other Positions		2.09	[a]
42 City Clerk	Contract Service Support	Pass-through + 15% Admin		[b]
43 Public Safety - Police / Sheriff	Deputy Sheriff	$137		
44 Public Safety - Police / Sheriff	Uniform Hourly Billing Rate	$137		
45 Public Safety - Police / Sheriff	All Other Positions		3.34	[a]
46 Public Safety - Police / Sheriff	Contract Service Support	Pass-through + 15% Admin		[b]

[a] To calculate hourly rate for positions not listed, multiply base salary rate per hour by factor shown. Outcome is fully-burdened hourly rate. Fully-burdened hourly rate includes benefits, adjustment for productive hours, indirect costs, etc. Example: $90,000 annual salary / 2,080 hours = $43.27/hr. Multiple by factor of 3.17 to calculate fully-burdened hourly rate of $137/hr.

[b] For deposit-based or pass-through billings.

[c] Positional billings are not used for building fees. Use uniform hourly billing rate when required.

City of Lawndale

SCHEDULE OF USER AND REGULATORY FEES

BUSINESS LICENSE

Activity Description	Fee	Note
BUSINESS LICENSE AND PERMIT FEE SCHEDULE		
1 Annual Business Tax	$66	
2 Residential Rental (per Unit Over Five)	$25	
3 Plus, Coin-operated fee (if > 9 Units)	$66	
4 Mobile home and Boarding house (per Unit & Room)	$11	
5 Application Fee (new applications)	$78	[a],[b]
6 Plus, Per Employee	$10	
7 Plus, Per Vehicle (Contractor Over Four Vehicles)	$26	
8 Annual Renewal Fee	$52	
9 Appeal Fee	$52	
10 Duplicate License	$11	
11 Change of License (Name or Address)	$11	
12 Contractor's Vehicle Sticker	$26	
13 Billboard Businesses		
a) First $10,000 of Gross Receipts, plus	$515	
b) $10,000 to $25,000 Gross Receipts (Per $1,000), plus	$52	
c) Gross Receipts Over $25,000 (Per $1,000)	$21	
14 Wheeled Vehicle Business (Per vehicle)		
a) Two to three Vehicles	$103	
b) Four to six Vehicles	$155	
c) Seven to nine Vehicles	$206	
d) Ten or more Vehicles	$258	
15 Petroleum (Per barrel, over 1,800 barrels)	$1	
16 Vending / Service Machine		
a) Stamps (per $1,000 gross receipts)	$6	
17 Coin-operated Machines-exclusive business		
a) First $10,000 of gross receipts, plus	$118	
b) $10,000 to $25,000 Gross Receipts (Per $1,000), plus	$52	
c) Gross Receipts Over $25,000 (Per $1,000)	$21	
18 Benches, plus	$52	
a) Per bench	$14	
19 Handbills		
a) Annual	$232	
b) Quarter; or	$129	
c) Daily	$26	

City of Lawndale

SCHEDULE OF USER AND REGULATORY FEES

BUSINESS LICENSE

Activity Description	Fee	Note
20 Auctioneers		
a) Auction Sale Daily	$103	
b) Personal Property	$103	
c) Real Estate	$103	
d) Bankruptcy Sale (Daily)	$103	
21 Alarm Permit	$52	
22 Entertainment		
a) Café	$103	
b) Carnival (Daily)	$258	
c) Circus (Daily)	$103	
d) Side Show (Daily)	$103	
23 Financial		
a) Broker, Stock or Securities	$155	
24 Collection Agency	$258	
25 Garage Sale (Daily)	$4	
26 Junk		
a) Auto Wrecker	$361	
b) Junk Collector	$52	
c) Plus, per vehicle	$129	
d) Junk Dealer	$515	
27 Machines		
a) Amusement devices (per machine)	$52	
b) Juke box (per machine)	$52	
28 Amusement Rides and Children's Rides		
a) Annual per ride	$52	
b) Daily per ride	$26	
c) Weekly Unlimited Number Rides	$134	
29 Petroleum (per oil well)	$103	
30 Retail / Services		
a) Home Occupation	$11	
b) Locksmith	$52	
c) Pest Control	$52	
31 Souvenir Sales (Daily)	$11	
32 Subscription Service		
a) CATV FEE	$52	
b) Plus, per subscriber	$2	
33 Transporation		
a) Passenger/Bus Transport for Hire (excludes Taxi & PUC regulated)	$52	

City of Lawndale

SCHEDULE OF USER AND REGULATORY FEES

BUSINESS LICENSE

Activity Description	Fee	Note
34 Vehicles		
a) Auto Wrecker / Dismantler	$335	
b) Parking lot	$26	
c) Plus, per stall	$10	
35 Film Permits (in City)		
a) Still Film:		
i) Use of Public R/W (Daily)	$258	
ii) Use of Public Buildings (Daily)	$258	
b) Motion Film:		
i) Use of Public R/W (Daily)	$515	
ii) Use of Public Buildings (Daily)	$515	
36 Residential Film (private property)		
a) Still (Daily)	$52	
b) Motion (Daily)	$103	
37 Ambulance Driver / Operator (private)	$52	
38 Entertainment		
a) Arcade - per machine	$11	
b) Bowling Alley	$52	
i) Plus, per alley over 5 alleys	$11	
c) Billiard / Pool Hall	$52	
i) Plus, per table over 1 table	$11	
d) Bingo		
i) Seller / Leasor of supplies	$26	
ii) Equipment Renewal	$26	
iii) Manager of Game	$26	
e) Cabaret	$103	
f) Dance Hall	$258	
g) Professional Entertainment	$103	
h) Theater / burlesque	$515	
i) Pawnshop, Secondhand Dealer	$206	
j) Musician / Street	$26	
39 Games of Skill		
a) Bowling Machine	$26	
b) Pinball Machine	$26	
c) Pool Table	$26	
d) Shuffleboard	$26	
e) Mechanical Game (Device)	$26	
f) Electronic Game (Device)	$26	
g) Similar Devices	$26	
40 House Number Painter	$26	

City of Lawndale

SCHEDULE OF USER AND REGULATORY FEES

BUSINESS LICENSE

Activity Description	Fee	Note
41 Retail / Service		
a) Acupressure	$155	
b) Bar, Beer	$284	
c) Bar, Liquor	$284	
d) Check Cashing	$258	
e) Computer Dating / Dating Services	$515	
f) Fortune-Telling	$258	
g) Kennel	$206	
h) Massage Establishment	$412	
i) Plus: Massage Technician License	$103	
i) Private Patrol	$52	
j) Solicitor	$284	
i) Solicitor Agent	$11	
k) Solid Waste (per Truck)	$721	
l) Taxicab Co (substantially located within City)	$103	
m) Tobacco Retailer License	$155	

[a] If, the license is denied, fifty dollars ($50) shall be refundable to the applicant.

[b] Includes home occupations.

City of Lawndale

SCHEDULE OF USER AND REGULATORY FEES

ENGINEERING AND ENCROACHMENT PERMIT FEES

	Activity Description	Fixed Fee	Minimum Fee / Initial Deposit	Charge Basis	Note
	Permit Issuance Fee				
1	Permit Issuance Fee - for Encroachment Permits, Excavation Permits, or Construction Permits (Issuance Fee Only, Additional Fees May Apply)	$150		flat fee	
	Permit Fee				
2	Curb and Gutter (per 200 LF or fraction thereof)	$300		flat fee	[a]
3	Curb Drain	$300		flat fee	[a]
4	Driveway Approach - Residential (per approach)	$300		flat fee	[a]
5	Driveway Approach - Non-Residential (per approach)	$450		flat fee	[a]
6	Sidewalk (per 200 LF or fraction thereof)	$300		flat fee	[a]
7	Pavement (per 500 SF or fraction thereof)	$300		flat fee	[a],[b]
8	Trenching (per 500 SF or fraction thereof)	$300		flat fee	[a],[c]
9	Additional Inspection Fee / Missed Inspection Fee (each)	$150		flat fee	
10	Inspections Outside of Normal Business Hours	1.5x standard fee / billing rate		flat fee	[d]
	Encroachment Permit Fee (Holiday Specific Exceptions)				
11	Homeowner Holiday Decorations Only (non-electrical)	No charge		flat fee	[e],[f]
12	Business Issuance of "Temporary No Parking" Permit				
	a) Permit Issuance Fee, plus	$75		flat fee	[e],[g]
	b) Per Day Fee	$25		flat fee	[e],[g]
	Construction and Demolition Materials Management				
13	Construction and Demolition Materials Management Plan - Application Plan Review and Deposit Administration Fee	$113		flat fee	
14	Appeal of Decision to Deny Exemption or Withhold all or any Portion of Security Deposit	$600		flat fee	

City of Lawndale

SCHEDULE OF USER AND REGULATORY FEES

ENGINEERING AND ENCROACHMENT PERMIT FEES

Activity Description	Fixed Fee	Minimum Fee / Initial Deposit	Charge Basis	Note
Public Right-of-Way Use Permit Fees				
15 Street Closures (per day)	$150		flat fee	
16 Lane Closures (per day, per lane)	$75		flat fee	
17 Temporary "No Parking" (per day)				
a) Up to 250 LF	$75		flat fee	
b) each add'l LF	$1		flat fee	
18 Parade/March/Procession Permit (per event)				
a) Permit, plus	$300		flat fee	
b) actual costs of personnel other permits req'd, plus		See fee schedule		
c) Security/damage/clean-up deposit		$1,000 - $5,000	deposit	
19 Bus Benches (per bench)				
a) Permit, plus	$225		flat fee	
b) Security/damage/clean-up deposit		$500		
20 Newspaper Racks (per rack)				
a) Permit, plus	$75		flat fee	
b) Security/damage/clean-up deposit (per application)		$500		
21 Temporary Trash Bin/Dumpster Permit in Right-of-Way				[e]
a) Initial (up to five consecutive days)	$75		flat fee	[e]
b) Renewal (up to additional five consecutive days)	$75		flat fee	[e]
c) Initial deposit		$250	deposit	[e]
22 **Improvement Plan Review and Inspection (Cost Est.)**				
a) Plan Review				
i) First $250,000		5% with $1,200 minimum fee	deposit	[h]
ii) Next $250,000 up to $500,000		4%	deposit	[h]
iii) Over $500,000		3%	deposit	[h]
b) Inspection				
i) First $250,000		5% with $1,200 minimum fee	deposit	[h]
ii) Next $250,000 up to $500,000		4%	deposit	[h]
iii) Over $500,000		3%	deposit	[h]

City of Lawndale

SCHEDULE OF USER AND REGULATORY FEES

ENGINEERING AND ENCROACHMENT PERMIT FEES

Activity Description	Fixed Fee	Minimum Fee / Initial Deposit	Charge Basis	Note
23 **Grading Plan Review and Inspection**				
a) Plan Review		$1,200 deposit with $600 minimum fee	deposit	
b) Inspection		$1,200 deposit with $600 minimum fee	deposit	
24 **Landscape Plan Review and Inspection**				
a) Plan Review		$600 deposit with $600 minimum fee	deposit	
b) Inspection		$300 deposit with $300 minimum fee	deposit	
25 **Map Review**				
a) Lot Line Adjustment		See Planning	deposit	
b) Lot Merger		See Planning	deposit	
c) Tentative Parcel/Tract Map		See Planning	deposit	
d) Final Map		See Planning	deposit	
e) Certificate of Compliance		$1,800	deposit	
26 **Report / Special Studies Review**				
Review of Reports or Special Studies Not Recovered via other deposit based billings (e.g. Hydrology, soils, NPDES, SWPPP, etc.)		$2,000	deposit	
Traffic Control				
27 Oversize Load Permit				
a) One Day	$16		flat fee	
b) Annual	$90		flat fee	
28 Traffic Control Plan Review				
a) Minor (Local Streets)	$113		per location	
b) Major (Arterial Streets)	$450		per location	
Vacation / Easement Processing				
29 Street / Alley Vacation		$2,500	deposit	
30 Easement		$2,500	deposit	

City of Lawndale

SCHEDULE OF USER AND REGULATORY FEES

ENGINEERING AND ENCROACHMENT PERMIT FEES

	Activity Description	Fixed Fee	Minimum Fee / Initial Deposit	Charge Basis	Note
	Parking Permit District Fees				
31	Parking Permit District Application Fee				
	a) Driveway Parking Permit District	$534		flat fee	
	b) Preferential or Overnight Parking Permit District	$819		flat fee	
32	Parking Permit Issuance Fee				
	a) Driveway Parking Permit (per year)	$38		flat fee	
	b) Preferential or Overnight Parking Permit				
	i) One Permit per Household (per year)	$38		flat fee	
	ii) Two Permits per Household (per year)	$40		flat fee	
33	Issuance of Replacement Permit or Second Permit	$8		flat fee	
34	Violation Fee (per violation)	$45		flat fee	
	Franchise Review Fee				
35	Franchise Review Fee		$5,000	deposit	
	Other				
36	Time Extension	$150		flat fee	
37	Excess Plan Review (more than 3 reviews) (per hour)		See hourly billing rate schedule	deposit	
38	Excess Inspections / Missed Inspection (each)	$150		flat fee	
39	Other Services Provided		See hourly billing rate schedule	deposit	

[a] Fee includes up to four site visits. Additional fees apply for each additional visit/inspection.

[b] For patch, repair, and replacement of AC or PCC pavement per City Engineer. Additional fees may apply.

[c] For installation of substructure to property line for trench only. Additional fees for pavement inspection and others may apply.

[d] For hourly billings assume 2 hour minimum.

[e] No additional permit issuance fees apply.

[f] Fee waiver applies only for permits issued between the first Saturday after Thanksgiving through Christmas Eve for the installation and maintenance of non-electrical holiday decorations.

[g] Only applicable for businesses requiring additional equipment storage during specific holiday timeframes. Permit applies for up to 250

[h] Initial deposits are based on engineer's cost estimate. There is also a minimum fee payable to the City.

City of Lawndale

SCHEDULE OF USER AND REGULATORY FEES

ENGINEERING AND ENCROACHMENT PERMIT FEES

Activity Description	Fixed Fee	Minimum Fee / Initial Deposit	Charge Basis	Note
Overview of Fee Structure				
Fees may be either fixed fees (i.e. flat fees), or deposits with a minimum fee amount due. When a fee is deposit-based with a minimum fee amount due, the City will collect the initial deposit/minimum fee. The initial deposit amount represents the minimum amount the applicant will pay to the City. If the City's costs ultimately exceed the minimum fee collected, the City will bill the applicant for additional amounts due as outlined below.				
Full Cost Deposits and Deposit Replenishment Policy				
Applicants for full cost (deposit-based) submittals shall pay for all City staff and contract service provider time and materials required to process the application. A full cost reimbursement agreement shall be included with the project application submittal package. Projects outside the scope of this fee schedule will be subject to a full cost reimbursement agreement to be approved by the City Manager and/or City Council. This reimbursement agreement will include the identification of a work program and will include cost estimates for both City staff time and consultant services based on a defined scope of work.				
If City review costs are anticipated to exceed the initial deposit/minimum fee collected, the applicant will be notified and required to supplement the initial amount paid with an additional deposit. Any additional deposits will be collected and held by the City in a deposit account. Project billing amounts will be drawn from the deposit account.				
Funds expended for staff time shall not be dependent upon the City's approval or disapproval of the application request. Any deposit amounts remaining after final project close out will be returned to applicant (less bond amounts held by the City).				
As may be required by the Community Development Department or Public Works Department for project evaluation or environmental review, all payment for attorney and consultant work shall be the responsibility of the applicant.				

* Applicants shall be responsible for any additional materials or outside agency costs (e.g. postage, public noticing, peer review, County Recorder-Clerk Office, Department of Fish and Wildlife, etc.).

City of Lawndale

SCHEDULE OF USER AND REGULATORY FEES

AB 939 FEE

	Fee Description	Fee	Charge Basis	Note
1	AB 939 Fee	12%	% of gross receipts	

* Fee is included in schedule for reference purposes only. Fee was not examined or updated as part of fee study. Fee should not be updated as part of routine CPI adjustments.

City of Lawndale

SCHEDULE OF USER AND REGULATORY FEES

FIREWORKS STAND PERMIT FEE

	Fee Description	Fee	Charge Basis	Note
1	Fireworks Stand Permit Fee	$300	per application	[a]

[a] See LMC Chapter 8.12.

City of Lawndale

SCHEDULE OF USER AND REGULATORY FEES

FALSE ALARM RESPONSE FEES

	Fee Description	Fee	Charge Basis	Note
	False Alarm Response			
1	False Alarm Response			
	a) First Response	No Charge	each	
	b) Second Response	No Charge	each	
	c) Third Response	$100	each	
	d) Each Additional Response	$125	each	

* Based on number of false alarms in a 365 day period.

City of Lawndale

SCHEDULE OF USER AND REGULATORY FEES

PARKING PERMIT FEES

	Fee Description	Fee	Charge Basis	Note
	Parking Permits			
1	Parking Permit			
	a) Recreational Vehicle Parking Permit	$30	per permit	
	b) Trailer and Oversized Vehicle Parking Permit	$30	per permit	
	c) Replacement of Parking Permit	$30	per permit	

City of Lawndale

SCHEDULE OF USER AND REGULATORY FEES

PLANNING AND ENTITLEMENT FEES

	Activity Description	Fixed Fee	Initial Deposit	Charge Basis	Note
	Appeals				
1	Appeal to Planning Commission		$2,500	deposit	
2	Appeal to City Council		$2,500	deposit	
	CEQA / Environmental Review				
3	Negative Declaration/Mitigated Negative Declaration		$5,000	deposit	
4	Environmental Impact Report		$10,000	deposit	
	Condominium / Apartment Conversion Review				
5	Apartment / Condominium Conversion Review		$10,000	deposit	
	Convenants, Conditions, Restrictions (CC&R's)				
6	Covenants, Conditions, Restrictions (CC&Rs)		$3,500	deposit	
	Design Review				
7	Design Review		$2,000	deposit	
	Development Permit				
8	Development Permit		$6,500	deposit	
	Extension				
9	Time Extension		$2,500	deposit	
	General Plan Amendment / Specific Plan Amendment / Zone Chage				
10	General Plan Amendment		$8,000	deposit	
11	Specific Plan Amendment / Zone Change / Planning Text Amendment		$8,000	deposit	
	Land Use Determination				
12	Land Use Determination		$3,500	deposit	
	Map Review Fees				
13	Tentative Parcel/Tract Map		$5,000	deposit	
14	Final Map		$4,000	deposit	
15	Lot Line Adjustment		$1,500	deposit	
16	Lot Merger		$1,500	deposit	

City of Lawndale

SCHEDULE OF USER AND REGULATORY FEES

PLANNING AND ENTITLEMENT FEES

	Activity Description	Fixed Fee	Initial Deposit	Charge Basis	Note
	Restrictive Use Covenant				
17	Restrictive Use Covenant		$1,000	deposit	
	Site Plan Review/Planning Plan Check				
18	Site Plan Review/Planning Plan Check		$2,500	deposit	
	Special Use Permit				
19	Special Use Permit		$8,000	deposit	
	Variance				
20	Variance		$5,000	deposit	
	Wireless Facilities Plan Review				
21	Administrative/Plan Check Review Wireless		$2,500	deposit	
	Minor Permitting and Reviews (Fixed Fees)				
22	Business License Review/App	$139		flat fee	
23	Director's Determination	$465		flat fee	
24	Flat Work Permit/Inspection	$390		flat fee	
25	Fence Plan/Inspection	$420		flat fee	
26	Minor Development	$1,875		flat fee	
27	Covenants of Easements	$1,000		flat fee	
28	Shed Permit	$390		flat fee	
29	Temporary Banner/Sign Review and Inspection	$115		flat fee	
	Letters / Reports / Research				
30	Planning Letter	$450		flat fee	
31	Residential Property Report	$240		flat fee	
32	Zoning Verification Letter Per Property	$450		flat fee	
33	Research	$450		flat fee	
	Other				
34	Re-Inspection (each, per hour)	$154		flat fee	
35	Expedited Service Request	1.5x standard fee and billing rates			
36	Other Services Provided	See hourly billing rate schedule			

City of Lawndale

SCHEDULE OF USER AND REGULATORY FEES

PLANNING AND ENTITLEMENT FEES

Activity Description	Fixed Fee	Initial Deposit	Charge Basis	Note
Overview of Fee Structure				
Fees may be either fixed fees (i.e. flat fees), or deposits with a minimum initial deposit collected. The initial deposit amount represents the typical minimum amount the applicant will pay to the City. If the City's costs ultimately exceed the minimum fee collected, the City will bill the applicant for additional amounts due as outlined below.				
Full Cost Deposits and Deposit Replenishment Policy				
Applicants for full cost (deposit-based) submittals shall pay for all City staff and contract service provider time and materials required to process the application. A full cost reimbursement agreement shall be included with the project application submittal package. Projects outside the scope of this fee schedule will be subject to a full cost reimbursement agreement to be approved by the City Manager and/or City Council. This reimbursement agreement will include the identification of a work program and will include cost estimates for both City staff time and consultant services based on a defined scope of work.				
If City review costs are anticipated to exceed the initial deposit/minimum fee collected, the applicant will be notified and required to supplement the initial amount paid with an additional deposit. Any additional deposits will be collected and held by the City in a deposit account. Project billing amounts will be drawn from the deposit account.				
Funds expended for staff time shall not be dependent upon the City's approval or disapproval of the application request. Any deposit amounts remaining after final project close out will be returned to applicant (less bond amounts held by the City).				
As may be required by the Community Development Department or Public Works Department for project evaluation or environmental review, all payment for attorney and consultant work shall be the responsibility of the applicant.				

* Applicants shall be responsible for any additional materials or outside agency costs (e.g. postage, public noticing, peer review, County Recorder-Clerk Office, Department of Fish and Wildlife, etc.).

City of Lawndale
SCHEDULE OF USER AND REGULATORY FEES

VEHICLE RELEASE FEES

	Fee Description	Fee	Charge Basis	Note
	Vehicle Release			
1	Vehicle Release Fee	$165	each	
	Repossessed Vehicle Report Filing Fee			
2	Repossessed Vehicle Report Filing Fee	$15	each	[a]

[a] California Government Code Section 41612.

City of Lawndale

SCHEDULE OF USER AND REGULATORY FEES

YOUTH SPORTS AND DAY CAMP FEES

	Activity Description	Resident	Non-Resident	Charge Basis	Note
	YOUTH SPORTS FEES				
1	Youth Basketball	$60	$85	per season	
2	Youth Soccer	$60	$85	per season	
3	Youth Sports Volunteer Coach Discount	50%	50%	per season	
	SUMMER DAY CAMP FEES				
1	Summer Day Camp (M - Th)	$100	$140	per week	
2	Summer Day Camp Field Trips and Transportation	Actual Cost of field trip plus $10 Bus Fee	Actual Cost of field trip plus $10 Bus Fee	per field trip	
	REGISTRATION REFUND PROCESSING FEE				
1	Registration Refund Processing Fee (applicable fee for sports programs, camp, class, club, excursion fees, etc.)	$15	$15	per refund processed	

City of Lawndale

SCHEDULE OF USER AND REGULATORY FEES

FACILITY RENTAL FEES

	Activity Description	Rate	Charge Basis	Deposit	Note
	Community Center Rental				
1	**Meeting Room**				
	a) Full Room	$100	per hour	$500	
	b) Half-Room	$50	per hour	$250	
2	**Main Event Room**				
	a) Full Room	$200	per hour	$1,000 Security; $500 Alcohol	
	b) Half-Room	$100	per hour	$500 Security; $500 Alcohol	
3	**Kitchen Use**				
	a) Partial Use	$150	per rental	$250	
	b) Full Use	$250	per rental	$500	
4	**Stage Use**	$75	per rental	$250	
5	**Staffing**	$25	per hour		

* All hourly rental rates are rounded up to the nearest hour. Example 5.25 hour rental pays for six hours.

** Alcohol deposits are in addition to standard security deposits.

*** Depending on the rental requested, security staffing may be required. Costs for security shall be paid to the City by the applicant prior to permit approval.

City of Lawndale

SCHEDULE OF USER AND REGULATORY FEES

FACILITY / FIELD RENTAL FEES

	Activity Description	Resident - Non-Profit	Resident - Private	Non-Resident - Non-Profit	Non-Resident - Private	Charge Basis	Deposit	Note
1	**Gymnasium**	$30	$40	$50	$60	per hour	$250	
2	**Baseball Fields**	$30	$40	$50	$60	per hour	$50 per field	
3	**Soccer / Football Fields**	$30	$40	$50	$60	per hour	$50 per field	
4	**Track**	$30	$40	$50	$60	per hour	$50 per field	
5	**Snack Bar**	$75	$100	$125	$150	per day	$500	[a]
6	**Park Community Room**	$40	$45	$50	$55	per hour	$250	
7	**Show Wagon Mobile Trailer**	$450	n/a	n/a	n/a	per rental	$500	[b]

* All hourly rental rates are rounded up to the nearest hour. Example 5.25 hour rental pays for six hours.

** Applicants for non-profit rental rates must meet requirements established by City policy.

[a] Snack bar to be used only with concurrent field(s) permit.

[b] Flat rate for five day rental. Available for pickup and deliver Monday through Thursday only.

City of Lawndale

SCHEDULE OF USER AND REGULATORY FEES

FACILITY RENTAL RESERVATION CANCELLATION FEES

Activity Description	Fee	Charge Basis	Note
Facility/Field Rental Cancellation Fees / Refund Policy			
1 **Refund Processing Fee (applies to all refunds processed for facility rentals)**	$15	per refund processed	
2 **Cancellation Fee**			
a) Cancellation Notice Received Less than 15 days before rental	100% of fees due, no refund provided	per cancellation	
b) Cancellation Notice Received 15-30 days before rental	50% of fees due, 50% refund provided	per cancellation	
c) Cancellation Notice Received 30-days before rental	0% of fees due, 100% refund provided; processing fee still applies	per cancellation	

City of Lawndale

SCHEDULE OF USER AND REGULATORY FEES

FACILITY RENTAL FEES

	Activity Description	Rate	Charge Basis	Deposit	Note
	Community Garden				
1	Community Garden				
	a) Lawndale Resident				
	i) Senior	$25	per year	$25	
	ii) All Others	$35	per year	$25	
	b) Non-Resident	$50	per year	$25	

City of Lawndale

SCHEDULE OF USER AND REGULATORY FEES

BLOCK PARTY PERMIT FEES

	Fee Description	Fee	Charge Basis	Note
	Block Party Permit			
1	Block Party Permit			
	a) Permit Fee	$100	per permit	
	b) Special Services Required from City Staff (e.g. on-site support, clean-up, etc.)	Overtime rate - 2 hour minimum	per hour	
	c) Refundable Deposit for Use of City Equipment or Special Services Required	$500	per permit	

City of Lawndale

SCHEDULE OF USER AND REGULATORY FEES

ADMINISTRATIVE CITATIONS

	Activity Description	Fee	Charge Basis	Note
	Administrative Citation			
1	Administrative Citation			
	a) First Violation	$100	per violation	
	b) Second Violation	$250	per violation	
	c) Third Violation	$500	per violation	
2	Administrative Citation - Violation of LMC Chapter 8.12 (Fireworks)	$1,000	per violation	
3	Late Payment Fee for Administrative Citations			
	a) First Month Late	50%	% of fine due	
	b) Each Additional Month Late	10%	% of fine due	
	c) Maximum Late Fees	100%	% of fine due	

* Amounts are included in schedule of user and regulatory fees for reference purposes only. Amounts are fines. See Lawndale Municipal Code Chapter 1.11 - Administrative Citations.

City of Lawndale

SCHEDULE OF USER AND REGULATORY FEES

CANCELLATION OF CITATION LINKED TO DISPLAY OF DISABLED PLACARD

	Fee Description	Fee	Charge Basis	Note
1	Administrative Fee for Processing Cancellation of Citation Linked to Display of Disabled Placard	$25	each	[a]

[a] California Vehicle Code Section 40226.

ATTACHMENT "B"

Illustration of Current and Proposed Fees
July 1, 2021

Note: Specific Recommendations of the City's Fee Committee are identified in ***bold italics***

City of Lawndale
Administrative Fees / Citywide Records
July 1, 2021

Line #	Description	Authority for Existing Rate	Current Fee	Proposed Fee	Proposed Increase
1	Documents - Hard Copy				
2	a) Standard Size	CA Government Code 6251	$0.20	$0.10	($0.10)
3	b) Non-Standard	CA Government Code 6251	n/a	Actual Cost	New
4	c) Certified Copy (in addition to per page fees)	CA Government Code 6251	n/a	$5	New
5	Election Related Fees				
6	a) Filing Fee - Candidates Nominations	CA Election Code 10228	$25	$25	New
7	b) Filing Fee - Initiative Petition Fee	CA Election Code 9202(b)	$200	$200	New
8	c) Election Recount Fee	CA Election Code §15624	Full Cost Recovery	Full Cost Recovery	New
9	Requests Requiring Special Programming or Formatting	CA Government Code 6251	n/a	Actual cost	New
10	Digital Media (e.g. USB Flash Drive)	CA Government Code 6251	n/a	$8 or actual cost; whichever is greater	New
11	Postage	CA Government Code 6251	n/a	Actual cost	New
12	Retrieval and Request of Records Held in Offsite Archives	CA Government Code 6251	n/a	Actual cost	New
13	Hourly Rate for Service Requests	CA Government Code 6251	See City Hourly Billing Rate Schedule or Maximum Authorized by Outside Agency (e.g. State of California)	See City Hourly Billing Rate Schedule or Maximum Authorized by Outside Agency (e.g. State of California)	No Change

City of Lawndale
Administrative Fees / Finance Fees
July 1, 2021

Line #	Description	Authority for Existing Rate	Current Fee	Proposed Fee	Proposed Increase
1	Returned Check Fee				
2	a) First Check	CA Civil Code Sec 1719	$10	$25	$15
3	b) Each Additional Check	CA Civil Code Sec 1719	$10	$35	$25
4	EFT/ACH Return/Error	CA Civil Code Sec 1719	n/a	$25	$25

City of Lawndale
Animal License Fee Schedule
July 1, 2021

Line #	Description	Authority for Existing Rate	Current Fee	Proposed Fee	Proposed Increase
1	**Dog License**	Reso CC-2009-052			
2	Altered Animal (Spayed / Neutered)	Reso CC-2009-052			
3	a) License Fee - Non-Senior	Reso CC-2009-052	$20	$20	No Change
4	b) License Fee - Senior	Reso CC-2009-052	$10	$10	No Change
5	c) Late Penalty	Reso CC-2009-052	50% of License Fee	50% of License Fee	No Change
6	d) Late Renewal	Reso CC-2009-052	50% of License Fee	50% of License Fee	No Change
7	Unaltered Animal	Reso CC-2009-052			
8	a) License Fee - Non-Senior	Reso CC-2009-052	$60	$60	No Change
9	b) License Fee - Senior	Reso CC-2009-052	$30	$30	No Change
10	c) Late Penalty	Reso CC-2009-052	50% of License Fee	50% of License Fee	No Change
11	d) Late Renewal	Reso CC-2009-052	50% of License Fee	50% of License Fee	No Change
12	**Animal Pick-Up / Impound Fee (City Fee)**	Reso CC-2009-052			
13	Animal Pick-Up / Impound Fee	Reso CC-2009-052			
14	a) First Pick-Up / Impound	Reso CC-2009-052	n/a	$20	New
15	b) Second Pick-Up / Impound	Reso CC-2009-052	n/a	$40	New
16	c) Third and Each Add'l Pick-Up / Impound	Reso CC-2009-052	n/a	$60	New

City of Lawndale
Business License and Permit Fee Schedule
July 1, 2021

Line #	Description	Authority for Existing Rate	Current Rate	Proposed Rate	Proposed Increase
1	Annual Business Tax	Reso CC-2001-004	$66	$66	no change
2	Residential Rental (per Unit Over Five)	Reso CC-2001-004	$25	$25	no change
3	Plus, Coin-operated fee (if > 9 Units)	Reso CC-2001-004	$66	$66	no change
4	Mobile home and Boarding house (per Unit & Room)	Reso CC-2001-004	$11	$11	no change
5	Application Fee (new applications)	Reso CC-2001-004	$78	$78	no change
6	(If, the license is denied, fifty dollars ($50) shall be refundable to the applicant.)	Reso CC-2001-004			
7	Plus, Per Employee	Reso CC-2001-004	$10	$10	no change
8	(Includes $1 Administrative Fee Per Employee.)	Reso CC-2001-004			
9	Plus, Per Vehicle (Contractor Over Four Vehicles)	Reso CC-2001-004	$26	$26	no change
10	Annual Renewal Fee	Reso CC-2001-004	$52	$52	no change
11	Appeal Fee	Reso CC-2001-004	$52	$52	no change
12	Duplicate License	Reso CC-2001-004	$11	$11	no change
13	Change of License (Name or Address)	Reso CC-2001-004	$11	$11	no change
14	Contractor's Vehicle Sticker	Reso CC-2001-004	$26	$26	no change
15	**Billboard Businesses**	Reso CC-2001-004			
16	First $10,000 of Gross Receipts, plus	Reso CC-2001-004	$515	$515	no change
17	$10,000 to $25,000 Gross Receipts (Per $1,000), plus	Reso CC-2001-004	$52	$52	no change
18	Gross Receipts Over $25,000 (Per $1,000)	Reso CC-2001-004	$21	$21	no change
19	**Wheeled Vehicle Business** (Per vehicle)	Reso CC-2001-004			
20	Two to three Vehicles	Reso CC-2001-004	$103	$103	no change
21	Four to six Vehicles	Reso CC-2001-004	$155	$155	no change
22	Seven to nine Vehicles	Reso CC-2001-004	$206	$206	no change
23	Ten or more Vehicles	Reso CC-2001-004	$258	$258	no change
24	**Petroleum**	Reso CC-2001-004			
25	Per barrel, over 1,800 barrels	Reso CC-2001-004	$1	$1	no change
26	Vending / Service Machine	Reso CC-2001-004			
27	Stamps (per $1,000 gross receipts)	Reso CC-2001-004	$6	$6	no change
28	**Coin-operated Machines-exclusive business**	Reso CC-2001-004			

City of Lawndale
Business License and Permit Fee Schedule
July 1, 2021

Line #	Description	Authority for Existing Rate	Current Rate	Proposed Rate	Proposed Increase
29	First $10,000 of gross receipts, plus	Reso CC-2001-004	$118	$118	no change
30	$10,000 to $25,000 Gross Receipts (Per $1,000), plus	Reso CC-2001-004	$52	$52	no change
31	Gross Receipts Over $25,000 (Per $1,000)	Reso CC-2001-004	$21	$21	no change
32	Benches	Reso CC-2001-004	$52	$52	no change
33	Plus, per bench	Reso CC-2001-004	$14	$14	no change
34	**Handbills**	Reso CC-2001-004			
35	Annual	Reso CC-2001-004	$232	$232	no change
36	Quarter; or	Reso CC-2001-004	$129	$129	no change
37	Daily	Reso CC-2001-004	$26	$26	no change
38	**Auctioneers**	Reso CC-2001-004			
39	Auction Sale Daily	Reso CC-2001-004	$103	$103	no change
40	Personal Property	Reso CC-2001-004	$103	$103	no change
41	Real Estate	Reso CC-2001-004	$103	$103	no change
42	Bankruptcy Sale (Daily)	Reso CC-2001-004	$103	$103	no change
43	ALARM Permit	Reso CC-2001-004	$52	$52	no change
44	**Entertainment**	Reso CC-2001-004			
45	Café	Reso CC-2001-004	$103	$103	no change
46	Carnival (Daily)	Reso CC-2001-004	$258	$258	no change
47	Circus (Daily)	Reso CC-2001-004	$103	$103	no change
48	Side Show (Daily)	Reso CC-2001-004	$103	$103	no change
49	**Financial**	Reso CC-2001-004			
50	Broker, Stock or Securities	Reso CC-2001-004	$155	$155	no change
51	Collection Agency	Reso CC-2001-004	$258	$258	no change
52	Garage Sale (Daily)	Reso CC-2001-004	$4	$4	no change
53	**Junk**	Reso CC-2001-004			
54	Auto Wrecker	Reso CC-2001-004	$361	$361	no change
55	Junk Collector	Reso CC-2001-004	$52	$52	no change
56	Plus, per vehicle	Reso CC-2001-004	$129	$129	no change
57	Junk Dealer	Reso CC-2001-004	$515	$515	no change
58	**Machines**	Reso CC-2001-004			
59	Amusement devices (per machine)	Reso CC-2001-004	$52	$52	no change

City of Lawndale
Business License and Permit Fee Schedule
July 1, 2021

Line #	Description	Authority for Existing Rate	Current Rate	Proposed Rate	Proposed Increase
60	Juke box (per machine)	Reso CC-2001-004	$52	$52	no change
61		Reso CC-2001-004			
	Amusement Rides and Children's Rides				
62	Annual per ride	Reso CC-2001-004	$52	$52	no change
63	Daily per ride	Reso CC-2001-004	$26	$26	no change
64	Weekly Unlimited Number Rides	Reso CC-2001-004	$134	$134	no change
65	Petroleum (per oil well)	Reso CC-2001-004	$103	$103	no change
66	**Retail / Services**	Reso CC-2001-004			
67	Home Occupation	Reso CC-2001-004	$11	$11	no change
68	Locksmith	Reso CC-2001-004	$52	$52	no change
69	Pest Control	Reso CC-2001-004	$52	$52	no change
70	Souvenir Sales (Daily)	Reso CC-2001-004	$11	$11	no change
71	**Subscription Service**	Reso CC-2001-004			
72	CATV FEE	Reso CC-2001-004	$52	$52	no change
73	Plus, per subscriber	Reso CC-2001-004	$2	$2	no change
74	**Transporation**	Reso CC-2001-004			
75	Passenger/Bus Transport for Hire (excludes Taxi & PUC regulated)	Reso CC-2001-004	$52	$52	no change
76	**Vehicles**	Reso CC-2001-004			
77	Auto Wrecker / Dismantler	Reso CC-2001-004	$335	$335	no change
78	Parking lot	Reso CC-2001-004	$26	$26	no change
79	Plus, per stall	Reso CC-2001-004	$10	$10	no change
80	**Film Permits** (in City)	Reso CC-2001-004			
81	***Still Film:***	Reso CC-2001-004			
82	Use of Public R/W (Daily)	Reso CC-2001-004	$258	$258	no change
83	Use of Public Buildings (Daily)	Reso CC-2001-004	$258	$258	no change
84	***Motion Film:***	Reso CC-2001-004			
85	Use of Public R/W (Daily)	Reso CC-2001-004	$515	$515	no change
86	Use of Public Buildings (Daily)	Reso CC-2001-004	$515	$515	no change
87	**Residential Film (private property)**	Reso CC-2001-004			
88	Still (Daily)	Reso CC-2001-004	$52	$52	no change
89	Motion (Daily)	Reso CC-2001-004	$103	$103	no change

City of Lawndale
Business License and Permit Fee Schedule
July 1, 2021

Line #	Description	Authority for Existing Rate	Current Rate	Proposed Rate	Proposed Increase
90	Ambulance Driver / Operator (private)	Reso CC-2001-004	$52	$52	no change
91	**Entertainment**	Reso CC-2001-004			
92	Arcade - per machine	Reso CC-2001-004	$11	$11	no change
93	Bowling Alley	Reso CC-2001-004	$52	$52	no change
94	Plus, per alley over 5 alleys	Reso CC-2001-004	$11	$11	no change
95	Billiard / Pool Hall	Reso CC-2001-004	$52	$52	no change
96	Plus, per table over 1 table	Reso CC-2001-004	$11	$11	no change
97	**Bingo**	Reso CC-2001-004			
98	Seller / Leasor of supplies	Reso CC-2001-004	$26	$26	no change
99	Equipment Renewal	Reso CC-2001-004	$26	$26	no change
100	Manager of Game	Reso CC-2001-004	$26	$26	no change
101	Cabaret	Reso CC-2001-004	$103	$103	no change
102	Dance Hall	Reso CC-2001-004	$258	$258	no change
103	Professional Entertainment	Reso CC-2001-004	$103	$103	no change
104	Theater / burlesque	Reso CC-2001-004	$515	$515	no change
105	Pawnshop, Secondhand Dealer	Reso CC-2001-004	$206	$206	no change
106	Musician / Street	Reso CC-2001-004	$26	$26	no change
107	**Games of Skill**	Reso CC-2001-004			
108	Bowling Machine	Reso CC-2001-004	$26	$26	no change
109	Pinball Machine	Reso CC-2001-004	$26	$26	no change
110	Pool Table	Reso CC-2001-004	$26	$26	no change
111	Shuffleboard	Reso CC-2001-004	$26	$26	no change
112	Mechanical Game (Device)	Reso CC-2001-004	$26	$26	no change
113	Electronic Game (Device)	Reso CC-2001-004	$26	$26	no change
114	Similar Devices	Reso CC-2001-004	$26	$26	no change
115	House Number Painter	Reso CC-2001-004	$26	$26	no change
116	**Retail / Service**	Reso CC-2001-004			
117	Acupressure	Reso CC-2001-004	$155	$155	no change
118	Bar, Beer	Reso CC-2001-004	$284	$284	no change
119	Bar, Liquor	Reso CC-2001-004	$284	$284	no change
120	Check Cashing	Reso CC-2001-004	$258	$258	no change

City of Lawndale
Business License and Permit Fee Schedule
July 1, 2021

Line #	Description	Authority for Existing Rate	Current Rate	Proposed Rate	Proposed Increase
121	Computer Dating / Dating Services	Reso CC-2001-004	$515	$515	no change
122	Fortune-Telling	Reso CC-2001-004	$258	$258	no change
123	Kennel	Reso CC-2001-004	$206	$206	no change
124	Massage Establishment	Reso CC-2001-004	$515	$515	no change
125	Plus: Massage Technician License	Reso CC-2001-004	$103	$103	no change
126	Private Patrol	Reso CC-2001-004	$52	$52	no change
127	Solicitor	Reso CC-2001-004	$284	$284	no change
128	Solicitor Agent	Reso CC-2001-004	$11	$11	no change
129	Solid Waste (per Truck)	Reso CC-2001-004	$721	$721	no change
130	Taxicab Co (substantially located within City)	Reso CC-2001-004	$103	$103	no change
131	Tobacco Retailer License	Reso CC-2001-004	$155	$155	no change

City of Lawndale
Engineering and Encroachment Permit Fees
July 1, 2021

Line #	Description	Authority for Existing Rate	Current Fee	Current Deposit	Proposed Fee	Proposed Deposit	Proposed Fee Increase	Proposed Deposit Increase
1	**Permit Issuance Fee**	Reso CC-0403-019						
2	Permit Issuance Fee - for Encroachment Permits, Excavation Permits, or Construction Permits (Issuance Fee Only, Additional Fees May Apply)	Reso CC-0403-019	$65		$150		$85	
3								
4	**Permit Fee**	Reso CC-0403-019						
5	Curb and Gutter (per 200 LF or fraction thereof)	Reso CC-0403-019	$140		$300		$160	
6	Curb Drain	Reso CC-0403-019	$140		$300		$160	
7	Driveway Approach - Residential (per approach)	Reso CC-0403-019	$140		$300		$160	
8	Driveway Approach - Non-Residential (per approach)	Reso CC-0403-019	$160		$450		$290	
9	Sidewalk (per 200 LF or fraction thereof)	Reso CC-0403-019	$140		$300		$160	
10	Pavement (per 500 SF or fraction thereof)	Reso CC-0403-019	$140		$300		$160	
11	Trenching (per 500 SF or fraction thereof)	Reso CC-0403-019	$140		$300		$160	
12	Additional Inspection Fee / Missed Inspection Fee (each)	Reso CC-0403-019	$75/hr		$150		n/a	
13	Inspections Outside of Normal Business Hours	Reso CC-0403-019	n/a		1.5x standard fee / billing rate		1.5x standard fee / billing rate	
14								
15	**Encroachment Permit Fee (Holiday Specific Exceptions)**	Reso CC-1012-070						
16	Homeowner Holiday Decorations Only (non-electrical)	Reso CC-1012-070	no charge		no charge		no change	
17	Business Issuance of "Temporary No Parking" Permit	Reso CC-1012-070						
18	a) Permit Issuance Fee, plus	Reso CC-1012-070	$65		$75		$10	
19	b) Per Day Fee	Reso CC-1012-070	$20		$25		$5	
20								
21	**Construction and Demolition Materials Management**	Reso CC-0701-005						
22	Construction and Demolition Materials Management Plan - Application Plan Review and Deposit Administration Fee	Reso CC-0701-005	$88		$113		$25	

City of Lawndale
Engineering and Encroachment Permit Fees
July 1, 2021

Line #	Description	Authority for Existing Rate	Current Fee	Current Deposit	Proposed Fee	Proposed Deposit	Proposed Fee Increase	Proposed Deposit Increase
23	Appeal of Decision to Deny Exemption or Withhold all or any Portion of Security Deposit	Reso CC-0701-005	$400		$600		$200	
24								
25	**Public Right-of-Way Use Permit Fees**	Reso CC-0403-019						
26	Street Closures (per day)	Reso CC-0403-019	$100		$150		$50	
27	Lane Closures (per day, per lane)	Reso CC-0403-019	$50		$75		$25	
28	Temporary "No Parking" (per day)	Reso CC-0403-019						
29	a) Up to 250 LF	Reso CC-0403-019	$50		$75		$25	
30	b) each add'l LF	Reso CC-0403-019	$1		$1		$0	
31	Parade/March/Procession Permit (per event)	Reso CC-0403-019						
32	a) Permit, plus	Reso CC-0403-019	$100		$300		$200	
33	b) actual costs of personnel other permits req'd, plus	Reso CC-0403-019		n/a		See fee schedule		See fee schedule
34	c) Security/damage/clean-up deposit	Reso CC-0403-019		n/a		$1,000 - $5,000		$1,000 - $5,000
35	Bus Benches (per bench)	Reso CC-0403-019						
36	a) Permit, plus	Reso CC-0403-019	$150		$225		$75	
37	b) Security/damage/clean-up deposit	Reso CC-0403-019		n/a		$500		$500
38	Newspaper Racks (per rack)	Reso CC-0403-019						
39	a) Permit, plus	Reso CC-0403-019	$25		$75		$50	
40	b) Security/damage/clean-up deposit (per application)	Reso CC-0403-019		n/a		$500		$500
41	Temporary Trash Bin/Dumpster Permit in Right-of-Way	Reso CC-0403-019						
42	a) Initial (up to five consecutive days)	Reso CC-0403-019	$50		$75		$25	
43	b) Renewal (up to additional five consecutive days)	Reso CC-0403-019	$50		$75		$25	
44	c) Initial deposit	Reso CC-0403-019		$200		$250		$50
45								
46	**Improvement Plan Review and Inspection (Cost Est.)**	Reso CC-0403-019						
47	a) Plan Review	Reso CC-0403-019						
48	i) First $250,000	Reso CC-0403-019		varies		5% with $1,200 minimum fee		n/a
49	ii) Next $250,000 up to $500,000	Reso CC-0403-019		varies		4%		n/a
50	iii) Over $500,000	Reso CC-0403-019		varies		3%		n/a

City of Lawndale
Engineering and Encroachment Permit Fees
July 1, 2021

Line #	Description	Authority for Existing Rate	Current Fee	Current Deposit	Proposed Fee	Proposed Deposit	Proposed Fee Increase	Proposed Deposit Increase
51	b) Inspection	Reso CC-0403-019						n/a
52	i) First $250,000	Reso CC-0403-019		varies		5% with $1,200 minimum fee		n/a
53	ii) Next $250,000 up to $500,000	Reso CC-0403-019		varies		4%		n/a
54	iii) Over $500,000	Reso CC-0403-019		varies		3%		n/a
55								
56	**Grading Plan Review and Inspection**	Reso CC-0403-019						
57	a) Plan Review	Reso CC-0403-019		varies		$1,200 deposit with $600 minimum fee		n/a
58	b) Inspection	Reso CC-0403-019		varies		$1,200 deposit with $600 minimum fee		n/a
59								
60	**Landscape Plan Review and Inspection**	Reso CC-0403-019						
61	a) Plan Review	Reso CC-0403-019		varies		$600 deposit with $600 minimum fee		n/a
62	b) Inspection	Reso CC-0403-019		varies		$300 deposit with $300 minimum fee		n/a
63								
64	**Map Review**	Reso CC-0403-019						
65	a) Lot Line Adjustment	Reso CC-0403-019		n/a		See Planning		new
66	b) Lot Merger	Reso CC-0403-019		n/a		See Planning		new
67	c) Tentative Parcel/Tract Map	Reso CC-0403-019		n/a		See Planning		new

City of Lawndale
Engineering and Encroachment Permit Fees
July 1, 2021

Line #	Description	Authority for Existing Rate	Current Fee	Current Deposit	Proposed Fee	Proposed Deposit	Proposed Fee Increase	Proposed Deposit Increase
68	d) Final Map	Reso CC-0403-019		n/a		See Planning		new
69	e) Certificate of Compliance	Reso CC-0403-019		varies		$1,800		n/a
70								
71	**Report / Special Studies Review**	Reso CC-0403-019						
72	Review of Reports or Special Studies Not Recovered via other deposit based billings (e.g. Hydrology, soils, NPDES, SWPPP, etc.)	Reso CC-0403-019		varies		$2,000		n/a
73								
74	**Traffic Control**	Reso CC-0403-019						
75	Oversize Load Permit	Reso CC-0403-019						
76	a) One Day	Reso CC-0403-019	$16		$16			no change
77	b) Annual	Reso CC-0403-019	$90		$90			no change
78	Traffic Control Plan Review	Reso CC-0403-019						
79	a) Minor (Local Streets)	Reso CC-0403-019	varies		$113			n/a
80	b) Major (Arterial Streets)	Reso CC-0403-019	varies		$450			n/a
81								
82	Vacation / Easement Processing	Reso CC-0403-019		$1,000		$2,500		$1,500
83	Street / Alley Vacation	Reso CC-0403-019		$2,000		$2,500		$500
84	Easement	Reso CC-0403-019						
85								
86	**Parking Permit District Fees**	Reso CC-1003-018						
87	Parking Permit District Application Fee	Reso CC-1003-018						
88	a) Driveway Parking Permit District	Reso CC-1003-018	$534		$534		no change	
89	b) Preferential or Overnight Parking Permit District	Reso CC-1003-018	$819		$819		no change	
90	Parking Permit Issuance Fee	Reso CC-1003-018						
91	a) Driveway Parking Permit (per year)	Reso CC-1003-018	$38		$38		no change	
92	b) Preferential or Overnight Parking Permit	Reso CC-1003-018						
93	i) One Permit per Household (per year)	Reso CC-1003-018	$38		$38		no change	
94	ii) Two Permits per Household (per year)	Reso CC-1003-018	$40		$40		no change	
95	Issuance of Replacement Permit or Second Permit	Reso CC-1003-018	$8		$8		no change	
96	Violation Fee (per violation)	Reso CC-1003-018	$45		$45		no change	
97								
98	**Franchise Review Fee**	Reso CC-9203-16						
99	Franchise Review Fee	Reso CC-9203-16		$5,000		$5,000		no change
100								
101	**Other**	Reso CC-0403-019						

City of Lawndale
Engineering and Encroachment Permit Fees
July 1, 2021

Line #	Description	Authority for Existing Rate	Current Fee	Current Deposit	Proposed Fee	Proposed Deposit	Proposed Fee Increase	Proposed Deposit Increase
102	Time Extension	Reso CC-0403-019	n/a		$150		$150	
103	Excess Plan Review (more than 3 reviews) (per hour)	Reso CC-0403-019		n/a		See hourly billing rate schedule		new
104	Excess Inspections / Missed Inspection (each)	Reso CC-0403-019	n/a		$150		$150	
105	Other Services Provided	Reso CC-0403-019	n/a		See hourly billing rate schedule		n/a	

City of Lawndale
AB 939 Fee
July 1, 2021

Line #	Description	Authority for Existing Rate	Current Rate	Proposed Rate	Proposed Increase
1	AB 939 Fee	Reso CC-1201-010	12% of gross receipts	12% of gross receipts	no change

City of Lawndale
Fireworks Stand Permit Fee
July 1, 2021

Line #	Description	Authority for Existing Rate	Current Fee	Proposed Fee	Proposed Increase
1	*Fireworks Stand Permit Fee*	*Reso CC-9512-117*	*$150*	*$300*	*$150*

City of Lawndale
False Alarm Response Fees
July 1, 2021

Line #	Description	Authority for Existing Rate	Current Fee	Proposed Fee	Proposed Increase
1	**False Alarm Response**	Reso CC-1303-014			
2	False Alarm Response	Reso CC-1303-014			
3	a) First Response	Reso CC-1303-014	no charge	no charge	no change
4	b) Second Response	Reso CC-1303-014	no charge	no charge	no change
5	c) Third Response	Reso CC-1303-014	no charge	$100	$100
6	d) Each Additional Response	Reso CC-1303-014	$90	$125	$35

City of Lawndale
Parking Permit Fees
July 1, 2021

Line #	Description	Authority for Existing Rate	Current Fee	Proposed Fee	Proposed Increase
1	*Parking Permits*				
2	*Parking Permit*				
3	*a) Recreational Vehicle Parking Permit*	*Reso CC-1710-052*	*$16*	*$30*	*$14*
4	*b) Trailer and Oversized Vehicle Parking Permit*	*Reso CC-0905-032*	*$5*	*$30*	*$25*
5	*c) Replacement of Parking Permit*	*Reso CC-1710-052*	*$6*	*$30*	*$24*

City of Lawndale
Planning and Entitlement Fees
July 1, 2021

Line #	Description	Authority for Existing Rate	Current Fixed Fee	Current Deposit	Proposed Fixed Fee	Proposed Deposit	Proposed Fee Increase	Proposed Deposit Increase
1	**Appeals**	Reso CC-1712-059						
2	Appeal to Planning Commission	Reso CC-1712-059		$2,263		$2,500		$237
3	Appeal to City Council	Reso CC-1712-059		$2,263		$2,500		$237
4								
5	**CEQA / Environmental Review**	Reso CC-1712-059						
6	Negative Declaration/Mitigated Negative Declaration	Reso CC-1712-059		$4,472		$5,000		$528
7	Environmental Impact Report	Reso CC-1712-059		$7,272		$10,000		$2,728
8								
9	**Condominium / Apartment Conversion Review**	Reso CC-1712-059						
10	Apartment / Condominium Conversion Review	Reso CC-1712-059		$5,063		$10,000		$4,937
11								
12	**Convenants, Conditions, Restrictions (CC&R's)**	Reso CC-1712-059						
13	Covenants, Conditions, Restrictions (CC&Rs)	Reso CC-1712-059		$965		$3,500		$2,535
14								
15	**Design Review**	Reso CC-1712-059						
16	Design Review	Reso CC-1712-059		$1,405		$2,000		$595
17								
18	**Development Permit**	Reso CC-1712-059						
19	Development Permit	Reso CC-1712-059		$4,188		$6,500		$2,312
20								
21	**Extension**	Reso CC-1712-059						
22	Time Extension	Reso CC-1712-059		$2,123		$2,500		$377
23								
24	**General Plan Amendment / Specific Plan Amendment / Zone Chage**	Reso CC-1712-059						
25	General Plan Amendment	Reso CC-1712-059		$6,765		$8,000		$1,235
26	Specific Plan Amendment / Zone Change / Planning Text Amendment	Reso CC-1712-059		$6,765		$8,000		$1,235
27								
28	**Land Use Determination**	Reso CC-1712-059						
29	Land Use Determination	Reso CC-1712-059		$2,543		$3,500		$957
30								
31	**Map Review Fees**	Reso CC-1712-059						
32	Tentative Parcel/Tract Map	Reso CC-1712-059		$3,470		$5,000		$1,530
33	Final Map	Reso CC-1712-059		$2,914		$4,000		$1,086

City of Lawndale
Planning and Entitlement Fees
July 1, 2021

Line #	Description	Authority for Existing Rate	Current Fixed Fee	Current Deposit	Proposed Fixed Fee	Proposed Deposit	Proposed Fee Increase	Proposed Deposit Increase
34	Lot Line Adjustment	Reso CC-1712-059		$1,074		$1,500		$426
35	Lot Merger	Reso CC-1712-059		$1,074		$1,500		$426
36								
37	**Restrictive Use Covenant**	Reso CC-1712-059						
38	Restrictive Use Covenant	Reso CC-1712-059	$843			$1,000	($843)	$1,000
39								
40	**Site Plan Review/Planning Plan Check**	Reso CC-1712-059						
41	Site Plan Review/Planning Plan Check	Reso CC-1712-059		$1,814		$2,500		$686
42								
43	**Special Use Permit**	Reso CC-1712-059						
44	Special Use Permit	Reso CC-1712-059		$5,063		$8,000		$2,937
45								
46	**Variance**	Reso CC-1712-059						
47	Variance	Reso CC-1712-059		$3,276 - $3,683		$5,000		$1,317
48								
49	**Wireless Facilities Plan Review**	Reso CC-1712-059						
50	Administrative/Plan Check Review Wireless	Reso CC-1712-059		$5,452		$2,500		($2,952)
51								
52	Minor Permitting and Reviews (Fixed Fees)	Reso CC-1712-059						
53	Business License Review/App	Reso CC-1712-059	$139		$139		($0)	
54	Director's Determination	Reso CC-1712-059	$294		$465		$171	
55	Flat Work Permit/Inspection	Reso CC-1712-059	$237		$390		$153	
56	Fence Plan/Inspection	Reso CC-1712-059	$324		$420		$96	
57	Minor Development	Reso CC-1712-059	$1,195		$1,875		$680	
58	Covenants of Easements	Reso CC-1712-059	$727		$1,000		$273	
59	Shed Permit	Reso CC-1712-059	$237		$390		$153	
60	Temporary Banner/Sign Review and Inspection	Reso CC-1712-059	$67		$115		$48	
61								
62	**Letters / Reports / Research**	Reso CC-1712-059						
63	Planning Letter	Reso CC-1712-059	$473		$450		($23)	
64	Residential Property Report	Reso CC-1712-059	$205		$240		$35	
65	Zoning Verification Letter Per Property	Reso CC-1712-059	$473		$450		($23)	
66	Research	Reso CC-1712-059	$505		$450		($55)	
67								
68	**Other**	Reso CC-1712-059						
69	Re-Inspection (each, per hour)	Reso CC-1712-059	$140		$154		$14	

City of Lawndale
Planning and Entitlement Fees
July 1, 2021

Line #	Description	Authority for Existing Rate	Current Fixed Fee	Current Deposit	Proposed Fixed Fee	Proposed Deposit	Proposed Fee Increase	Proposed Deposit Increase
70	Expedited Service Request	Reso CC-1712-059	n/a		1.5x standard fee and billing rates		new	
71	Other Services Provided	Reso CC-1712-059	n/a		See hourly billing rate schedule		n/a	

City of Lawndale
Vehicle Release Fees
July 1, 2021

Line #	Description	Authority for Existing Rate	Current Fee	Proposed Fee	Proposed Increase
1	**Vehicle Release**				
2	Vehicle Release Fee	Reso CC-1407-031	$128	$165	$37
3	**Repossessed Vehicle Report Filing Fee**				
4	Repossessed Vehicle Report Filing Fee	CA Government Code 41612	n/a	$15	$15

City of Lawndale
Youth Sports and Day Camp Fees
July 1, 2021

Line #	Description	Authority for Existing Rate	Current Resident	Current Non-Resident	Proposed Resident	Proposed Non-Resident	Proposed Resident Increase	Proposed Non-Resident Increase
1	**YOUTH SPORTS FEES**							
2	Youth Basketball	Reso CC-1709-044	$60	$85	$60	$85	no change	no change
3	Youth Soccer	Reso CC-1709-044	$60	$85	$60	$85	no change	no change
4	Youth Sports Volunteer Coach Discount	CC Mtg. 5/19/2014	50%	50%	50%	50%	no change	no change
5	**SUMMER DAY CAMP FEES**							
6	Summer Day Camp (M - Th)	Reso CC-1709-044	$100	$140	$100	$140	no change	no change
7	Summer Day Camp Field Trips and Transportation	Reso CC-1709-044	Actual Cost of field trip plus $10 Bus Fee	Actual Cost of field trip plus $10 Bus Fee	Actual Cost of field trip plus $10 Bus Fee	Actual Cost of field trip plus $10 Bus Fee	no change	no change
8	**REGISTRATION REFUND PROCESSING FEE**							
9	Registration Refund Processing Fee (applicable fee for sports programs, camp, class, club, excursion fees, etc.)	Reso CC-1302-010	$5	$5	$15	$15	$10	$10

City of Lawndale
Facility Rental Fees
July 1, 2021

Line #	Description	Authority for Existing Rate	Current Rate	Current Deposit	Proposed Rate	Proposed Deposit	Proposed Rate Increase	Proposed Deposit Increase
1	**Community Center Rental**	Reso CC-1205-038						
2	Meeting Room	Reso CC-1205-038						
3	a) Full Room	Reso CC-1205-038	$64	$500	$100	$500	$36	no change
4	b) Half-Room	Reso CC-1205-038	$32	$250	$50	$250	$18	no change
5	Main Event Room	Reso CC-1205-038						
6	a) Full Room	Reso CC-1205-038	$134	$1,000 Security; $500 Alcohol	$200	$1,000 Security; $500 Alcohol	$66	no change
7	b) Half-Room	Reso CC-1205-038	$67	$500 Security; $500 Alcohol	$100	$500 Security; $500 Alcohol	$33	no change
8	*Kitchen Use*	*Reso CC-1205-038*						
9	*a) Partial Use*	*Reso CC-1205-038*	*$100*	*$250*	*$150*	*$250*	*$50*	*no change*
10	*b) Full Use*	*Reso CC-1205-038*	*$200*	*$500*	*$250*	*$500*	*$50*	*no change*
11	**Stage Use**	Reso CC-1205-038	$75	$250	$75	$250	no change	no change
12	**Staffing**	Reso CC-1205-038	$15		$25		$10	no change

City of Lawndale
Facility / Field Rental Fees
July 1, 2021

Line #	Description	Authority for Existing Rate	Current Resident - Non-Profit	Current Resident - Private	Current Non-Resident - Non-Profit	Current Non-Resident - Private	Proposed Resident - Non-Profit	Proposed Resident - Private	Proposed Non-Resident - Non-Profit	Proposed Non-Resident - Private	Proposed Resident - Non-Profit Increase	Proposed Resident - Private Increase	Proposed Non-Resident - Non-Profit Increase	Proposed Non-Resident - Private Increase
1	Gymnasium	Reso CC-1009-051	$15	$20	$25	$30	$30	$40	$50	$60	$15	$20	$25	$30
2	Baseball Fields	Reso CC-1009-051	$10	$15	$20	$25	$30	$40	$50	$60	$20	$25	$30	$35
3	Soccer / Football Fields	Reso CC-1009-051	$10	$15	$20	$25	$30	$40	$50	$60	$20	$25	$30	$35
4	Track	Reso CC-1009-051	$10	$15	$20	$25	$30	$40	$50	$60	$20	$25	$30	$35
5	*Snack Bar*	*Reso CC-1009-051*	*n/a*	*n/a*	*n/a*	*n/a*	*$75*	*$100*	*$125*	*$150*	*$75*	*$100*	*$125*	*$150*
6	Park Community Room	Reso CC-1009-051	$25	$25	$25	$25	$40	$45	$50	$55	$15	$20	$25	$30
7	Show Wagon Mobile Trailer	Reso CC-1009-051	$250	n/a	n/a	n/a	$450	n/a	n/a	n/a	$200	n/a	n/a	n/a

City of Lawndale
Facility Rental Reservation Cancellation Fees
July 1, 2021

Line #	Description	Authority for Existing Rate	Current Fee	Proposed Fee	Proposed Increase
1	Facility/Field Rental Cancellation Fees / Refund Policy	Reso CC-1302-010			
2	Refund Processing Fee (applies to all refunds processed for facility rentals)	Reso CC-1302-010	$5	$15	$10
3	Cancellation Fee				
4	a) Cancellation Notice Received Less than 15 days before rental		n/a	100% of fees due, no refund provided	new
5	b) Cancellation Notice Received 15-30 days before rental		n/a	50% of fees due, 50% refund provided	new
6	c) Cancellation Notice Received 30-days before rental		n/a	0% of fees due, 100% refund provided; processing fee still applies	new

City of Lawndale
Community Garden Fees
July 1, 2021

Line #	Description	Authority for Existing Rate	Current Fee	Current Deposit	Proposed Fee	Proposed Deposit	Proposed Fee Increase	Proposed Deposit Increase
1	**Community Garden**	Reso CC-1009-051						
2	Community Garden	Reso CC-1009-051						
3	a) Lawndale Resident	Reso CC-1009-051						
4	i) Senior	Reso CC-1009-051	$15	$25	$25	$25	$10	$0
5	ii) All Others	Reso CC-1009-051	$25	$25	$35	$25	$10	$0
6	b) Non-Resident	Reso CC-1009-051	$40	$25	$50	$25	$10	$0

City of Lawndale
Block Party Permit Fees
July 1, 2021

Line #	Description	Authority for Existing Rate	Current Fee	Proposed Fee	Proposed Increase
1	**Block Party Permit**	Reso CC-9805-35			
2	Block Party Permit	Reso CC-9805-35			
3	a) Permit Fee	Reso CC-9805-35	varies	$100	n/a
4	b) Special Services Required from City Staff (e.g. on-site support, clean-up, etc.)	Reso CC-9805-35	n/a	Overtime rate - 2 hour minimum	new
5	c) Refundable Deposit for Use of City Equipment or Special Services Required	Reso CC-9805-35	$500	$500	no change

City of Lawndale
Administrative Citations
July 1, 2021

Line #	Description	Authority for Existing Rate	Current Amount	Proposed Amount	Proposed Increase
1	**Administrative Citation**	Reso CC-2009-053			
2	Administrative Citation	Reso CC-2009-053			
3	a) First Violation	Reso CC-2009-053	$100	$100	no change
4	b) Second Violation	Reso CC-2009-053	$250	$250	no change
5	c) Third Violation	Reso CC-2009-053	$500	$500	no change
6	Administrative Citation - Violation of LMC Chapter 8.12 (Fireworks)	Reso CC-2009-053	$1,000	$1,000	no change
7	Late Payment Fee for Administrative Citations	Reso CC-2009-053			
8	a) First Month Late	Reso CC-2009-053	50%	50%	no change
9	b) Each Additional Month Late	Reso CC-2009-053	10%	10%	no change
10	c) Maximum Late Fees	Reso CC-2009-053	100%	100%	no change

City of Lawndale
Cancellation of Citation Linked to Display of Disabled Placard
July 1, 2021

Line #	Description	Authority for Existing Rate	Current Fee	Proposed Fee	Proposed Increase
1	Administrative Fee for Processing Cancellation of Citation Linked to Display of Disabled Placard	Reso CC-0712-083	$25	$25	no change

ATTACHMENT "C"

Daily Breeze
400 Continental Blvd, Suite 600
El Segundo, CA 90245
310-543-6635
Fax: 310-316-6827

(Space below for use of County Clerk Only)

5007750

CITY OF LAWNDALE/CITY CLERK'S OFFICE
ACCOUNTS PAYABLE
14717 BURIN AVE
LAWNDALE, CA 90260

Legal No. **0011451234**

CITY OF LAWNDALE
Notice of Public Hearing

NOTICE IS HEREBY GIVEN that the Lawndale City Council will conduct a public hearing to consider RESOLUTION No. CC-2104-017: Adoption of User and Regulatory Fees (Master Fee Schedule).
All interested parties are encouraged to appear and express concerns on the proposal. If you challenge the nature of the proposed action in court, you may be limited to raising only those issues you or someone else raised at the public hearing described in this notice, or in written correspondence delivered to the City Council at or prior to the public hearing.
The public hearing will be held on April 5, 2021 at 6:30 p.m. in the Lawndale City Hall located at 14717 Burin Ave., Lawndale, California 90260 via WebEx.
For further information regarding this matter, you may contact the City Clerk Department at (310) 973-3200.

Pub Mar 25; Apr 31, 2021
(21) DB (11451234)

PROOF OF PUBLICATION
(2015.5 C.C.P.)

STATE OF CALIFORNIA
County of Los Angeles

I am a citizen of the United States and a resident of the County aforesaid; I am over the age of eighteen years, and not a party to or interested in the above-entitled matter. I am the principal clerk of the printer of THE DAILY BREEZE, a newspaper of general circulation, printed and published in the City of Torrance*, County of Los Angeles, and which newspaper has been adjudged a newspaper of general circulation by the Superior Court of County of Los Angeles, State of California, under the date of June 10, 1974, Case Number SWC7146. The notice, of which the annexed is a printed copy (set in type not smaller than nonpareil), has been published in each regular and entire issue of said newspaper and not in any supplement thereof on the following dates, to wit:

03/25/2021, 03/31/2021

I certify (or declare) under the penalty of perjury that the foregoing is true and correct.

Dated at Torrance, California
On this 1st day of April, 2021.

Pauline Fernandez

Signature

*The Daily Breeze circulation includes the following cities: Carson, Compton, Culver City, El Segundo, Gardena, Harbor City, Hawthorne, Hermosa Beach, Inglewood, Lawndale, Lomita, Long Beach, Manhattan Beach, Palos Verdes Peninsula, Palos Verdes, Rancho Palos Verdes, Rancho Palos Verdes Estates, Redondo Beach, San Pedro, Santa Monica, Torrance and Wilmington.

ATTACHMENT C
Resolution CC-1712-059 Administrative Fees for CDD

RESOLUTION NO. CC-1712-059

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAWNDALE, CALIFORNIA ESTABLISHING THE AMOUNT OF ADMINISTRATIVE FEES PURSUANT TO CHAPTER 3.32 OF THE CITY OF LAWNDALE MUNICIPAL CODE

WHEREAS, the City Council desires to recover all or a portion of the estimated costs of providing services; and

WHEREAS, on December 4, 2017, staff reported that the current fee structure does not recover the cost of services provided and is below the average of fees charged for similar services by adjacent municipalities; and

WHEREAS, Section 3.32.030 of the Lawndale Municipal Code authorizes the City of Lawndale to recover the estimated reasonable costs of providing these services and further provides that the City Council shall establish such fees by resolution; and

WHEREAS, the City Council has reviewed the draft updated fee schedule and finds the proposed fee schedule is consistent with the requirements of state law and the Lawndale Municipal Code; and

WHEREAS, a notice of public hearing for this matter was published in the Daily Breeze on November 23, 2017; and

WHEREAS, a public hearing was held by the City Council at its regular meeting on December 4, 2017, and all interested parties were given an opportunity to be heard regarding this matter.

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

Section 1. The City Council finds and determines that the recitals above are true and correct and incorporated herein by this reference.

Section 2. That, effective February 5, 2018, the administrative fees set forth in Exhibit "A" attached hereto and incorporated herein, are hereby established pursuant to Section 3.32.030 of the Lawndale Municipal Code and the California Government Code Sections 66000 et seq..

Section 3. That the City Council finds and determines that the imposition of fees is not a "project" under the California Environmental Quality Act ("CEQA") as defined in Section 15378(b)(4) of the CEQA Guidelines.

Section 4. The fees established by this Resolution shall supersede all previously established fees for the same service.

Section 5. For the reasons described above, the City Council does hereby further approve the revised fee schedule, attached to this Resolution as Exhibit "A", and incorporated herein by this reference.

PASSED, APPROVED, AND ADOPTED this 4th day of December, 2017.

Robert Pullen-Miles, Mayor

ATTEST:

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

I, Rhonda Hofmann Gorman, 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-1712-059 at a regular meeting of said Council held on the 4th day of December, 2017, by the following roll call vote:

Name	Voting		Present, Not Voting		Absent
	Aye	No	Abstain	Not Participating	
Robert Pullen-Miles, Mayor					X
Daniel Reid, Mayor Pro Tem	X				
James H. Osborne	X				
Pat Kearney	X				
Bernadette Suarez	X				

Rhonda Hofmann Gorman, City Clerk

APPROVED AS TO FORM:

Tiffany J. Israel, City Attorney

Exhibit "A"
Proposed Planning Department Fees

Fee Type	(Current Fee)	Proposed Fee
Special Use Permit - Non Development Project - Development Project	 $1,800 $1,800	 $5,062.75 Deposit N/A
Zone Change/Specific Plan Amendment/Planning Text Amendment	$2,500	$6,764.69 Deposit
General Plan Amendment	$2,000 $400 with Zone Change	$6,764.69 Deposit
Variance	Planning Commission – $1,800	$3,682.86 Deposit
Variance	Director Review – $1,000	$3,276.22 Deposit
Land Use Determination	$265	$2,542.61 Deposit
Tentative Parcel/Tract Map	$2,600	$3,470.11 Deposit
Time Extension	$100	$2,122.61 Deposit
Appeals	$350	$2,262.61 Deposit
Lot Line Adjustment/ Lot Merger	$575	$1,074.48 Deposit

Fee Type	(Current Fee)	Proposed Fee
Final Parcel/Tract Map	$2,000	$2,914.33 Deposit
Environmental Impact Report Review	$2,000 with other entitlements - $400	$7,272.25 Deposit
Negative Declaration/Mitigated Negative Declaration	$600	$4,472.25 Deposit
Administrative/Plan Check Review Wireless	$535 plus $2500 deposit	$5,452.36 Deposit
Development Permit	$2,000 With SUP - $400	$4,187.75 Deposit
Design Review	$200	$1,404.61 Deposit
Apt/Condo Conversion	$2,800	$5,062.75 Deposit
Site Plan Review/Planning Plan Check		
- Residential	$100	$1813.61 Deposit
- Commercial	$200	$1813.61 Deposit
Covenants, Conditions, Restrictions (CC&R's)	N/A	$965 Deposit
Residential Property Report	$80	$205.30 Flat Fee
Flat Work Permit/Inspection	N/A	$236.75 Flat Fee
Fence Plan/Inspection	$30	$324.25 Flat Fee
Temporary Banner/ Sign Review and Inspection	$30	$67.25 Flat Fee
Minor Development	$100	$1,194.61 Flat Fee

Business License Review/App	N/A	$139.04 Flat Fee
Fee Type	**(Current Fee)**	**Proposed Fee**
CD Directors' Determination	N/A	$293.68 Flat Fee
Restrictive Use Covenant	$300	$842.86 Flat Fee
Zoning Verification Letter Per property	N/A	$472.50 Flat Fee
Shed Permit	N/A	$236.75 Flat Fee
Planning Letter	N/A	$472.50 Flat Fee
Research	N/A	$402.50 Flat Fee
Re-Inspection	N/A	$140 Flat Fee

CITY OF LAWNDALE

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

DATE: December 4, 2017

TO: Honorable Mayor and City Council

FROM: Stephen N. Mandoki, City Manager

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

SUBJECT: **CONSIDERATION OF A RESOLUTION TO UPDATE THE PLANNING DEPARTMENT'S FEE SCHEDULE FOR PERMITS, APPLICATIONS AND USER FEES, CITY-WIDE**

BACKGROUND

The City Council previously adopted Resolution No. CC-0103-025 establishing the Fee Schedule for Planning Department's permits and land use fees (See Attachment A). Unfortunately, the Planning Department's current fee schedule has not been updated since 2001. Hence, the Planning Department's current fee schedule is outdated which results in the City subsidizing those fees.

Surveyed Surrounding Cities Fee Schedules

As part of this process for updating the Planning Department's fee schedule, staff surveyed the surrounding cities of cities of Carson, Gardena, Manhattan Beach, Redondo Beach and Torrance to compare their fees to Lawndale's proposed fee schedule. Staff found, of those cities surveyed, their respective planning department fees were the same or higher than Lawndale's proposed fee schedule update. For the City Council's review, staff has enclosed the current fee schedule for the above mentioned cities for review and comparison (See Attachment B, to this staff report).

STAFF REVIEW

Time and Materials Study

California law, prohibits public agencies from charging fees that exceed the actual costs of the services provided. A time and materials study was developed by Community Development staff which resulted in the proposed updated fee schedule. The intent of the newly updated fee schedule is to recoup the actual costs to the City of reviewing and processing land use and development permits. The cost of labor and the depth required to review land use and developments applications has increased substantially since 2001.

A time and materials study was conducted by Planning Department staff during the months of August, September, and October 2017. The time and material study completed by Department staff calculated

an hourly rate for a range of tasks to complete to process various specific land use or development permits.

Newly Proposed Fee Schedule

The newly proposed fee schedule includes flat rate fees and deposit based fees (See Attachment C, Resolution, Exhibit A). Many of the flat rate fees cover mistrial permits; whereas, many of the deposit based fees deal with more complicated discretionary permits such as zone text amendments, special use permits, general plan amendments, and environmental reports. Deposit based fees will result in the applicant getting a refund for any unused funds from processing the permits or will require the applicant to provide additional funds on deposit should the costs to process the project exceed the initial deposit.

LEGAL REVIEW

The City Attorney has reviewed the Resolution adopting the proposed fee study update and has approved it as to form.

ENVIRONMENTAL REVIEW

The adoption of fees is not a "project" under the California Environmental Quality Act ("CEQA") as defined in Section 15378(b)(4) of the CEQA Guidelines.

PUBLIC NOTICING

Notices of a public hearing were posted in three (3) public places and published in the *Daily Breeze* on November 23, 2017, pursuant to the City's public noticing requirements. As of the drafting of this staff report, no comments were received from the public concerning this project.

PLANNING COMMISSION REVIEW

Not required.

FUNDING

There will be no fiscal impact to the City with the adoption of the updated fee schedule. Establishment of the updated fees will reimburse the staffing costs for review of the applications and reduce financial burdens on the City General Fund.

RECOMMENDATION

It is recommended that the City Council take the following actions:

1) Hear the staff presentation on this matter and conduct the public hearing; and
2) Consider adopting the proposed fee schedule for the Planning Department, as contained in the Resolution, Attachment C, of this staff report.

ATTACHMENTS

A. Current Fee Schedule
B. Surveyed Cities Fee Schedules
C. Resolution

ATTACHMENT A

Current Fee Schedule

RESOLUTION NO. CC-0103-025

A RESOLUTION OF THE CITY COUNCIL
OF THE CITY OF LAWNDALE, CALIFORNIA,
ESTABLISHING THE AMOUNT OF ADMINISTRATIVE FEES PURSUANT TO
CHAPTER 3.32 OF THE CITY OF LAWNDALE MUNICIPAL CODE.

WHEREAS, the City Council desires to recover all or a portion of the estimated costs of providing services; and

WHEREAS, on February 5, 2001, staff reported that the current fee structure does not recover the cost of services provided and is below the average of fees charged for similar services by adjacent municipalities; and

WHEREAS, on February 5, 2001, the City Council directed staff to commence appropriate public hearings and resolutions to amend the fees structure of the Community Development Department; and

WHEREAS, Section 3.32.030 of the City of Lawndale Municipal Code authorizes the City of Lawndale to recover the estimated reasonable costs of providing these services and further provides that the City Council shall establish such fees by resolution; and

WHEREAS, notice of public hearing was published in the Lawndale Tribune on March 1, 2001; and

WHEREAS, a public hearing was held on March 19, 2001 and all interested parties were given an opportunity to be heard regarding this matter.

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

SECTION 1. That effective May 21, 2001, the administrative fees set forth in Exhibit "A" attached hereto and incorporated herein, are hereby established pursuant to Section 3.32.030 of the City of Lawndale Municipal Code.

Section 2. The fees established by this Resolution shall supersede all previously established fees for the same service.

PASSED, APPROVED AND ADOPTED this 19th day of March, 2001.

Harold E. Hofmann

Harold E. Hofmann, Mayor

ATTEST:

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

I, Paula Hartwill, City Clerk of the City of Lawndale, California, do hereby certify that the foregoing Resolution No. CC-0103-025 was duly approved and adopted by the City Council of the City of Lawndale at a regular meeting of said Council held on the 19th day of March, 2001, by the following roll call vote:

AYES: Hofmann, McKee, Roth
NOES: None
ABSENT: Rudolph, Rhodes
ABSTAIN: None

Paula Hartwill, City Clerk

APPROVED AS TO FORM:

William W. Wynder, City Attorney

Exhibit "A"
Proposed Community Development Department Fees

Fee Type	(Current Fee)	Proposed Fee
Special Use Permit - Non Development Project - Development Project	 $1,200 Deposit $2,500 Deposit	 $1,800 $1,800
Zone Change/Specific Plan Amendment/Planning Text Amendment	$2,000 Deposit	$2,500
General Plan Amendment	$2,000 Deposit	$2,000 $400 with zone Change
Variance	$2,000 Deposit	Planning Commission – $1,800 Director Review – $1,000
Land Use Determination	$265	$265
Tentative Parcel/Tract Map	$2,000 Deposit	$2,600
Time Extension	$80	$100
Appeals	$300	$350
Lot Line Adjustment/ Lot Merger	$500 deposit	$575
Temporary Banner/ Sign Review and Inspection	$30	$30

Fee Type	(Current Fee)	Proposed Fee
Final Parcel/Tract Map	$2,000 Deposit	$2,000
Environmental Impact Report Review	$2,000 Deposit	$2,000 with other entitlements - $400
Fence Plan Check Inspection	$30	$30
Negative Declaration	*billed per hour	$600
Development Permit	$1,200 Deposit	$2,000 With SUP - $400
Planning Plan Check		
- Residential	$100	$100
- Commercial	$200	$200

ATTACHMENT B

Surveyed Cities Fee Schedules

City of Torrance, Community Development Department Jeffery W. Gibson, Director
3031 Torrance Blvd., Torrance, CA 90503 (310) 618-5990 Fax: (310) 618-5829

Schedule of Fees

PERMIT TYPE	BASE FEE	FEE FOR MULTIPLE FILING	NOTIFICATION FEE*	ENGINEERING MAPPING FEE
Conditional Use Permit (CUP)	$3,418	$1,356	$361	$56
Development Permit (DVP)	$3,262	$1,584	$361	---
Division of Lot (DIV)	$1,628	$813	$361	$73 per lot
Environmental Assessment (EAS)	$3,535	---	$361	---
General Plan Amendment (GPA)	$7,068	$3,267	$477	---
Modification of CUP, PRE, PCR, DVP (MOD)	$2,576	$1,396	$361	---
Planned Development (PUD)	$3,535	$2,603	$361	---
Planning Commission Review (PCR)	$2,123	$1,061	$361	$56
Precise Plan of Development (PRE)	$4,131	$1,156	$361	$56
Tentative Tract Map (DIV)	$2,138	$1,066	$361	$61 per lot
Validation Permit (VAL)	$6,524	---	$361	---
Variance (VAR)	$7,148	$2,385	$477	---
Waiver (WAV)	$2,698	$1,052	---	---
Zone Change (ZON)	$7,068	$2,350	$477	---

*Fee plus actual publication and postage costs.

ADMINISTRATIVE/MISCELLANEOUS PERMITS	FEES
Carnival (EVN)	$187
Fence Height Exception (FEN)	$1,116
Large Family Day Care Permit (LFD)	$555
Minor Development Permit (MDP)	$697
Minor Hillside Exemption (MHE)	$220
Minor Modification of CUP, PRE, PCR, DVP (ADM)	$704
Minor Use Permit (MUP)	$1,119
Non-Residential Trailer (ADM)	$352
Parking Lot Sales / Event Permit / Temporary Tent (EVN)	$235
Special Animal Permit (SAP)	$80
Special Development Permit (SDP)	$0
Time Extension (EXT)	$521
Wireless Telcom Facility (WTC)	$1,223**
Zoning Letter/Rebuild Letter/Title Company Information Requests	$234

**Fee plus actual consulting costs.

Effective: 07/1/17

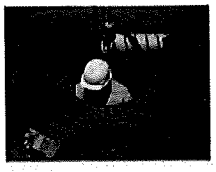
DEVELOPMENT IMPACT FEE

WHAT IS A DEVELOPMENT IMPACT FEE?



On August 30, 2005 the Torrance City Council approved and adopted Phase I of a Development Impact Fee (DIF) Program for transportation, and undergrounding (sewer & storm drain) services. The fees went into effect on October 31,2005. On January 9, 2007 Torrance City Council approved and adopted Phase II of the DIF program for Police and Fire.

Revised fees will be in effect as of July 1, 2017.



FEE CHART

TYPE OF DEVELOPMENT	*FEE*
Single– Family Detached - $ per Unit	exempt
Multi-Family/ Others - $ per Unit	$2,276.23
Commercial / General- $ per 1000 Square Feet	$5,438.75
Commercial Center - $ per 1000 Square Feet	$1,773.61
Industrial / Light - $ per 1000 Square Feet	$1,264.13
Industrial / Heavy - $ per 1000 Square Feet	$1,433.85
Industrial / Business Park - $ per 1000 Square Feet	$1,832.80



FEE



A Development Impact Fee is a *one-time* cost other than a tax or special assessment fee that is charged by a local government agency. The DIF is applied to pay a portion of the costs identified for public facilities used for transportation services, as well as undergrounding of utilities, sewer and storm drain improvements, and Police and Fire facilities.

City of Torrance
Community Development Department

Phone: (310) 618-5990
Fax: (310) 618-5829
Website: www.TorranceCA.gov
http://www.TorranceCA.gov/20866.htm

CITY OF REDONDO BEACH
PLANNING DIVISION

FEES EFFECTIVE 8/01/2017

APPLICATION TYPE	FEE
ADMINISTRATIVE DESIGN REVIEW	
2 and 3 Unit Multi-Family Residential & Condominium Projects	$1,889 plus $567 per unit
Overlap Parking	$943
Single-Family additions, commercial remodels, signs	No fee
Non-Residential Under 10,000 Sq. Ft. Floor Area	$4,437
Non-Residential Over 10,000 Sq. Ft. Floor Area	$11,156
CONDITIONAL USE PERMIT	
All uses except Multi-Family Residential	$2,643
4 or more unit Multi-Family Residential & Condominium Projects	$2,643 plus $1,106 per unit
Condominium Conversion	$2,643 plus $1,106 per unit
Wireless Telecommunications Facilities	$2,643 plus supplemental application
Wireless Supplemental Application	$1,099
SUBDIVISIONS	
Parcel Map	$1,325
Tract Map	$2,050
Lot Line Adjustment	$1,325
ADMINISTRATIVE USE PERMIT	
Personal Improvement Services 1,001 - 2,000 square feet of floor area	$1,325
MODIFICATION	$758
VARIANCE	$2,643

	MASSAGE BUSINESS LOCATION	$235
	ENTERTAINMENT PERMIT	
	Level I	$305
	Level II	$663
	Renewal Level I and Level II	$169
	TEMPORARY USE PERMIT	$190
	ZONING VERIFICATION LETTER	$190
	TEMPORARY BANNER PERMIT – Private Property	$57
	FIELD RE-INSPECTION FEE (PLANNING)	$190
	DEVELOPMENT AGREEMENT	Actual Cost
	PLAN CHECK FEES	
	New Development **	$602
	Additions of Floor Area to Existing Development **	$198
	Structures other than buildings *(i.e. fences, walls, signs, a/c unit, material change)*	$95
	General Plan Maintenance and Implementation Fee	$1.42 per $1,000 valuation (to be paid at time of permit issuance)
	PUBLICATIONS:	
	Zoning Ordinance	$0.12 per page
	General Plan	$45
	General Plan Appendix	$13
	Harbor/Civic Center Specific Plan	$13
	Land Use Elements *(contains map)*	$10
	Zoning Map	Available at www.redondo.org

FEES INCLUDE ALL HEARING, NOTICING AND MAILING COSTS

City of Gardena
Fee Schedule by Department

Adopted by Resolution 6215 & 6293

	Department	Fee Categories[1] & Unit/Time	Current Fees (effective as of November 15, 2017)
1	All Departments - General	Documents - Faxed Per Page	$0.15
2	All Departments - General	Documents - Mailed Special	Actual Cost
3	All Departments - General	Documents - Mailed Standard	Actual Cost
4	All Departments - General	Duplication - Audio/Visual per CD, DVD, PRA	$20.00
5	All Departments - General	Duplication - 911 Calls	$50.00
6	All Departments - General	Duplication - Tape & Video per CD/DVD	$50.00
7	All Departments - General	Outside Reproduction - Misc	Actual Cost
8	All Departments - General	Photocopies Per Page - Color, 8.5 x 11	$0.20
9	All Departments - General	Photocopies Per Page - Special Paper	$0.20
10	All Departments - General	Photocopies Per Page - Standard, 8.5 x 11	$0.15
11	All Departments - General	Scanning Fee - 11 x 17, 22 x 34 B/W, Color	$0.95
12	All Departments - General	Scanning Fee - 24 x 34 - 36, 36 x 48 B/W	$1.65
13	All Departments - General	Scanning Fee - 24 x 34 - 36, 36 x 48 Color	$3.00
14	All Departments - General	Scanning Fee - 8 1/2 x 11 B/W	$0.10
15	All Departments - General	Scanning Fee - 8 1/2 x 11 Color	$0.25
16	All Departments - General	Scanning Fee - Admin	$10.00
17	All Departments - General	Scanning Fee - Bigger than 36 x 48, B/W	$1.90
18	All Departments - General	Scanning Fee - Certified Plans	$6.00
19	All Departments - General	Scanning Fee - Duplicate CD Disk	$15.00
20	All Departments - General	Scanning Fee - Microfiche 16mm	$0.25
21	All Departments - General	Scanning Fee - Microfiche 35mm	$0.50
22	All Departments - General	Scanning Fee - Special Scanning	Actual Cost
23	Animal Control	Animal License - Altered Cat	$5.00
24	Animal Control	Animal License - Altered Dog	$20.00
25	Animal Control	Animal License - Penalty Fee	Same as License Fee
26	Animal Control	Animal License - Altered Cat, Senior Rate[6]	$0.00
27	Animal Control	Animal License - Altered Dog, Senior Rate[6]	$7.50
28	Animal Control	Animal License - Field Enforecement Fee	$40.00
29	Animal Control	Animal License - Special Pet Permit	$25.00
30	Animal Control	Animal License - Un-Altered Cat	$10.00
31	Animal Control	Animal License - Un-Altered Dog	$60.00
32	Animal Control	Animal License - Military Veterans w/ Disabilities (Altered Dog)	$0.00
33	City Clerk	Document Certification	$32.00
34	City Clerk	Document Copy - City Council Minutes (Annual - All Meetings)	$24.00
35	City Clerk	Document Copy - Microfilm Records	$19.00
36	City Clerk	Lobbyist - Late Fee (Penalty)	$24.00
37	City Clerk	Lobbyist - Registration Statement/Amended Registration Statement/Annual Report Filing Fee	$24.00
38	City Clerk	Lobbyist Employer, Lobbying Firm - Late Fee (Penalty)	$33.00
39	City Clerk	Lobbyist Employer, Lobbying Firm - Registration Statement/Amended Registration Statement/Annual Report Filing Fee	$33.00
40	City Clerk	Notary Services	$15.00
41	City Clerk	Other Services (not listed on fee schedule)	At Cost
42	City Treasurer	Non-Sufficient Funds Check Fee	1st is $25/ Subsequent is $35 per Occurrence
43	City Treasurer	Credit Card Transaction Fee	At Cost (Currently $0.01 - $200 @ $2.75, $200 and up @ 2.40%)
44	General Services - CD	Addt'l Square Footage Plan Check - Administration Fee	$129.00
45	General Services - CD	Affidavid for Duplication of Plans	$150.00
46	General Services - CD	Appeal of CD Director Decisions to Planning Commission	$755.00

City of Gardena
Fee Schedule by Department
Adopted by Resolution 6215 & 6293

	Department	Fee Categories[1] & Unit/Time	Current Fees (effective as of November 15, 2017)
87	General Services - CD	Electrical Permit - Misc Level 1	$39.00
88	General Services - CD	Electrical Permit - Misc Level 2	$58.00
89	General Services - CD	Electrical Permit - Misc Level 3 (Hourly Rate[2])	$72 / Hour
	General Services - CD	**Electrical Permit - Motors**	
90	General Services - CD	~up to 5 HP	$19.00
91	General Services - CD	~5.1 HP - 20 HP	$19.00
92	General Services - CD	~20.1 HP - 50 HP	$39.00
93	General Services - CD	~50.1 HP - 100 HP	$58.00
94	General Services - CD	~Over 100 HP	$116.00
95	General Services - CD	Electrical Permit - Plan Check Fee (Hourly Rate[2])	$82 / Hour
96	General Services - CD	Electrical Permit - Plan Check Fee	85% of Electrical Permit
97	General Services - CD	Electrical Permit - Receptacles/Switches/Outlets (5 or less)	$4.80
98	General Services - CD	Electrical Permit - Receptacles/Switches/Outlets (Each Addt'l)	$2.50
	General Services - CD	**Electrical Permit - Service**	
99	General Services - CD	~up to 200 A	$36.00
100	General Services - CD	~201-400 A	$54.00
101	General Services - CD	~401-1,200 A	$72.00
102	General Services - CD	~Over 1200 A	$108.00
103	General Services - CD	~Each Addt'l Meter Over One	$11.00
104	General Services - CD	~Panel Boards - New or Additional	$36.00
105	General Services - CD	~Temp Service	$72.00
	General Services - CD	**Electrical Permit - Sign**	
106	General Services - CD	~Alternating Signs or Sign Wiring	$36.00
107	General Services - CD	~Each Additional Transformer or Ballast Over One	$12.00
108	General Services - CD	~Sign	$36.00
109	General Services - CD	~Time Clock	$12.00
	General Services - CD	**Electrical Permit - Solar Panels**	
110	General Services - CD	~Residential - 15kW or less	$77.00
111	General Services - CD	~Residential - More than 15kW	$77 + $15 per kW above 15kW
112	General Services - CD	~Commercial - 50kW or less	$77.00
113	General Services - CD	~Commercial - 50kW - 250kW	$77 + $7 per kW above 50kW
114	General Services - CD	~Commercial - More than 250kW	$1,477 + $5 per kW above 250kW
115	General Services - CD	Electrical Permit - Temporary Power Pole (per pole)	$36.00
116	General Services - CD	Electrical Permit - Violation	Same as Electrical Permit Issuance Fee
117	General Services - CD	Energy Plan Check - Level 1 (5 forms or less)	15% of the original permit fee
118	General Services - CD	Energy Plan Check - Level 2 (more than 5 forms)	20% of the original permit fee
119	General Services - CD	Expired/Renewal Permit	Same as Original Permit Fee
121	General Services - CD	Job Fee	$1 per $1,000 of the total of building contract
122	General Services - CD	Home Occupation Permit	$75.00
123	General Services - CD	Map Duplication 11 x 17	$19.00
124	General Services - CD	Map Duplication 24 x 36	$46.00
125	General Services - CD	Map Duplication 8 1/2 x 11	$14.00
126	General Services - CD	Mechanical Permit - Air Handling Units	$26.00
127	General Services - CD	Mechanical Permit - Appliance Vent	$26.00

City of Gardena
Fee Schedule by Department
Adopted by Resolution 6215 & 6293

	Department	Fee Categories[1] & Unit/Time	Current Fees (effective as of November 15, 2017)
173	General Services - CD	Plumbing Permit - Violation	Same as Plumbing Permit Issuance Fee
174	General Services - CD	Plumbing Permit - Water system	$24.00
175	General Services - CD	Plumbing Plan Check Fee	85% of Plumbing Permit
176	General Services - CD	Property Entitlement Research (Non-PRA)	$77.00
177	General Services - CD	Public Noticing	$350.00
178	General Services - CD	Real Property Address Change (Residential)	$168.00
179	General Services - CD	Real Property Address Change (Non-Residential)	$235.00
180	General Services - CD	Request for Copy of Building Records	$103.00
181	General Services - CD	Residential Impact Fee Analysis	Actual Cost
182	General Services - CD	Restriping Parking Lots	$214.00
	General Services - CD	**SB 1473 - CA Building Standards**	
183	General Services - CD	~$1 - $25,000 Valuation	$1.00
184	General Services - CD	~$25,001 - $50,000	$2.00
185	General Services - CD	~$50,001 - $75,000	$3.00
186	General Services - CD	~$75,001 - $100,000	$4.00
187	General Services - CD	~Every $25,000 or Fraction Thereof Above $100,000	$1.00
	General Services - CD	**SMIP**	
188	General Services - CD	~Commercial	Valuation x 0.00028%
189	General Services - CD	~Residential	Valuation x 0.00013%
190	General Services - CD	Special Inspection/Re-Inspection - 4 hrs min (Hourly Rate[2])	$82 / Hour
191	General Services - CD	Temporary Banner Permit	$36.00
192	General Services - CD	Truth In Sales - Interior	$96.00
193	General Services - CD	Zoning Verification Letter	$57.00
194	General Services - Public Works	Access Cover	$203.00
195	General Services - Public Works	Curb/Gutter - 0 - 50 Linear Ft	$203.00
196	General Services - Public Works	Curb/Gutter - Each Addt'l 50 Linear Ft	$33.00
197	General Services - Public Works	Driveway	$203.00
198	General Services - Public Works	Dumpster/Moving Container in Street (Per Week)	$110.00
199	General Services - Public Works	Hydro - Punch Drill	$203.00
200	General Services - Public Works	Misc - Non-Research (Hourly Rate[2]) - Associate Engineer	$89.00
201	General Services - Public Works	Misc - Non-Research (Hourly Rate[2]) - Engineering Aide	$64.00
202	General Services - Public Works	Misc - Non-Research (Hourly Rate[2]) - Engineering Tech	$72.00
203	General Services - Public Works	Misc - Project Research (Hourly Rate[2])	$100.00
204	General Services - Public Works	Monitoring Well Permit	$203.00
205	General Services - Public Works	Newsrack Tag Duplication	$22.00
206	General Services - Public Works	Newsracks - Each Addt'l Inspection	$33.00
207	General Services - Public Works	Newsracks - Initial Inspection	$55.00
208	General Services - Public Works	Oversize Load Permit - Annual	$90.00
209	General Services - Public Works	Oversize Load Permit - Single Trip	$16.00
210	General Services - Public Works	Pavement - 0 - 1,500 sq ft	$203.00
211	General Services - Public Works	Pavement - Each Addt'l 1500 sq ft.	$44.00
212	General Services - Public Works	Permit to Remove/Trim Trees/Shrubs/Plants	$165.00
213	General Services - Public Works	Plan Check (Hourly Rate[2])	$95 / Hour
214	General Services - Public Works	Planting Trees	$100.00
215	General Services - Public Works	Registration of Newsrack	$51.00
216	General Services - Public Works	Separate Pour Inspection	$165.00
217	General Services - Public Works	Sewer Connection	$203.00
218	General Services - Public Works	Sewer Lateral	$220.00
219	General Services - Public Works	Shopping Carts - Admin	$70.00
220	General Services - Public Works	Sidewalk-Base 0 - 100 sq ft	$203.00
221	General Services - Public Works	Sidewalk-Base - Each Addt'l 100 sq ft	$33.00

City of Gardena
Fee Schedule by Department
Adopted by Resolution 6215 & 6293

	Department	Fee Categories[1] & Unit/Time	Current Fees (effective as of November 15, 2017)
266	Multi-Department	Junk Dealer Permit	$698.00
267	Multi-Department	Kennel Permit	$200.00
268	Multi-Department	Lot Line Adjustment Parcel Map / Merger	$976.00
269	Multi-Department	Massage - Certificate of Operation	$0.00
270	Multi-Department	Massage - Certificate of Operation - Appeal to CM (Denial)	$523.00
271	Multi-Department	Massage - Certificate of Operation - Appeal to CM (Revocation)	$598.00
272	Multi-Department	Massage - Operator Permit - Appeal to CM (Denial)	$523.00
273	Multi-Department	Massage - Operator Permit - Appeal to CM (Revocation)	$598.00
274	Multi-Department	Massage - Work Permit - Appeal to CM (Denial)	$523.00
275	Multi-Department	Massage - Work Permit - Appeal to CM (Revocation)	$598.00
276	Multi-Department	Massage Establishment Permit	$725.00
277	Multi-Department	Minor Variance Permit/Administrative Adjustment	$1,196.00
278	Multi-Department	Non-Profit Solicitation Permit	$75.00
279	Multi-Department	Pawnbroker Permit	$563.00
280	Multi-Department	Peddler Permit	$401.00
281	Multi-Department	Playground - Private Permit	$598.00
282	Multi-Department	Pre-submittal Review[3]	$590.00
283	Multi-Department	Secondhand Dealer Permit	$563.00
284	Multi-Department	Shooting Gallery Permit	$714.00
285	Multi-Department	Shooting Gallery Permit - Renewal (Admin Approval)	$358.00
286	Multi-Department	Similar Use Determination	$2,769.00
287	Multi-Department	Site Plan Review (Admin Approval)	$1,873.00
288	Multi-Department	Temporary Certificate of Occupancy	$628.00
289	Multi-Department	Temporary No Parking Sign	$60 per 300 ft
290	Multi-Department	Temporary Use Permit	$749.00
291	Multi-Department	Truth In Sales - Exterior	$315.00
292	Multi-Department	Zone Change, Ordinance / General Plan Amendment	$4,235.00
293	Police Department	Alarm Permit	$40.00
294	Police Department	Alarm Permit - Late Fee (Penalty)	$33.00
295	Police Department	Arrest Summary Letter	$23.00
296	Police Department	Auction House Employee Permit	$330.00
297	Police Department	Boxing/Wrestling Permit	$436.00
298	Police Department	Civil Subpoena - Fee	$15.00
299	Police Department	Civil Subpoena - Clerical Costs	$24/hr
300	Police Department	Civil Subpoena - Copies for 8.5x14 or smaller	$0.10
301	Police Department	Clearance Letter	$23.00
302	Police Department	Crime Report	$23.00
303	Police Department	Duplication - Photo print-out (each)	$8.00
304	Police Department	Fingerprinting/ID	$25.00
305	Police Department	Firearms Storage Fee	$12/month
306	Police Department	Massage - Operator Permit - CAMTC Certified	$182.00
307	Police Department	Massage - Operator Permit - Non-CAMTC Certified	$334.00
308	Police Department	Massage - Operator Permit Renewal - CAMTC Certified	$0.00
309	Police Department	Massage - Operator Permit Renewal - Non-CAMTC Certified	$227.00
310	Police Department	Massage - Work Permit - CAMTC Certified	$182.00
311	Police Department	Massage - Work Permit - Non-CAMTC Certified	$334.00
312	Police Department	Massage - Work Permit Renewal - CAMTC Certified	$0.00
313	Police Department	Massage - Work Permit Renewal - Non-CAMTC Certified	$227.00
314	Police Department	Repossession Fees	$15.00
315	Police Department	Research Hourly Fee (for special report)	At Cost
316	Police Department	Sealing/Expungement Fee	$50.00

City of Gardena
Facility Rental Fee Schedule
Adopted by Resolution 6215 & 6293

	Department/Division	Fee Categories[1] & Unit/Time	Current Fees
1	Multi- Department - Facility Rental	Other Facilities Otherwise Not Listed (Resident and Non-Resident) (4 hours)	$270.00
2	Multi- Department - Facility Rental	Facility Rental Support (IT & Security)	At Cost
3	Multi- Department - Facility Rental	Commercial - City Facilities[2]	$750 Minimum
4	Recreation - Facility Rental	Non-Resident - Auditorium - Nakaoka (Entire Area) - Private Rental (4 hours)	$240.00
5	Recreation - Facility Rental	Non-Resident - Auditorium - Rowley or 1/2 Nakaoka (one section only) - Private Rental (4 hours)	$210.00
6	Recreation - Facility Rental	Non-Resident - Baseball Diamond - Private Rental (4 hours)	$240.00
7	Recreation - Facility Rental	Non-Resident - Gymnasium (Rowley/Rush) - Private Rental (4 hours)	$240.00
8	Recreation - Facility Rental	Non-Resident - Picnic Shelters - Private Rental (4 hours)	$75.00
9	Recreation - Facility Rental	Non-Resident - Primm Pool - Private Rental (3 hours)	$270.00
10	Recreation - Facility Rental	Non-Resident - Room Rentals - Private Rentals (4 hours)	$100.00
11	Recreation - Facility Rental	Non-Resident - Sports Field - Private Rental (4 hours)	$210.00
12	Recreation - Facility Rental	Non-Resident - Tennis Courts - Private Rental (2 courts)	$240.00
13	Recreation - Facility Rental	Resident - Auditorium - Nakaoka (Entire Area) - Private Rental (4 hours)	$200.00
14	Recreation - Facility Rental	Resident - Auditorium - Rowley or 1/2 Nakaoka (one section only) - Private Rental (4 hours)	$175.00
15	Recreation - Facility Rental	Resident - Baseball Diamond - Private Rental (4 hours)	$200.00
16	Recreation - Facility Rental	Resident - Gymnasium (Rowley/Rush) - Private Rental (4 hours)	$200.00
17	Recreation - Facility Rental	Resident - Picnic Shelters - Private Rental (4 hours)	$30.00
18	Recreation - Facility Rental	Resident - Primm Pool - Private Rental (3 hours)	$225.00
19	Recreation - Facility Rental	Resident - Room Rentals - Private Rentals (4 hours)	$50.00
20	Recreation - Facility Rental	Resident - Sports Field - Private Rental (4 hours)	$175.00
21	Recreation - Facility Rental	Resident - Tennis Courts - Private Rental (2 courts)	$200.00

[1] *Applicant required to pay all fees applicable to outside agencies, LA County, and any additional fee required by law*

[2] *Additional fees based on scope*

RESOLUTION NO. 17-001

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CARSON, CALIFORNIA, ESTABLISHING NEW FEES AND CHARGES FOR GOODS AND SERVICES PROVIDED BY THE CITY OF CARSON AND AMENDING THE COMPREHENSIVE SCHEDULE OF FEES ADOPTED BY RESOLUTION NO. 16-065.

WHEREAS, on June 21, 2016 following a public hearing, the City Council adopted Resolution No. 16-065 amending the City's Schedule of Fees; and

WHEREAS, as part of the annual budget process all departments review the existing fees and charges to determine if changes to the Comprehensive Schedule of Fees are recommended; and

WHEREAS, City staff has recommended the fee increases indicated in this Resolution (the "proposed fee schedule"); and

WHEREAS, City staff analyzed the costs of providing certain City services, including any materials related thereto, within the "Documentation of Costs Supporting Fee Increases," attached hereto and incorporated herein by this reference as Exhibit "A"; and

WHEREAS, on January 19, 2017, and January 26, 2017, a notice of the public hearing to be held on February 7, 2017, regarding the proposed fee increases was published in *Our Weekly*; and

WHEREAS, all interested parties that requested notice of the proposed fee increases were notified, in writing, ten days prior to the public hearing to be held on February 7, 2017, regarding the same; and

WHEREAS, at least ten days prior to the February 7, 2017, public hearing, the City made available to the public data indicating the amount of the cost, or estimated cost, required to provide the service for which the fee or service charge is levied and the revenue sources anticipated to provide the service, including General Fund revenues; and

WHEREAS, on February 7, 2017, the City Council held a duly noticed public hearing at which oral and written testimony was received and considered; and

WHEREAS, the City Council now desires to adopt the proposed fee schedule, which amends the fee schedule adopted pursuant to Resolution No. 16-065.

THE CITY COUNCIL OF THE CITY OF CARSON HEREBY FINDS, RESOLVES AND ORDERS AS FOLLOWS:

Section 1. The above recitals are true and correct and incorporated fully herein.

IV. FINANCE

		FEE
A.	FINANCE DIVISION	
1.	Comprehensive Annual Financial Report (CAFR)	$ 35.00
2.	Adopted Budget	$ 50.00
B.	INFORMATION SERVICES DIVISION	
1.	Maps	
a.	Stock Maps - Regular Bond (8.5" x 11") B & W	$ 1.00
b.	Stock Maps - Regular Bond (11" x 17") B & W	$ 1.50
c.	Stock Maps - Regular Bond (8.5" x 11") Color	$ 1.50
d.	Stock Maps - Regular Bond (11" x 17") Color	$ 2.50
e.	Stock Maps - Regular Bond (24" x 36") Color	$ 4.50
f.	Stock Maps - Regular Bond (36" x 48") Color	$ 8.00
g.	Stock Maps - Glossy Paper (8.5" x 11") Color	$ 2.00
h.	Stock Maps - Glossy Paper (11" x 17") Color	$ 4.00
i.	Stock Maps - Glossy Paper (24" x 36") Color	$ 7.00
j.	Stock Maps - Glossy Paper (36" x 48") Color	$ 13.00
k.	Custom Maps Data	$ 55.00 per hour
C.	REVENUE DIVISION	
1.	Business License Listing	
a.	All businesses	
	1. Hard Copy	$ 30.00 plus tax
	2. Mailing Labels	$ 65.00 plus tax
	3. Electronic Transmission	$ 20.00
b.	In-city Businesses Only	
	1. Hard Copy	$ 25.00 plus tax
	2. Mailing Labels	$ 60.00 plus tax
	3. 3. Electronic Transmission	$ 15.00
c.	Monthly New Business Lists and Special Reports by Business Classifications. (Includes up to 2 classifications and 30 min. setup)	
	1. Hard Copy	$ 15.00 for first page - $1.00 per additional Page, plus tax
	2. Mailing Labels	$ 15.00 for first page - $2.00 per additional page, plus tax
	3.	
	4. 3. Electronic Transmission	$ 10.00
2.	Processing Fee	
a.	Determination of Public Convenience or Necessity	$100.00
b.	Out of City and Other Business Types Not Required to Pay Application Fee	$ 25.00
3.	Returned Check Charge plus Amount of Original Check	$ 25.00 first - $35.00 for each subsequent check from same payee
4.	Appeal Fee	$ 100.00
5.	Parking Permit Fee	$ 22.00 per address plus $5.00 per parking decal, plus $5.00 per

	f. Industrial Uses	$ 6,000.00 deposit
	g. Oil Wells	$ 6,000.00 deposit plus pass-thru of third-party professional services
	h. Other Uses	$ 6,000.00 deposit
6.	Variance	$ 4,000.00 deposit
7.	Site Plan and Design Overlay Review (DOR)	
	a. DOR - No Public Hearing/Administrative Only	$ 350.00
	b. Public Hearing (Planning Commission)	$10,000.00 deposit
	c. Public Hearing (Residential 1-2 Units)	$ 500.00
8.	Extension of Time	
	a. Discretionary Permits	$ 2,500.00
	b. Non-Conforming Privilege	$ 6,000.00
9.	Environmental	
	a. Environmental Impact Report, Initial Study, Negative Declaration, Mitigated Negative Declaration	Actual Cost (calculated as staff time multiplied by wage & benefit rate, plus City's out-of-pocket costs including third-party consultants)
10.	Tentative Tract Map (original, revised or vesting)	$22,000.00 deposit (L.A. County) plus $15,000.00 deposit (City)
11.	Tentative Parcel Map (original, revised or vesting)	$18,000.00 deposit (L.A. County) plus $15,000.00 deposit (City)
12.	Development Agreement	$20,000.00 deposit
	a. Development Agreement (Oil Wells)	$20,000.00 deposit plus pass-thru of third party professional services
13.	Lot Line Adjustment	$ 1,000.00
14.	Mobile Home Relocation Impact Report/Extension	
	a. Application Processing	$ 7,500.00 plus $100.00 per unit
	b. Extension of Time	$ 1,000.00
	c. Modification	$ 2,000.00 plus $100.00 per unit
15.	Relocation Review	$ 4,500.00 deposit
16.	Certificate of Compliance Review	$ 500.00
17.	Parcel Merger Review	$ 1,000.00
18.	Bond Processing/Release	$ 150.00
19.	Appeal	$ 500.00 or half of the original filing fee not to exceed $2,500.00, whichever is greater
20.	Modification of Conditions of Discretionary Permit – Minor (no public hearing)	$ 1,500.00 deposit
21.	Modification of Conditions of Discretionary Permit - Major (public hearing)	Original filing fee not to exceed $ 2,500.00
22.	Interpretation of Zoning Ordinance	$ 4,100.00 deposit
23.	Minor Research/Zoning Compliance Letter	$ 75.00 each (one hour maximum)
24.	Major Research/Zoning Compliance Letter (reproduction costs not included)	$ 1,700.00 deposit

25.	Temporary Use Permits (sidewalk, parking lot & tent sales)	$ 50.00
26.	Permit (streamers, banners, pennants & similar displays)	$ 50.00
27.	Pre-Application Review	$ 150.00
	a. Single Family Units	$ 150.00
	b. All Others	$ 1,500.00 deposit

		party consultants).
7.	Street Vacations	$ 1,200.00 plus publication cost
8.	Refuse Receptacle Permit	$ 100.00
9.	NPDES Inspection and Re-Inspection Fee (National Pollutant Discharge Elimination System)	
a.	Industrial	$ 124.00 per Inspection
b.	Auto-Related	$ 117.00 per Inspection
c.	Retail Gas Outlet	$ 117.00 per Inspection
d.	Restaurant	$ 65.00 per Inspection
e.	Nursery	$ 120.00 per Inspection

VII. COMMUNITY SERVICES (Definitions of Fee Rates and Group Categories listed below)

A. COMMUNITY CENTER

FEE

NP=Nonprofit Res=Resident	Morning or Afternoon 8 am-12 pm (4 hrs.) 12 pm-4 pm (4 hrs.)			All Day Rate 8 am - 4 pm			Evening 6 pm - 12 am			Overtime Per Hour.
1. Room Rental Rates										
a. Community Hall	Full	NP	Res	Full	NP	Res	Full	NP	Res	
1. Entire Room	800	560	400	975	683	488	1,200	840	600	400
2. A&B or B&C	675	473	338	800	560	400	950	665	475	350
3. A or C	550	385	275	650	455	325	750	525	375	350
4. B only	600	420	300	750	525	375	850	595	425	350
5. Patio Area	300	210	150	300	210	150	350	245	175	350
6. Dressing Rm	250	175	125	275	193	138	275	193	138	350
7. Atrium	300	210	150	350	245	175	400	280	200	350
b. West Wing										
1. Lounge	575	403	288	650	455	325	700	490	350	350
2. Multi-Purpose Rm 111	175	123	88	200	140	100	250	175	125	350
3. 107 ABC	250	175	125	275	193	138	350	245	175	350
4. 107 AB or BC	200	140	100	225	158	113	250	175	125	350
5. 107 A, B or C	150	105	75	175	123	88	200	140	100	350
6. Patio Area	150	105	75	175	123	88	200	140	100	350
c. Second Floor										
1. Exec Conf. Rm 212	150	105	75	200	140	100	225	158	113	350
2. 209 AB	150	105	75	175	123	88	225	158	113	350
3. 209A or 209B only	100	70	50	125	88	63	175	123	88	350
4. Rm 206	125	88	63	150	105	75	200	140	100	350
5. Dance Rm	225	158	113	275	193	138	325	228	163	350
d. East Wing										
1. Carson and	650	455	325	750	525	375	950	665	475	350

actual costs exceeding the rental rate; calculated as actual staff time multiplied by the rate of wages and benefits, plus the City's out-of-pocket costs.
Flat Rate. Rate of $40 per month for non-profit 501(c)(3) Carson-based organizations as defined above; with less than 30 attendees who meet for no more than two (2) hours, once per month.

		FEE
2.	Equipment Rental	
a.	3 Legged Easels	$ 25.00 each
b.	Archway	$ 85.00 each
c.	Canopy (Premium 20' x 40' supplied by 3rd party caterer)	$ 375.00 each
d.	White Folding Chairs	$ 1.00 each
e.	Chalkboard	$ 20.00 each
f.	Coat Rack	$ 30.00 each
g.	Dance Floors	
1.	Room 107, 122 (12' x 12')	$ 200.00
2.	Adult Activity Rm (12' x 15')	$ 225.00
3.	Carson/Dominguez (18' x 24')	$ 300.00
4.	Hall A or C (15' x 20')	$ 250.00
5.	Hall B (15' x 24')	$ 275.00
6.	Hall AB or BC or ABC (18' x 32')	$ 400.00
7.	Hall ABC (27' x 32')	$ 600.00
8.	Hall B (45' x 44')	$1,100.00
h.	Flip Chart Easels	$ 50.00 each
i.	Piano	$ 150.00 each
j.	Lectern	$ 30.00 each
k.	Stages (24" or 36")	$ 40.00 each
l.	Risers (8")	$ 40.00 each
m.	Tablecloths	$ 5.00 each
n.	Tables	
1.	60" round	$ 11.00 each
2.	6' x 30" rectangle	$ 11.00 each
3.	6' x 18" rectangle	$ 12.00 each
o.	LCD Projector	$200.00 each
3.	Security	
a.	In-House	
1.	Regular rate	$ 40.00 per hour
2.	Overtime	$ 61.00 per hour
b.	Sheriff Deputies (2 deputies with 4-hour minimum)	$ 180.00 per hour

Community Center Audio-Visual Fees: fees vary by request, and are a direct pass-thru of the actual amounts charged by the City's contracted third-party vendor.

B. RECREATION AND HUMAN SERVICES

		Half Days 8 am-12 pm 1 pm-5 pm	
1.	Early Childhood (rates are per child)		
a.	Park Facilities	**Resident**	**Non-Resident**

u.	Mexican Folk Dance	8 classes	$ 25.00	$ 35.00	N/A
v.	Parent /Family/Child Care	10 classes	$ 50.00	$ 60.00	$20.00
w.	Piano	4 classes	$ 65.00	$ 75.00	N/A
x.	Polynesian Dance	4 classes	$ 40.00	$ 50.00	N/A
y.	Property Grants and Loans	1 class	$ 10.00	$ 22.00	N/A
z.	Qualifying for a Home Loan	1 class	$ 20.00	$ 22.00	N/A
aa.	Quilt Making	1 class	$ 50.00	$ 60.00	$ 40.00 per kit
bb.	Salsa	6 classes	$ 35.00	$ 45.00	N/A
cc.	Self Defense	8 classes	$ 55.00	$ 65.00	N/A
dd.	Sign Language	6 classes	$ 40.00	$ 50.00	N/A
ee.	Small Business	3 classes	$ 85.00	$ 95.00	N/A
ff.	Spa Experience	1 class	$ 45.00	$ 55.00	$ 15.00
gg.	Theater Class	4 classes	$ 35.00	$ 60.00	N/A
hh.	Voice	4 classes	$ 36.00	$ 46.00	N/A
ii.	Wood Art/Carving	6 classes	$ 30.00	$ 40.00	N/A
jj.	Yoga (Hatha)	8 classes	$ 80.00	$ 90.00	N/A
kk.	Yoga (Kundalini)	10 classes	$ 50.00	$ 60.00	N/A
ll.	Zumba	5 classes	$ 30.00	$ 35.00	N/A

4. Social Services

		Resident	Non-Resident
a.	Senior Recreation Special Events		
1.	Valentine's Day	$ 15.00	$ 25.00
2.	Las Vegas Luncheon	$ 15.00	$ 25.00
3.	Halloween Luncheon	$ 15.00	$ 25.00
4.	Christmas Breakfast	$ 15.00	$ 25.00
b.	Special Needs Events		
1.	Prom Dinner Dance	$ 20.00	$ 30.00
2.	Thanksgiving Dinner Dance	$ 20.00	$ 30.00
3.	Christmas Dinner Dance	$ 20.00	$ 30.00
4.	Special Needs Excursions	Varies (Admission + City's actual cost of bus, divided by maximum number of participants). Residents receive 50% discount on cost of bus only.	

5.	Carson Day Camp - Summer (all prices are per week)	Early Drop-Off (Mon - Fri)	Resident	Non-Resident
a.	1st Child	7-9 am	$ 20.00	$ 30.00
b.	2nd Child		$ 14.00	$ 30.00
c.	3rd Child		$ 12.00	$ 30.00
Late Pick-Up				
a.	1st Child	5-6 pm	$ 10.00	$ 15.00
b.	2nd Child		$ 6.00	$15.00
c.	3rd Child		$ 4.00	$15.00

	Carson Day Camp - Summer (all prices are per week)	Regular Programming (Mon-Fri) 9 am from 5 pm		
a.	1st Child		$ 60.00 per week	$ 70.00 per week
b.	2nd Child		$ 55.00 per week	$ 70.00 per week
c.	3rd Child		$ 52.00 per week	$ 70.00 per week

2.	Aqua Aerobics Veterans Sports Complex Member		FREE	FREE	
3.	Lap Swim		$ 3.00	$ 4.00	
4.	Lap Swim Veterans Sports Complex Member		FREE	FREE	
5.	Senior Program		$ 2.00	$ 3.00	
d.	Aquatic Teams				
1.	Swim Team		$ 195.00	$ 250.00	
2.	Water Polo		$ 100.00	$ 125.00	
3.	Synchronize		$ 80.00	$ 100.00	
4.	Dive Team		$ 90.00	$ 110.00	
5.	Junior Guards		$ 100.00	$ 125.00	
6.	Mini Guards		$ 80.00	$ 100.00	
e.	Recreation Swim				
1.	Carson & Scott Parks		$ 1.00	$ 2.00	
2.	Dominguez & Hemingway Parks		$ 2.00	$ 3.00	
f.	Aquatic Passes				
1.	Recreation Swim Pass	25 uses	$ 25.00	$ 35.00	
2.	Aqua Aerobics Pass	15 uses	$ 30.00	$ 40.00	
3.	Lap Swim Pass	15 uses	$ 25.00	$ 35.00	
g.	Events				
1.	Treasure Island (Rec Swim)	2 hours	$ 3.00	$ 3.00	
2.	Aquatic Workshop		$ 5.00	$ 5.00	
		Duration	**Resident**	**Private**	**NP**
9.	Pool Rental				
a.	Carson & Scott Pools				
1.	Plan A (1- 75 persons)	First 2 hrs.	$ 150	$ 300	$ 210
		Each add'l hr.	$ 50	$ 100	$ 70
2.	Plan B (76-150 persons)	First 2 hrs.	$ 175	$ 350	$ 245
		Each add'l hr.	$ 58	$ 115	$ 81
3.	Plan C (150 to capacity)	First 2 hrs.	$ 213	$ 425	$ 298
		Each add'l hr.	$ 68	$ 135	$ 95
b.	Dominguez & Hemingway Aquatic Center (No Slides)				
1.	Plan A (1 - 75 persons)	First 2 hrs.	$ 163	$ 325	$ 228
		Each add'l hr.	$ 50	$ 100	$ 70
2.	Plan B (76 -150 persons)	First 2 hrs.	$ 175	$ 350	$ 245
		Each add'l hr.	$ 58	$ 115	$ 81
3.	Plan C (150 to capacity)	First 2 hrs.	$ 228	$ 450	$ 315
		Each add'l hr.	$ 65	$ 130	$ 91
4.	Zero-depth pool w/spray	First 2 hrs.	$ 125	$ 250	$ 175
		Each add'l hr.	$ 50	$ 100	$ 70
c.	Dominguez & Hemingway Aquatic Center (With Slides)				
1.	Plan A (1-75 persons)	First 2 hrs.	$ 225	$ 450	$ 315
		Each add'l hr.	$ 100	$ 200	$ 140

h. Women's Basketball		
1. Regular	$ 260	$ 305
2. Short	$ 195	$ 230
3. Tournament	$ 175	$ 205
i. Men's Baseball		
1. Regular	$ 365	$ 430
2. Short (10 games)	$ 280	$ 330
3. Short (8 games)	$ 250	$ 295

12. Adult Sports	Resident	Non-Resident
j. Men's Soccer		
1. Regular - 11 players	$ 275	$ 325
2. Regular - 8 players	$ 190	$ 225
3. Tournament - 11 players	$ 150	$ 175
4. Tournament - 8 players	$ 150	$ 175
k. Cricket League	$ 235	$ 275

13. Veterans Sports Complex *(10% discount for Veterans) - ANNUAL MEMBERSHIP ONLY*

a. Membership Term	Res. New	NR	Resident Renewal Member	NR Renewal Member	Res New Member	NR New Member
1. Annual						
a. Individual	$ 30	$40	$ 176	$ 207	$ 234	$ 275
b. Family	$ 50	$60	$ 266	$ 314	$ 355	$ 418
c. Youth/Sr. Citizen	$ 20	$30	$ 106	$ 124	$ 141	$ 165
2. 30-Day Guest						
a. Individual	$ 10	$20	$ 25	$ 35	$ 34	$ 44
b. Family	$ 15	$25	$ 45	$ 55	$ 60	$ 70
c. Youth/Sr. Citizen	$ 5	$15	$ 20	$ 30	$ 25	$ 35
3. Annual Corporate – Individual (minimum 5 employees)			$ 150	$ 180	$ 200	$ 225

4. Annual Employee Membership	New Member	Renewal
a. Employee Only	$ 100	$ 50
b. Employee Family	$ 150	$ 75

b. Daily Guest	Non-Prime Time (6 a.m. - 2:59 p.m.)		Prime Time (3 p.m. - closing)	
1. Fitness Orientation ($10 administrative fee in addition to class fee)	Resident	Non-Resident	Resident	Non-Resident
a. Individual (16 & over)	$ 5.00	$ 6.00	$10.00	$ 20.00

c. Personal Training Packages (available to members only)		
1. Basic (5 sessions @ 30-min each)	$30.00	$40.00
2. Premium (7 sessions @ 60-min each)	$50.00	$60.00
3. Elite (Includes nutrition package – 10 sessions @ 60-min each)	$ 60.00	$70.00

2. Deposit	50 50	50	50	50	50	
16. Boxing Center	**Resident**	**Non-Resident**				
	Monthly					
1. Adults (18 years and over)	30.00	40.00				
2. Youth (ages 8 – 17)	20.00	35.00				
	Daily					
1. Adults (18 years and over)	8.00	9.00				
2. Youth (ages 8 – 17)	4.00	9.00				

	Resident	**Nonprofit**	**Private**	**Deposit**
17. Parks and Recreation Facilities				
a. Community Room (per hr.)	25.00	35.00	50.00	
b. Large Community Rm (per hr.)	38.00	53.00	50.00	
c. Activity Room (per hr.)	25.00	35.00	40.00	
d. Large Recreation Room (per hr.)	25.00	35.00	40.00	
e. Recreation Room (per hr.)	20.00	28.00	30.00	
1. Staff	18.00	18.00	18.00	
2. Reservation Deposit (applied to reservation)				50.00
f. Baseball Diamonds, Soccer and Football Fields				
1. Fields (per hr.)	20.00	28.00	40.00	100.00
2. Field with Lights (per hr.)	39.00	53.00	75.00	100.00
g. Outside Basketball Court –				
1. Court (per hr.)	10.00	14.00	20.00	
2. Court with lights (per hr.)	15.00	21.00	30.00	
h. Tennis Court –				
1. Court (per hr.)	10.00	14.00	20.00	
2. Court with lights (per hr.)	15.00	21.00	30.00	
i. Kitchen Rental per Day	38.00	53.00	75.00	50.00
j. Picnic Shelters per Day	55.00	77.00	110.00	25.00
Additional Staff 5 hr. minimum @	55.00	77.00	110.00	25.00
k. $15.00 per hour)				
l. Grass Open Area Capacity				
Group size:				
a. 1 – 100	50.00	70.00	100.00	100.00
b. 101-200	75.00	105.00	150.00	150.00
c. 201-300	100.00	140.00	200.00	200.00
d. 301-500	150.00	210.00	300.00	300.00
e. 501 – 1,000	200.00	280.00	400.00	400.00
f. 1,001 – 2,000	250.00	350.00	500.00	500.00
m. Baseball Diamond/Athletic Field				
1. 9:00 am-5:00 pm (All day)	100.00	140.00	200.00	150.00
2. 9:00 am-5:00 pm (Hourly)	20.00	28.00	40.00	150.00
3. Chalking	36.00	36.00	36.00	
18. Equipment Rental				
a. Deposit (On all rentals except sinks)		125.00		
b. B-B-Q				

c.	Large Sink on Trailer	$250.00 plus $200.00 Security Deposit
20.	Security	
a.	Sheriff Deputies (2 deputies with 4-hour minimum)	$ 180.00 per hour

21.	Souvenir Booklet Ad Prices	**RATE**
a.	Full page (color)	$ 325.00
b.	Full page (black and white)	$ 200.00
c.	Inside front or back cover (color or black and white)	$ 500.00
d.	Outside back cover (color or black and white)	$1,000.00
e.	Half page (color)	$ 175.00
f.	Half page (black and white)	$ 125.00
g.	Quarter page (black and white)	$ 75.00
h.	Quarter page (color)	$ 100.00
i.	Half page (color)	$ 175.00
j.	Half page (black and white)	$ 125.00
k.	Business card (black and white only)	$ 35.00
l.	Name only	$ 25.00

E. TRANSPORTATION

1.	Group Excursions	**Cost**
a.	One-Day	Actual cost of admissions, tickets and other City out-of-pocket costs, plus City's actual cost for bus, divided by maximum number of participants. Residents receive 50% discount on cost of bus.
b.	Overnight	Actual cost of admissions, hotel room, tickets, and other City out-of-pocket costs, plus City's actual cost for bus, divided by maximum number of participants. Residents receive 50% discount on cost of bus.

No refund for excursion fees unless event is cancelled by the City of Carson.

2. Public Transportation

a.	Carson Circuit	**Cost**
1.	Elderly and Disabled	Free
2.	Transfer to other Circuit routes	Free
3.	Regular & Student Fares	$ 1.00
4.	Transfers to Regional Bus or rail lines	$ 0.25

		Resident	Non-Resident
5.	Youth Services Programs		
a.	Anger Management for Teens	$ 40.00	$ 50.00
b.	Drug/Alcohol Awareness Program	$ 60.00	$ 70.00
c.	Carson Parent Project	$ 60.00	$ 70.00
d.	Youth and the Law	$ 60.00	$ 70.00
e.	Community Services	$ 50.00	$ 75.00

Section 3. The "Documentation of Costs Supporting Fee Increases" provides an analysis of the costs of certain City services and materials related thereto.

Section 4. The fees as amended above shall become effective on April 10, 2017.

PASSED, APPROVED, and ADOPTED this 7th day of February 2017.

MAYOR ALBERT ROBLES

ATTEST:

CITY CLERK

APPROVED AS TO FORM:

CITY ATTORNEY

STATE OF CALIFORNIA)
COUNTY OF LOS ANGELES) ss.
CITY OF CARSON)

I, Donesia L. Gause, City Clerk of the City of Carson, California, hereby attest to and certify that the foregoing resolution, being Resolution No. 17-001, adopted by the Carson City Council at its meeting held on the 7th day of February, 2017, by the following vote:

AYES:	COUNCIL MEMBERS:	Robles, Davis-Holmes, Santarina, Hicks, Hilton
NOES:	COUNCIL MEMBERS:	None
ABSTAIN:	COUNCIL MEMBERS:	None
ABSENT:	COUNCIL MEMBERS:	None

Donesia L. Gause, City Clerk MMC

City of Manhattan Beach - Community Development Department

Planning and Zoning Fee Schedule

(Effective September 19, 2016, July 1, 2017, July 1, 2018 (Respectively) - Resolution No. 16-0037)

Last updated 02-2017

Category	Description	FEE or DEPOSIT	Envir. Fees	FY 2016-2017	FY 2017-2018	FY 2018-2019	Public Notice
AMENDMENTS	General Plan or Specific Plan Amendment + **consultant costs**	DEPOSIT	**	$20,000	$20,000	$20,000	Y
	Zoning Text or Map Amendment + **consultant costs**	DEPOSIT	**	$20,000	$20,000	$20,000	Y
	Amendment to Development Permit (Includes Amendments to Use Permit, Variance, Development Agreement, and Residential, Commercial or Senior Citizen Residential Planned Development).	FEE	**	$4,801	$4,864	$4,949	Y
	Additional fees: Parking/Traffic Review + **consultant costs**	FEE		$1,114	$1,129	$1,149	
	Master Use Permit Amendment	FEE	**	$4,972	$5,037	$5,126	Y
	Additional fees: Parking/Traffic Review + **consultant costs**	FEE		$1,114	$1,129	$1,149	
	Alcohol and/or Live Music	FEE		$107	$110	$110	
	Telecommunications Permit Amendment + **consultant costs**	FEE		$1,138	$1,152	$1,172	N
	Telecommunications Permit Amendment in Public R-O-W + **consultant costs**	FEE		$1,317	$1,334	$1,358	N
APPEALS	Appeal to City Council or Planning Commission of Administrative Decision	FEE		$500	$500	$500	N
	Appeal to City Council of Planning Commission or Parking and Public Improvements Commission (PPIC) Decision	FEE		$500	$500	$500	N
	Appeal to Parking and Public Improvements Commission (PPIC)	FEE		$500	$500	$500	N
COASTAL	Coastal Development Permit Administrative - No Public Hearing	FEE		$1,287	$1,303	$1,324	Y
	Coastal Development Permit - Public Hearing	FEE		$4,727	$4,787	$4,871	Y
	Coastal Development Permit - Public Hearing w/ another discretionary application	FEE	*	$2,083	$2,108	$2,142	Y
	Coastal Development Permit Transfer	FEE		$160	$162	$165	N
CONDOMUNIUM FEES	Tentative Parcel Map - 4 or less lots/units - No Public Hearing	FEE		$1,291	$1,309	$1,333	N
	Tentative Parcel Map - 4 or less lots/units - Public Hearing	FEE	*	$3,511	$3,557	$3,622	Y
	With another discretionary application	FEE		$1,359	$1,377	$1,402	
	Tentative Tract Map - 5 or more lots/units	FEE	**	$4,007	$4,060	$4,134	Y
	With another discretionary application	FEE		$1,294	$1,313	$1,338	
	Use Permit (2-unit condos exempt)	FEE		$6,207	$6,287	$6,396	Y
	NOTE: Above fees are for initial filing; see SUBDIVISION APPLICATION FEES for additional fees applicable at time of final parcel/tract map filing						
DEPOSITS	Applicants will be charged for Staff's comprehensive hourly rates for cost recovery plus any outside costs. (Does not apply to refundable deposits.)						
ENCROACHMENT PERMITS	Encroachment Permit - Original/New	FEE		$1,573	$1,594	$1,624	N
	Encroachment Permit - Transfer/Revision/Minor	FEE		$736	$745	$758	N
	Sidewalk Dining Permit	FEE		$275	$278	$283	N

City of Manhattan Beach - Community Development Department

Planning and Zoning Fee Schedule

(Effective September 19, 2016, July 1, 2017, July 1, 2018 (Respectively) - Resolution No. 16-0037)

Last updated 02-2017

Category	Description	FEE or DEPOSIT	Envir. Fees	FY 2016-2017	FY 2017-2018	FY 2018-2019	Public Notice
MISC (con't)	Fence Agreement - adjacent to City property	FEE		$308	$312	$319	N
	Home Occupation Permit	FEE		$64	$64	$65	N
	Landscape and Irrigation Plan Check						
	Single Family Residential, 0 - 7,500 sq ft parcel size	FEE		$578	$585	$595	N
	Multi-Family Residential/Commercial/Single Family Residential, > 7,500 sq ft parcel size	FEE		$1,091	$1,104	$1,122	N
	Massage/Bodywork (Owner) - 2 year permit + DOJ/FBI/fingerprinting costs through Police Dept.	FEE		$388	$393	$399	N
	Massage/Bodywork (Technician) - License obtained by State, no Planning Permit, only business license	NO FEE		$0	$0	$0	N
	Massage/Bodywork Business Location Change or Exemption determination	FEE		$338	$341	$346	N
	Neighborhood Overlay District Application **+ consultant costs**	DEPOSIT	**	$20,000	$20,000	$20,000	Y
	Outdoor Display Permit	FEE		$156	$158	$160	N
	Plan Check - Extra Plan Check Corrections Planning Fee - **Per Hour**	FEE		$147	$149	$151	N
	Planned Development Permit - Residential or Sr. Citizen Residential	FEE	**	$6,058	$6,136	$6,244	Y
	Additional fees: Parking/Traffic Review **+ consultant costs**	FEE		$1,114	$1,129	$1,149	
	Planned Development Permit - Commercial	FEE	**	$9,061	$9,179	$9,342	Y
	Additional fees: Parking/Traffic Review **+ consultant costs**	FEE		$1,114	$1,129	$1,149	
	Pre-application Review - **per meeting (multi-departmental)**	FEE		$125	$125	$125	N
	Refund Processing (Due to Actions of Applicant)	FEE		$89	$90	$92	N
	Specific Plan **+ consultant costs**	DEPOSIT	**	$20,000	$20,000	$20,000	Y
	Street Name Processing **+ signage costs**	DEPOSIT		$5,000	$5,000	$5,000	N
	Telecommunications Permit						
	New Telecommunications **+ consultant costs**	FEE		$2,665	$2,699	$2,746	N
	New Telecommunications in Public R-O-W **+ consulting costs**	FEE		$3,022	$3,063	$3,118	N
	Time Extension for Administrative Application	FEE		$317	$321	$327	N
	Time Extension for Discretionary Application	FEE		$2,265	$2,294	$2,334	Y
	Tobacco Retailer Permit - Initial	FEE		$242	$242	$242	N
	Tobacco Retailer Permit - Renewal	FEE		$183	$183	$183	N
	Tree Permit						
	Dead/Dying Tree	FEE		$100	$100	$100	N
	Removal/Replacement **+ extra consultant costs**	FEE		$264	$267	$271	N
	Protection **+ extra consultant costs**	FEE		$346	$349	$352	N
	Dangerous or Nuisance Trees	N/A		$0	$0	$0	N
	Tree Trimming Permit	FEE		$64	$64	$65	N
	Zoning Business Review (new business application)	FEE		$66	$67	$68	N
	Zoning Report - for development potential	FEE		$521	$527	$535	N
	Zoning Code Interpretation	FEE		$449	$455	$463	N
	Zoning Map Copy- (large 22" by 36")	FEE		$59	$59	$59	N
PUBLIC NOTICE PROCESSING	Public Hearing Notice (envelopes, postage, and mailing)	FEE		$70	$70	$72	Y

ATTACHMENT C

Resolution

Daily Breeze
21250 Hawthorne Blvd, Ste 170
Torrance, CA 90503-4077
310-543-6635
Fax: 310-316-6827

(Space below for use of County Clerk Only)

5007749

Legal No. **0011034969**

CITY OF LAWNDALE/COMMUNITY DEVELOPMENT DEPT
ACCOUNTS PAYABLE
14717 BURIN AVENUE
LAWNDALE, CA 90260

FILE NO. DB 11-13

PROOF OF PUBLICATION
(2015.5 C.C.P.)

STATE OF CALIFORNIA
County of Los Angeles

I am a citizen of the United States and a resident of the County aforesaid; I am over the age of eighteen years, and not a party to or interested in the above-entitled matter. I am the principal clerk of the printer of THE DAILY BREEZE, a newspaper of general circulation, printed and published in the City of Torrance*, County of Los Angeles, and which newspaper has been adjudged a newspaper of general circulation by the Superior Court of County of Los Angeles, State of California, under the date of June 10, 1974, Case Number SWC7146. The notice, of which the annexed is a printed copy (set in type not smaller than nonpareil), has been published in each regular and entire issue of said newspaper and not in any supplement thereof on the following dates, to wit:

11/02/2017

I certify (or declare) under the penalty of perjury that the foregoing is true and correct.

Dated at Torrance, California
On this 2nd day of November, 2017.

Signature

*The Daily Breeze circulation includes the following cities: Carson, Compton, Culver City, El Segundo, Gardena, Harbor City, Hawthorne, Hermosa Beach, Inglewood, Lawndale, Lomita, Long Beach, Manhattan Beach, Palos Verdes Peninsula, Palos Verdes, Rancho Palos Verdes, Rancho Palos Verdes Estates, Redondo Beach, San

DB 11-13

PUBLIC NOTICE
CITY OF LAWNDALE
CITY COUNCIL MEETING

Notice is hereby given that at 6:30 p.m. on Monday, December 4, 2017, the Lawndale City Council will hold a public hearing in the City Council Chambers located at 14717 Burin Avenue, Lawndale, CA to review the following proposal:

Consideration to update the Planning Department's permits and fee schedule. The City Council will consider adopting an Ordinance to update the fees. The Community Development Department is recommending updates to its current fee schedule. The Fee Schedule includes charges for permits and services charged by the Planning Department. Planning Commission review was not required.

The project has been deemed to be Categorically Exempt to CEQA, pursuant to Section 15061 (B)(3) of the CEQA guidelines and Pub. Resource Code 21080(b)(15). A CEQA Categorical Exemption has been prepared for this project. All relevant documents including required environmental documents are available for review Monday through Thursday, 7:00 a.m. to 6:00 p.m., in the Community Development Department office located at 14717 Burin Avenue, Lawndale, CA 90260.

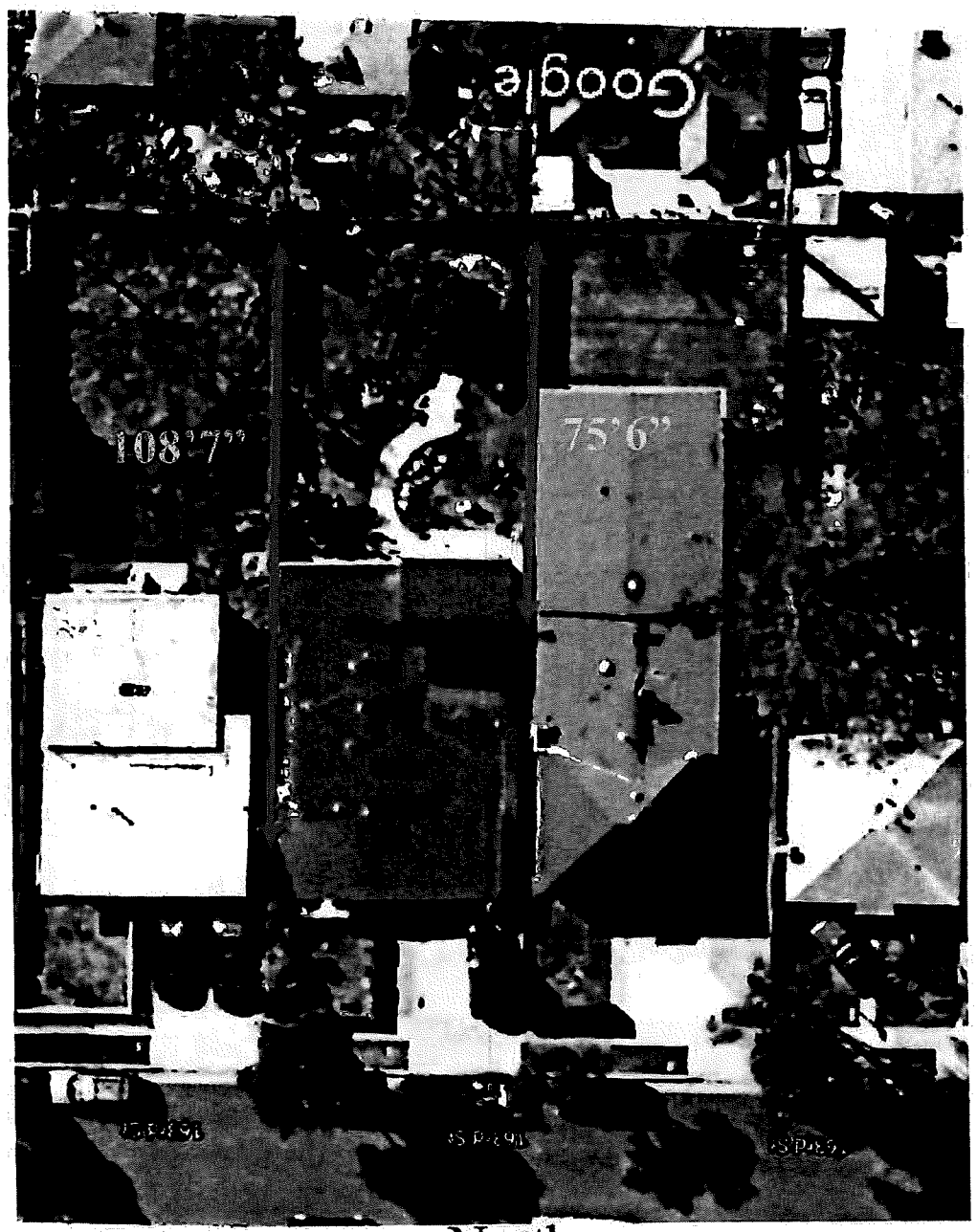
Any grounds for opposing this project must be made at the time of the meeting, or made in written correspondence. If you challenge this matter in court, you may be limited to raising only those issues that you or someone else raised during the meeting.

You may contact Sean M. Moore, AICP, Community Development Director for further information regarding this matter at (310) 973-3231.

Published: Nov 2, 2017

South

East



West

North

CITY OF LAWNDALE

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

DATE: July 18, 2022

TO: Honorable Mayor and City Council

FROM: Sean M. Moore, City Manager

PREPARED BY: Hrant Manuelian, Director of Finance/City Treasurer

SUBJECT: Quarterly Investment Report for the Quarter Ended June 30, 2022

BACKGROUND

The attached Quarterly Investment Report for the quarter ended June 30, 2022 is provided to City Council per the City of Lawndale's Investment Policy and State of California's Government Code Section 53646.

STAFF REVIEW

As of June 30, 2022, the City had total cash and invested funds (cost basis) of $41,603,386 plus $2,275,146 cash with fiscal agent held in a trust for the Lawndale Redevelopment Agency's Tax Allocation Bond 2009 issue, $1,150 in petty cash and, as of May 2022, $743,931 maintained in two retirement enhancement plans.

Interest rates have continued to rise through Q4 2022. The State Local Agency Investment Fund (LAIF) had an interest rate of 0.365% on March 31, 2022 and has gone up to 0.99% as of June 30, 2022. The Federally insured Certificates of Deposit (CD) have rates that exceed the Federal Treasury rates, so the City has about $3.7M invested in several FDIC insured Certificates of Deposit. Rates in general have been increasing as the Federal Funds rate has increased. We continued to maintain a majority of cash in LAIF and the City's checking account. During the quarter, the liquidity of our portfolio has increased roughly 7%, from 84% to 91%, in on-demand accounts. The remainder of the portfolio includes 2.3% short-term (maturing in less than one year), 4.1% mid-term (one to three years maturity), and 2.3% long-term (maturing from three to five years) investments.

As interest rates continue to rise, we look for opportunities to maximize returns on City funds. There were 2 CD's that matured in early July. The City purchased 4 CD's in July, two to replace the two that matured and two additional investments as they had favorable interest rates. The four CD's have a maturities ranging from 1.5 to 3 years with interest rates ranging from 3.00% to 3.25%. As the market continues to change we will keep a close watch and take advantage of any upcoming investments. Also we will be moving funds from the checking account and into LAIF to take advantage of the interest to the extent possible. The goal is to maintain a healthy balance of cash while maximizing returns.

CITY OF LAWNDALE
INVESTMENT REPORT
Summary of Investments
For Quarter Ended June 30, 2022

	Adjusted Cost Basis	Category Total	Percent of Portfolio
On Call Deposits			
Checking Accounts	19,369,353		
LAIF State Pool	18,519,033	37,888,386	91.07%
Short-Term Investments (1 Year or Less)			
Time Deposits FDIC Insured	988,000	988,000	2.37%
Medium-Term Investments (1 to 3 Years)			
Time Deposits FDIC Insured	1,739,000	1,739,000	4.18%
Long-Term Investments (3 to 5 Years)			
Time Deposits FDIC Insured	988,000		
US Government Agency Securities	0	988,000	2.37%
Total Cash and Investments		**41,603,386**	**100.00%**

LEGAL REVIEW

Not applicable.

FISCAL IMPACT

Not applicable.

RECOMMENDATION

Staff recommends that the City Council receive and file the Quarterly Investment Report for the quarter ended June 30, 2022.

Attachments: Quarterly Investment Report for the quarter ended June 30, 2022.

CITY OF LAWNDALE
DETAIL OF INVESTMENTS
For Quarter Ended June 30, 2022

	Par Value	Coupon Rate	Moody's/ S&P Rating	Purchase Date	Maturity/ Called Date	Days to Maturity	Yield to Maturity	Cost Basis	Category total	(memo only) Market Value
On Call Deposits										
Checking Account- Wells Fargo	19,251,307	N/A	N/A		Demand	1	None	19,251,307		19,251,307
Municipal Investment Account - US Bank	118,047	N/A	N/A		Demand	1	None	118,047		118,047
Local Agency Investment Fund- City of Lawndale	18,517,578	N/A	N/A		Demand	1	0.20%	18,517,578		18,517,578
Local Agency Investment Fund- Lawndale Housing Authority	1,454	N/A	N/A		Demand	1	0.20%	1,454		1,454
On Call Deposits	**37,888,386**								**37,888,386**	**37,888,386**
Short-Term Investments (1 Year or Less)										
Time Deposits:										
Sallie Mae Bank Salt Lake	247,000	2.20%	FDIC	7/19/2019	7/5/2022	5	2.20%	247,000		247,020
Goldman Sachs Bank	247,000	2.10%	FDIC	7/19/2019	7/11/2022	11	2.10%	247,000		247,032
First Source Bank	247,000	2.00%	FDIC	7/19/2019	9/12/2022	74	2.00%	247,000		247,130
Enerbank USA	247,000	1.80%	FDIC	9/19/2019	3/13/2023	256	1.80%	247,000		245,971
Short-Term Investments (1 Year or Less)	**988,000**								**988,000**	**987,153**
Medium-Term Investments (1 to 3 Years)										
Time Deposits:										
Morgan Stanley Bank NA	247,000	2.20%	FDIC	7/19/2019	7/11/2023	376	2.20%	247,000		245,278
Century Next Bank	249,000	2.00%	FDIC	7/19/2019	7/17/2023	382	2.00%	249,000		246,696
Morgan Stanley Private Bank	247,000	2.30%	FDIC	7/19/2019	7/11/2024	742	2.30%	247,000		242,164
Merrick Bank	249,000	2.10%	FDIC	7/19/2019	7/12/2024	743	2.10%	249,000		243,106
Commercial Bank Harrogate Tenn	249,000	2.00%	FDIC	7/19/2019	7/15/2024	746	2.00%	249,000		242,588
Washington Federal	249,000	1.95%	FDIC	8/19/2019	8/28/2024	790	1.95%	249,000		241,905
First Bank Puerto Rico	249,000	1.90%	FDIC	9/19/2019	9/6/2024	799	1.90%	249,000		241,560
Medium-Term Investments (1 - 3 Years)	**1,739,000**								**1,739,000**	**1,703,297**
Long-Term Investments (3 to 5 Years)										
Time Deposits:										
Toyota Financial Savings CD	247,000	0.70%	FDIC	8/26/2021	8/26/2025	1,153	1.90%	247,000		227,225
Synchrony Bank Draper UT CD	247,000	0.90%	FDIC	8/27/2021	8/27/2026	1,519	1.90%	247,000		224,688
Medallion Bank UT CD	247,000	0.85%	FDIC	8/30/2021	8/31/2026	1,523	1.90%	247,000		222,845
UBS Bank USA CD	247,000	0.95%	FDIC	9/9/2021	9/9/2026	1,532	1.90%	247,000		223,653
	988,000									898,411
Long-Term Investments (3 to 5 Years)	**988,000**								**988,000**	**898,411**
Total Cash and Investments	**41,603,386**								**41,603,386**	**41,477,247**

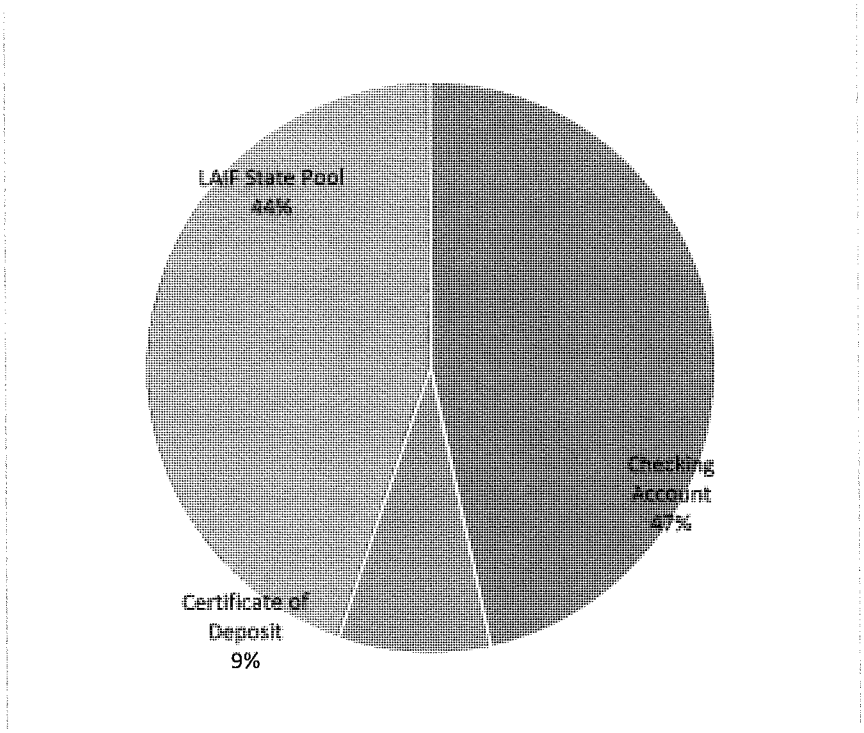
CITY OF LAWNDALE
INVESTMENT REPORT

Portfolio Statistics

For Quarter Ended June 30, 2022

Portfolio Composition

Investment Type	Market Value
Checking Account	19,369,353
Certificate of Deposit	3,588,861
LAIF State Pool	18,519,033
TOTAL	**41,477,247**



CITY OF LAWNDALE
TREASURY REPORT
For Quarter Ended June 30, 2022

Total Cash and Investments		41,603,386
MISCELLANEOUS ACCOUNTS		
Petty Cash		1,150
Retirement Enhancement Plans		
Public Agency Retirement Services (PARS)- Retirement Enhancement Plan	737,348	
PARS/ City of Lawndale Excess Benefit Trust - US Bank	6,583	743,931
Total Cash Investments		**42,348,467**

CITY OF LAWNDALE

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

DATE: July 18, 2022

TO: Honorable Mayor and City Council

FROM: Sean M. Moore, City Manager

PREPARED BY: Julian Lee, Director of Public Works/City Engineer
Hrant Manuelian, Director of Finance

SUBJECT: **Approve the Second Amendment to the Contract Services Agreement for Staff Augmentation with W.G. Zimmerman Engineering, Inc.**

BACKGROUND

On May 10, 2022, the Associate Engineer submitted a letter of resignation to the City effective May 17, 2022. In addition, the Assistant Engineer submitted a letter of resignation on June 14, 2022, effective June 16, 2022. Due to the short notice of the resignations and the current critical project workload, staff has determined the need for staff augmentation from professional engineering firms. Current Public Works Department projects require communication with designers and contractors as well as coordination with the various utilities and agencies needed to support the projects to completion.

On May 11, 2022, staff requested proposals from eight (8) qualified professional engineering firms for staff augmentation of 32 hours per week for three (3) weeks. On May 12, 2022, proposals were received from three (3) companies: KOA Corporation, SA Associates, and W.G. Zimmerman Engineering, Inc.

The City selected W.G. Zimmerman Engineering, Inc. (Zimmerman Engineering) and scheduled the consultant to start on May 16, 2022 in an effort to retain the departing employee's knowledge and background details of the current projects. The scope of work and the compensation amount of $14,400 were within the City Manager's signing authority, and did not require the City Council approval.

On June 6, 2022, the City Council approved the First Amendment of the agreement with Zimmerman Engineering to provide additional professional engineering services in the amount of $38,400. As opposed to the initial scope of work, the compensation for the additional work fell outside the City Manager's signing authority and so this matter was brought to the City Council for review and approval. Once again, due to the scope of the compensation for the extension as explained below, this matter is coming to the City Council for approval.

STAFF REVIEW

Some of the critical Public Works Department projects include Inglewood Avenue Street Improvement Project, Redondo Beach Boulevard Street Improvement Project, 2022 Pavement Management Plan, Citywide Sign Replacement Project, Local Road Safety Plan Study, and others projects that have fund lapsing requirements.

With two new employee recruitments for engineering staff in progress, there is a need for an additional twelve (12) weeks of staff augmentation to continue with the progress of the current critical projects up to the middle of October, 2022.

On June 30, 2022, staff requested and received a proposal from Zimmerman Engineering to provide the cost for an additional twelve (12) weeks of professional engineering services, and received a proposal in the amount of $72,000. To fund this additional work, staff will utilize several sources including the Redondo Beach Boulevard Street Improvement Project, savings from Salary & Benefits from the two vacant engineer positions, and the Special Project account under Gas Tax funding. We believe that at least one and probably both positions will be filled by the middle of October, and we do not anticipate coming back to the City Council for a further amendment.

LEGAL REVIEW

The Second Amendment to the Contract Services Agreement has been reviewed and approved as to form by the City Attorney.

FISCAL IMPACT

The current FY 2022-23 budget includes funding for this project.

The project's available fund breakdown of project funding from the Redondo Beach Boulevard Street Improvement Project, a fund transfer from Salary & Benefits savings, and the Special Project funding from Gas Tax Funds as follows:

Prop C25 – Redondo Beach Street Improvement Project	$15,000
Measure R – Redondo Beach Street Improvement Project	$15,000
Prop C25 – Salary & Benefit Savings	$ 8,800
Measure R (Local Return) – Salary & Benefit Savings	$10,225
Measure M (Local Return) – Salary & Benefit Savings	$ 8,025
SB 1 – Salary & Benefit Savings	$11,650
Gas Tax – Special Project	$ 3,300
Total Available Funding	$72,000

RECOMMENDATION

Staff recommends that the City Council approve the Second Amendment to the Contract Services Agreement with W.G. Zimmerman Engineering, Inc. for 2022 Public Works Department staff augmentation for an amount not-to-exceed of $72,000.

ATTACHMENTS

1. Second Amendment to Contract Services Agreement for Staff Augmentation for the Public Works Department
2. Proposal dated June 30, 2022 from W.G. Zimmerman Engineering, Inc.

ATTACHMENT 1

Second Amendment to Contract Services Agreement for Staff Augmentation for the Public Works Department

SECOND AMENDMENT TO CONTRACT SERVICES AGREEMENT FOR STAFF AUGMENTATION SERVICES FOR THE PUBLIC WORKS DEPARTMENT

This second AMENDMENT TO CONTRACT SERVICES AGREEMENT (the "second Amendment") is made and entered into this 18th day of July, 2022, by and between the CITY OF LAWNDALE, a municipal corporation ("City") and W.G. Zimmerman Engineering, Inc., ("Contractor").

RECITALS

WHEREAS, City and Contractor entered into that certain Agreement entitled "Contract Services Agreement for Staff Augmentation Services for the Public Works Department (the "Agreement") on or about May 13, 2022, and

WHEREAS, City and Contractor entered into that certain Agreement entitled "first Amendment" for Staff Augmentation Services for the Public Works Department (the "Agreement") on or about June 6, 2022, and

WHEREAS, City has determined that additional staff augmentation services are required for the project management and coordination of current Public Works Department projects, and

WHEREAS, City and Contractor negotiated an additional scope of services to be performed pursuant to the terms and conditions of the Agreement the anticipated compensation for which requires approval by the City Council, and

WHEREAS, it is the desire of the City and Contractor to amend the Agreement, as set forth in this second Amendment, to reflect the additional scope of work and additional compensation that have been negotiated.

AMENDMENT

NOW, THEREFORE, it is hereby agreed that the Agreement is amended as follows:

SECTION 1 of the Agreement (Services of Contractor) is amended to add thereto the scope of work set forth in "Exhibit A, Amendment Number 2 for Staff Augmentation Services for the Public Works Department." to the first Amendment, which exhibit is incorporated herein by this reference as if set forth in full.

SECTION 2 of the Agreement (Compensation) is amended to increase the maximum contract sum by Seventy- Two Thousand Dollars ($72,000) to account for Staff Augmentation Services for the Public Works Department. The maximum contract sum will increase from Fifty-Two Thousand and Eight Hundred dollars ($52,800.00) to One Hundred Twenty- Four Thousand and Eight Hundred dollars ($124,800.00).

MISCELLANEOUS PROVISIONS

1. Other Terms Unchanged. Subject to the foregoing amendments, the remainder of the terms in the Agreement will remain the same and are hereby ratified.

2. Authority to Execute. Each party represents and warrants that all necessary action has been taken by such party to authorize the undersigned to execute this first Amendment and to bind the parties to the performance of its obligations.

3. Counterparts, Facsimile or other Electronic Signatures. This first Amendment may be executed in several counterparts, each of which will be deemed an original, and all of which, when taken together, constitute one and the same instrument. The first Amendment will be considered executed when the signature of a party is delivered by facsimile or other electronic transmission. Such facsimile or other electronic signature will have the same effect as an original signature.

4. Severability. If any term, condition, or covenant of this first Amendment is declared or determined by any court of competent jurisdiction to be invalid, void, or unenforceable, the remaining provisions of this first Amendment will not be affected and the first Amendment will be read and construed without the invalid, void, or unenforceable provision.

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

CITY:
CITY OF LAWNDALE,
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:
W.G. ZIMMERMAN ENGINEERING, INC.
a California Corporation

By: _____

Name: Mr. William G. Zimmerman
Title: President

By: _____

Name: Mr. William G. Zimmerman
Title: Secretary

7812 Edinger Avenue, Suite 302
Huntington Beach, CA 92647

EXHIBIT "A"

Amendment Number 2 for Staff Augmentation Services for the Public Works Department

ATTACHMENT 2
Proposal dated on June 30, 2022 from
W.G. Zimmerman Engineering, Inc.

June 30, 2022

Julian Lee, P.E.
Director of Public Works
14717 Burin Avenue
Lawndale, CA 90260

Re: Proposal to provide As-Needed Stuff Support Services

Dear Mr. Lee:

W.G. Zimmerman Engineering, Inc. (WGZE) is very excited about the opportunity to provide the City of Lawndale with As-needed Staff Support Services. We provide Staff Support Service to other Southern California Agencies on an as-needed basis. These agencies include, Signal Hill, Seal Beach, Mission Viejo and La Mirada.

Per your request for additional staff time, we humbly submit this letter proposal for an additional $72,000 with approximately 480 hours through October.

Thank you for considering us for additional staff support.

Sincerely,
W.G. Zimmerman Engineering, Inc.,

Bill Zimmerman, PE, TE, PTOE
President

WGZE

W.G. Zimmerman Engineering, Inc.
7812 Edinger Avenue, Suite 302
Huntington Beach, CA 92647
(714) 799-1700 / (714) 333-4712 Fax

CITY OF LAWNDALE

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

DATE: July 18, 2022

TO: Honorable Mayor and City Council

FROM: Sean M. Moore, City Manager

PREPARED BY: Michael Reyes, Director of Municipal Services

SUBJECT: **2022 Illegal Fireworks Suppression Plan Update**

BACKGROUND

In 2021, staff launched the first Illegal Fireworks Suppression Plan which included several concepts for stopping the sale and use of illegal fireworks during the July 4th holiday season. Components of the plan included the hiring of overtime deputies for several days leading up to and including the July 4th holiday, renting undercover vehicles to allow deputies to move undetected while looking for violators, adjusting Special Assignment Officers to afternoon and late night shifts for a greater presence, and launching a City wide awareness campaign alerting residents that citations would be issued with significant costs.

All of these components were again used for 2022, and some additional adjustments were introduced. This report is a summation of the 2022 Illegal Fireworks Suppression Plan.

STAFF REVIEW

Deputies once again were the focal point and driving force behind the Illegal Fireworks Plan which sought to reduce Illegal Fireworks use through heavy enforcement and covert surveillance, coupled with a heavy public awareness campaign.

Special Assignment Officers

Lawndale's SAO team was adjusted from their regular 5:00 am – 3:00 pm shift times to a 4:00 pm to 2:00 am shift so that they could focus on firework activity, which primarily happens in the evening hours.

This year, the four person SAO team only shifted for two weeks leading up to the holiday as opposed to the eight week shift implemented last year. This allowed the SAO's to continue to do their regular duties of gang suppression, homelessness detail, and crime reduction. Staff also recognized after last year's detail that the eight weeks detail yielded no additional citations for illegal fireworks.

Additional Deputies

- In addition to the four SAO deputies, six overtime deputies were added for the four days leading up to and including July 4th. These overtime deputies were scheduled to work the same days and

hours as the SAO team (July 1st - July 4th, 1600 - 0200 hours), for a total of 10 deputies dedicated to illegal fireworks suppression.

- The City rented three undercover vehicles from a local Lawndale business and provided these vehicles to the undercover deputies so that they could patrol the City undetected. The six overtime deputies worked as two man units in the three undercover cars, supported by two marked LASD cruisers operated by the SAO's in two man teams.

- Additionally, Sgt. Osburn patrolled in an undercover vehicle and in a marked black and white cruiser, as well as doing occasional foot patrols.

Sheriff's Department Enforcement Plan

- Over the course of the entire detail, deputies made contact with violating parties who were observed in possession of or lighting illegal fireworks visible from the public right of way, and issued Administrative Citations to the violating parties.

- Deputies would also confiscate all illegal fireworks being used by the violating parties.

- Deputies were also provided with the addresses of all violating parties who were cited for illegal fireworks in 2021, as these citations would have a higher penalty amount. Happily, none of the violating parties who were cited last year were lighting illegal fireworks this year.

- When deputies arrived at a location where contact with the violating party was not possible, all pertinent information about the violation was recorded by the deputy and an administrative citation would be delivered by mail.

The challenge with issuing a citation by mail is that the violating party is unaware that they have been cited and could therefore continue to launch fireworks from their backyards. In this instance, deputies are powerless to stop this activity as deputies cannot enter a private residence without exigent circumstances or a court ordered warrant. Illegal fireworks do not fall under either of these qualifying parameters, so once the citation is issued, the violating party would often continue to disturb the neighborhood with illegal fireworks, leaving the deputies unable to take further action.

Service Calls

This year there were considerably less calls for service from residents related to fireworks indicating that the messaging regarding illegal fireworks use is effective.

- In 2021 in the two weeks leading up to July 4th there were 110 calls for service related to fireworks, which resulted in 25 citations issued by deputies. 18 of those 25 citations were upheld and paid.

- In 2022 in the two weeks leading up to July 4th there were only 74 call for service related to fireworks, which resulted in 36 citations being issued by deputies.

- Lawndale deputies issued twice as many citations, in only 25% of the time spent during last year's detail.

Staff feels that this is a strong indicator that the Illegal Fireworks Suppression Plan is improving with each year. Staff feels that the deputies involved with this year's Illegal Firework Suppression Plan are to be commended for their tenacity and diligence in stopping violating parties from using illegal fireworks. Staff hopes to continually see improvement with this plan and will work with LASD to make improvements for next year.

COMMUNICATIONS WITH THE COMMUNITY

Staff also played a role in the success of this year's Illegal Fireworks Suppression Detail, as once again the City put forth a heavy information campaign to increase awareness within the community advising of the restrictions and penalties associated with the use and sale of illegal fireworks, through the following actions:

- Heavy rotation on the City's social media sites, cable TV channel, and website advising of increased presence by deputies in undercover vehicles, and the issuance of Administrative Citations to property owners for allowing illegal fireworks to be used on their property.

- Message trailer on Hawthorne Boulevard displaying the current fine amounts.

- Street banners spanning Hawthorne Boulevard advising that illegal fireworks are prohibited.

OPTIONAL ENFORCEMENT TECHNIQUE INTRODUCED

This year's plan also included implementing a new enforcement technique this year.

- Staff created fake ads which were then posted on Facebook Marketplace soliciting the purchase of illegal fireworks. The hope was that violating parties would see these ads and then attempt to sell them to staff while deputies would be standing by to confiscate the fireworks and issue citations.

- Unfortunately, staff discovered that the social media platforms that were utilized have a policy against soliciting the sale of fireworks and the ads kept getting removed. This option did not yield any citations, but fortunately this option cost very little, as the only expenses were for a disposable phone, and some staff time to create the ads.

LEGAL REVIEW

The City Attorney was consulted in the development of this plan and approved the implementation of these strategies.

FISCAL IMPACT

City staff costs came under the allocated of $30,000 estimated costs which included overtime deputies salaries, costs for the rental cars, and fuel and additional expenses associated with the detail.

RECOMMENDATION

Staff recommends that the City Council review and file the 2022 Illegal Fireworks Suppression Plan Update.

Back to Agenda

CITY OF LAWNDALE

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

DATE: July 18, 2022

TO: Honorable Mayor and City Council

FROM: Sean M. Moore, City Manager

PREPARED BY: Michael Reyes, Municipal Services Director

SUBJECT: Consideration of Ordinance making possession of catalytic converters a violation of the Lawndale Municipal Code

BACKGROUND

Due to the global pandemic, many more people have been working from home, resulting in an increase in crimes involving vehicles. Specifically, the theft of catalytic converters from vehicles quadrupled in 2021, with approximately 65,000 reported thefts last year. While these crimes are frequently reported to law enforcement, very few catalytic converters are ever recovered. Currently there are no ordinances in the Lawndale Municipal Code making it a criminal act to be in possession of catalytic converters.

STAFF REVIEW

Catalytic converters are an external component of a vehicle, accessible from the underside of a parked car. They convert most of a vehicle's emissions into less harmful forms, improving air quality and vehicle performance. As part of their construction, catalytic converters contain valuable materials such as platinum and palladium, rare metals that command ever-increasing prices on the recyclables market. Catalytic converter thefts are on the rise because individuals are incentivized to commit catalytic converter thefts for multiple reasons including the ease and undetectable nature of committing these thefts, potentially in a matter of seconds. An individual can remove a catalytic converter very quickly using hand tools, and typically sell the stolen item for hundreds of dollars at scrap metal yards.

Catalytic converter thefts continued to grow in 2022 with some estimates showing nearly 26,000 thefts nationwide in just the first half of this year. Under existing ordinances law enforcement is unable to make arrests of individuals in possession of catalytic converters, even if they suspect the items are stolen.

Recently, another Southern California city passed a local ordinance making it a violation of their Municipal Code and citable for up to $1,000 for possession of a catalytic converter. Staff would like the Council to consider the creation of an ordinance making possession of a catalytic converter a violation of the Lawndale Municipal Code.

LEGAL REVIEW

The City Attorney has reviewed the proposed resolution and approves it as to form.

FISCAL IMPACT

There is no fiscal impact associated with the introduction of the proposed ordinance.

RECOMMENDATION

Staff recommends that the City Council direct staff to draft an ordinance making the possession of a catalytic converter a violation of the Lawndale Municipal Code.

CITY OF LAWNDALE

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

DATE: July 18, 2022

TO: Honorable Mayor and City Council

FROM: Sean M. Moore, City Manager

PREPARED BY: Michael Reyes, Municipal Services Director

SUBJECT: **Coyote Management Update**

BACKGROUND

Coyotes are native to California and several other western states. Due to their intelligence, adaptability, the decline of larger animals and urban sprawl, coyotes have successfully expanded their range. They are now found in all states except Hawaii and have successfully established themselves in every urban ecosystem across North America. While the City of Lawndale places a high value on wildlife, this species proximately to urban centers can create problems for the people living here. This report will give an overview of coyotes, the laws governing interaction with wildlife and available options for a symbiotic co-existence between people and coyotes.

STAFF REVIEW

Coyotes are smaller predatory animals weighing between 15-40 pounds with gray-brown or yellow-gray fur, with sections of white fur around their throats and bellies. Coyotes may live alone, in pairs, or in family groups with one breeding pair, generally mating once a year, usually January through February.

Due to their adaptability coyotes have been able to increase their population and now thrive in all types of climates and environments. There are more coyotes now than any time in our history, just as there are more people than any time in history, leading to more frequent encounters between coyotes and people.

Residents are encouraged to take the following steps to mitigate coyote presence in Lawndale.

1) Reduce access to food. Residents should make sure to secure all pet food indoors or in sealed containers if left outside. Uneaten pet food should be disposed of immediately.
2) Trash should be secured so the coyotes are not attracted to the smell of food. Residents should also remove dead and rotting fruits that have fallen into their yards from trees, as this can also be an attractant.
3) Reduce habitable space for coyotes by keeping all parts of your home free from debris and excess clutter. Hidden, unused spaces in backyards and commercial areas can become lairs for coyotes to shelter.
4) Reduce potential exposure of pets. Pets are a normal part of an urban landscape and to urban coyotes they are considered a potential food source. Small dogs and cats should be kept indoors or closely monitored when outside.

5) Additional lighting may also deter coyotes as it limits their ability to move stealthily.

Hazing and Behavioral Change

To safely coexist with humans, it's important to modify coyote behavior and attitude in resident coyote populations. Hazing, which is also referred to as "fear conditioning" is the process that facilitates this change and is by necessity a community response to negative encounters with coyotes.
The goals of hazing are to:

1) Reshape coyote behavior to avoid human contact in an urban setting.
2) Give residents tools to actively engage in reshaping coyote behavior and to support feeling safe in their parks and neighborhoods.
3) Model hazing behavior and share accurate information about coyotes with other residents, friends and family.

Hazing Methods

Hazing methods include any process that employs immediate use of deterrents to move an animal out of an area or discourage an undesirable behavior or activity.

Examples of Hazing include:
1) Making loud noises to scare coyotes away
2) Spraying coyotes with water
3) Throwing objects in the direction of coyotes
4) Raising arms and waving hands to appear intimidating and larger

Hazing should not injure any animals or humans, and should not damage property.

Messaging and Education

Lawndale's strategy for managing coyotes is based on balancing respect and protection for wildlife and their habitats without compromising public safety. Education is the key to having residents make appropriate decisions regarding their safety, and the safety of their property and pets.

Animal Control Staff will regularly post signage warning Lawndale residents of potential coyote presence in areas where coyotes have been reported. Currently there are very few reports of coyote sightings.

Trapping of Coyotes

According to California State laws, coyotes are considered "non-game wildlife", therefore any resident can initiate, at their own expense, action to protect themselves and their property from coyote attacks, including trapping. Residents have the ability to initiate, at their own expense, trapping and removal of coyotes. However, a private trapper must be certified/licensed by the State of California, and this should only be done when it has been verified by the City that an "aggressive" coyote exists.

However, it is well documented that trapping, and the resulting euthanization of a coyote is not an effective methods of reducing coyote presence or populations. Additionally, relocation of trapped coyotes is forbidden in California, as coyotes like all wildlife carry parasites and bacteria that are unique to the environment where they come from.

Overall, the Lawndale Animal Control Department receives very few calls regarding coyotes, and often these calls are merely sightings. There have been no documented cases of a coyote attack on a human in the history of Lawndale, and Animal Control Officers are only aware of a few coyotes within the City limits.

LEGAL REVIEW

The City Attorney has reviewed the proposed resolution and approves it as to form.

FISCAL IMPACT

The Coyote Management Update has no fiscal impact.

RECOMMENDATION

Staff recommends that City Council receive and file this staff report regarding the Coyote Management Update.

Back to Agenda

CITY OF LAWNDALE

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

DATE: July 18, 2022

TO: Honorable Mayor and City Council

FROM: Sean M. Moore, City Manager

PREPARED BY: Michael Reyes, Municipal Services Director

SUBJECT: **Update on Commercial Vehicle Parking on Prairie Ave.**

BACKGROUND

The City of Lawndale is bordered on the Eastern edge by Prairie Ave. travelling north from Redondo Beach Blvd. and continuing until Rosecrans Ave. The street is divided at the median between Lawndale on the Westside of the median, and Los Angeles County property on the Eastside of the median. Enforcement of parking violations on the Eastside of the median are handled by the Los Angeles County Sheriff's department and Los Angeles County Parking Enforcement.

STAFF REVIEW

Recently some Lawndale residents who live on Prairie Ave. made staff aware that a large number of semi-trucks and commercial vehicles are regularly parking along the Eastside of Prairie Ave. These vehicles are creating a disturbance for Lawndale residents as they are left running all weekend to keep refrigerated cargoes cool, and creating exhaust and pollution concerns for the homes along the Westside of Prairie Ave.

Signage along the Eastside of Prairie Ave. only restricts parking of vehicles on this street from Monday through Friday, meaning that there are no restrictions for parking of vehicles on weekends, which is when the majority of the concerns for Lawndale residents are occurring.

At the direction of the City Manager, MSD staff reached out to Los Angeles County Supervisor Holly Mitchell's Office and communicated with the Deputy for Constituent Engagement Ana An. Through Mrs. An, we were able to connect with Ron Matsuoka, Senior Civil Engineer for LA County Public Works, and Les Green, LA County Parking Enforcement Supervisor. Unfortunately we were told there was not much that could be done as the vehicles were only restricted to parking in this area between Monday through Friday, and that no restrictions of commercial vehicle parking existed.

However, the City Manager suggested that we create a notification letter to be placed onto windshield of the parked vehicles advising that enforcement of parking would begin on Prairie Ave to address noise violations and other violations. (Attachment 1)

Weekend staff was advised to place these Warning Notices onto the windshield of all vehicles observed parked on this street. This was followed up by LASD deputies issuing parking violations to all commercial vehicles that were still parked on Prairie Ave on Monday morning.

The warning notices combined with the early morning enforcement efforts of the Sheriff's Department led to a number of Los Angeles County parking citations being issued. Consequently, the number of commercial vehicles occupying this area has fallen considerably. Weekend staff continue to place this Warning Notices onto commercial vehicle and semi-truck windshields, but there are at this time almost no commercial vehicles being left in this area on weekends.

LEGAL REVIEW

The City Attorney has reviewed the proposed staff report and approves it as to form.

FISCAL IMPACT

There is no fiscal impact to the City due to the Commercial Vehicle Update on Prairie Ave.

RECOMMENDATION

Staff recommends that City Council receive and file the Commercial Vehicle Update on Prairie Ave.

Advisory Warning to Commercial Vehicles Parking on Prairie Ave.

It has recently come to our attention that commercial vehicles and semi-trucks with attached trailers have been parking on Prairie Ave between Redondo Beach Blvd. and Manhattan Beach Blvd. for extended periods of time. Further, the City has been made aware that these vehicles have been left unattended for 48 hours or more, and in some cases have left refrigeration units running and engines idling creating a noise ordinance violation to residents living on Prairie Ave.

8.20.050 Sound-producing vehicles at night.

No person shall operate, drive, park or leave standing upon any public street after eight p.m. and before eight a.m. of the following morning any vehicle while the vehicle is producing any artificially created sound by the use of bells, chimes, sound amplifiers, music or music recordings, or any other type of artificial sound-producing device of any kind, nature or description. (Prior code § 14-92)

Please be advised that the City of Lawndale has been cooperating with County of Los Angeles Parking Enforcement to ensure that enforcement will be commencing immediately to address any and all parking violations occurring in this area, in violation of posted signage and local ordinances. To avoid penalties and fines, the City of Lawndale strongly urges all commercial and semi-truck owners to find new parking outside of this area.

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

DATE: July 18, 2022

TO: Honorable Mayor and City Council

FROM: Cynthia Rodriguez, Administrative Assistant II

SUBJECT: Mayor/Councilmember Report of Attendance at Meetings and/or Events

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

Back to Agenda

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PHONE (310) 973-3200 ♦ www.lawndalecity.org

DATE: July 18, 2022

TO: Honorable Mayor and City Council

FROM: Cynthia Rodriguez, Administrative Assistant II

SUBJECT: The City Council will conduct a closed session, pursuant to Government Code sections 54956.9(d)(1) for the matter entitled Rancho Palos Verdes, et al. v. Rob Bonta, et al, LASC Case No. 22STCP02369.

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