



CITY OF LAWDALE

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

AGENDA LAWDALE CITY COUNCIL REGULAR MEETING Monday, October 3, 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. **PUBLIC SAFETY REPORT**
 - a. LA County Sherriff's Department Update
 - b. LA County Fire Department Update
- D. **ORAL COMMUNICATIONS - ITEMS NOT ON THE AGENDA** (Public Comments)
- E. **COMMENTS FROM COUNCIL**
- F. **CONSENT CALENDAR**

Items 1 through 3, will be considered and acted upon under one motion unless a City Councilmember removes individual items for further City Council consideration or explanation.

1. **Motion to read by title only and waive further reading of all ordinances listed on the Agenda**
Recommendation: that the City Council approve.
2. **Accounts Payable Register**

Recommendation: that the City Council adopt Resolution No. CC-2210-048 authorizing the payment of certain claims and demands in the amount of \$773,165.68

3. **Minutes of the Lawndale City Council Regular Meeting – September 19, 2022**

Recommendation: that the City Council approve.

G. **PUBLIC HEARING**

4. **Recommendation of Increase to Bail Amounts for Handbill Distribution by Commercial Businesses; approval of Resolution No. CC-2209-047 amending the City's Fine Schedule; introduction and first reading of Ordinance No. 1191-22 amending the Municipal Code penalties for unlawful handbill distribution.**

Recommendation: that the City Council (a) introduce, approve, and read by title only (waiving further reading) Ordinance No. 1191-22 to increase penalties for violations of Chapter 8.90 of the Municipal Code; and (b) Approve Resolution No. CC-2209-047 amending the City's Fine Schedule to increase the citation amounts for non-permitted handbill distribution.

H. **ADMINISTRATION**

5. **Update at request of City Council for additional information regarding the use of E-bikes and electronic scooters in the City of Lawndale**

Recommendation: that the City Council receive and file this report.

6. **Update on Enforcement of Noise Violations Due to Modified Vehicle Exhaust Systems**

Recommendation: that the City Council receive and file this report.

7. **Update on Fireworks Reporting**

Recommendation: that the City Council receive and file this report.

8. **American Rescue Plan Act funds Use Update**

Recommendation: that the City Council provide guidance and direction.

9. **Third Amendment to the Contract Services Agreement for Staff Augmentation with W.G. Zimmerman Engineering, Inc.**

Recommendation: that the City Council approve the Third 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 \$40,560.

I. **CITY MANAGER REPORT**

J. **ITEMS FROM CITY COUNCILMEMBERS**

10. **Mayor/City Councilmembers Report of Attendance at Meetings and/or Event**

K. **ADJOURNMENT**

The next regularly scheduled meeting of the City Council will be held at 6:30 p.m. on Monday, October 17, 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 October 3, 2022 was posted not less than 72 hours prior to the meeting.

Cynthia Rodriguez, Administrative Assistant



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

DATE: October 3, 2022
TO: Honorable Mayor and City Council
FROM: Cynthia Rodriguez, Administrative Assistant II 
SUBJECT: Motion Pertaining to the Reading of Ordinances

BACKGROUND

California Government Code reads, in part, as follows:

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

RECOMMENDATION

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

RESOLUTION NO. CC-2210-048

**A RESOLUTION OF THE CITY COUNCIL
OF THE CITY OF LAWNSDALE, CALIFORNIA
AUTHORIZING CERTAIN CLAIMS AND DEMANDS
IN THE SUM OF \$773,165.68**

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

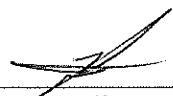
SECTION 1. That in accordance with Sections 37202 and 37209 of the Government Code, the Director of Finance, as certified below, hereby attests to the accuracy of these demands and to the availability of funds for the payment thereof.

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 203242 through 203307 for the aggregate total of \$773,165.68 are hereby authorized.

Effective Date: October 3rd, 2022

Approved by:



Hrant Manuelian, Director of Finance

PASSED, APPROVED AND ADOPTED this 3rd day of October, 2022.

Robert Pullen-Miles, Mayor

ATTEST:

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

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-2210-048 at a regular meeting of said Council held on the 3rd day of October, 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	
9/15/2022	203242	203267	92,870.63	
9/15/2022	203268	203268	9,835.55	
9/22/2022	203269	203305	670,154.50	
9/22/2022	203306	203307	305.00	
Total Checks			773,165.68	

Check# 203297 & 203302 reissuances of previously approved check# 203021 & 202987.

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			773,165.68

Check Register Report

Date: 09/15/2022
Time: 9:35 am
Page: 1

BANK: WELLS FARGO BANK N.A

City of Lawndale

Check Number	Check Date	Status	Void/Stop Date	Vendor Number	Vendor Name	Check Description	Amount
WELLS FARGO BANK N.A Checks							
203242	09/15/2022	Printed		4185-WEST	AMERICAN STRUCTURAL PEST	CITY HALL & MSD - QUARTERLY	874.00
203243	09/15/2022	Printed		2207	ASAP SIGN & BANNER, LLC	2 BANNERS: CLEAN UP WEEK	423.21
203244	09/15/2022	Printed		0218	DEPARTMENT OF JUSTICE	FINGERPRINTING APPS(1)-JUL-22	32.00
203245	09/15/2022	Printed		7971	EAN SERVICES, LLC	CAR RENTALS- JULY 4TH FIREWORK	1,190.42
203246	09/15/2022	Printed		1022	GLADWELL GOVERNMENTAL SVC INC	ELECTION MANAGEMENT CONSULTING	1,170.00
203247	09/15/2022	Printed		0441	GOLDEN STATE WATER CO.	WATER USAGE SERVICES	12,591.11
203248	09/15/2022	Printed		0283	HINDERLITER, DE LLAMAS & ASSOC	CONTRACT/AUDIT SVCS	1,293.72
203249	09/15/2022	Printed		7969	DAVID KOK LAI	RES. PROPERTY REPORT REFUND	240.00
203250	09/15/2022	Printed		7940	MARIPOSA LANDSCAPES, INC	MAIN LINE IRRIGATION EMERGENCY	1,266.23
203251	09/15/2022	Printed		6445	MICHAEL BAKER INTL, INC	CDBG CONSULTING SERVICES -	5,770.00
203252	09/15/2022	Printed		6428	MINUTEMAN PRESS OF GARDENA	2022/23 BUDGET BOOKS	811.29
203253	09/15/2022	Printed		1140	PACIFIC TIRE SERVICE	TIRE REPAIR VEH#499	35.00
203254	09/15/2022	Printed		6326	PACKAGE PRODUCTS & SERVICES IN	OPRA E-DISPATCH ADD ON MODULE	2,011.15
203255	09/15/2022	Printed		5068A	QUADIENT FINANCE USA INC	CITY HALL POSTAGE USAGE-	6,127.56
203256	09/15/2022	Printed		5088	QUADIENT LEASING USA, INC	MAIL MACHINE LEASING SERVICES	712.16
203257	09/15/2022	Printed		6193	RAMCO REFRIGERATION &	FREEZER REPAIR AT CSD	791.11
203258	09/15/2022	Printed		5895	RICOH USA INC	USAGE CHARGES FOR COPIERS-	2,877.04
203259	09/15/2022	Printed		7906	RKA CONSULTING GROUP	SIGN REPLACEMENT PROJ FY21-22	10,627.50
203260	09/15/2022	Printed		6034	SOUTH COAST MECHANICAL INC	HVAC REPAIR @ COMMUNITY CENTER	2,477.36
203261	09/15/2022	Printed		0439	SOUTHERN CALIFORNIA EDISON CO.	UTILITIES ELECTRICITY	23,499.75
203262	09/15/2022	Printed		0440	SOUTHERN CALIFORNIA GAS CO.	UTILITY GAS CHARGES	1,052.68
203263	09/15/2022	Printed		5956	SUPERCO SPECIALTY PRODUCTS	GRAFFITI SUPPLIES	495.83
203264	09/15/2022	Printed		3672-PWD	U.S. BANK	CREDIT CARD PAYMENT	1,644.88
203265	09/15/2022	Printed		6850	ULTIMATE MAINTENANCE SVCS INC	DEEP CLEANING, DISINFECTING &	11,575.00
203266	09/15/2022	Printed		3373	VERIZON WIRELESS	M2M ACCOUNT SHARE DATA LINE	25.02
203267	09/15/2022	Printed		3373	VERIZON WIRELESS	DESK & CELL PHONES SERVICE	3,456.61
Total Checks: 26							92,870.63

Total Payments: 26

Total Payments: 26

Checks Total (excluding void checks):

Bank Total (excluding void checks):

Grand Total (excluding void checks):

Check Register Report

Date: 09/15/2022
Time: 10:26 am
Page: 1

BANK: WELLS FARGO BANK N.A

City of Lawndale

Check Number	Check Date	Status	Void/Stop Date	Vendor Number	Vendor Name	Check Description	Amount
WELLS FARGO BANK N.A Checks							
203288	09/15/2022	Printed		0219	COUNTY OF LA DEPT OF PUBLIC WK	TRAFFIC SIGNAL MAINTENANCE -	9,835.55
				Total Checks: 1		Checks Total (excluding void checks):	9,835.55
				Total Payments: 1		Bank Total (excluding void checks):	9,835.55
				Total Payments: 1		Grand Total (excluding void checks):	9,835.55

Check Register Report

Date: 09/21/2022
Time: 3:50 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							
203269	09/22/2022	Printed		1541	ALESHIRE & WYNDER, LLP	LEGAL SERVICES - AUG. 2022	3,763.56
203270	09/22/2022	Printed		7660	ARAMSCO INC	CUSTODIAL SUPPLIES	977.32
203271	09/22/2022	Printed		7977	ARIAS GENERAL CONSTRUCTION INC	PLANNING DEPOSIT REFUND	1,370.54
203272	09/22/2022	Printed		0372C	AT & T - CALNET3	PHONE CHARGES	983.70
203273	09/22/2022	Printed		1315	AVALON ROOFING INC.	DEMOLITION DEPOSIT REFUND	316.50
203274	09/22/2022	Printed		7836	BUCKNAM INFRASTRUCTURE GROUP	PAVEMENT MGMT SYSTEM -	95.00
203275	09/22/2022	Printed		7223	CHRISTINA CARROLL	PRSSC MEETING STIPEND	50.00
203276	09/22/2022	Printed		7342	GEORGE A. JR CLARK	PLANNING DEPOSIT REFUND	1,499.47
203277	09/22/2022	Printed		0615	CLEANSTREET, LLC	STREET SWEEPING CITYWIDE	29,316.65
203278	09/22/2022	Printed		0218	DEPARTMENT OF JUSTICE	FINGERPRINTING APPS(1)-AUG-22	32.00
203279	09/22/2022	Printed		7795	DICK WAGONER MUFFLER & AC	AC SERVICE REPAIR VEH#482	260.89
203280	09/22/2022	Printed		7966	DYCKMAN	CONS DEMO DEPOSIT REFUND	3,900.00
203281	09/22/2022	Printed		7973	CAMERON ESQUIVEL	PLANNING DEPOSIT REFUND	1,282.87
203282	09/22/2022	Printed		1288	EWING IRRIGATION PRODUCTS INC	IRRIGATION PARTS	1,094.93
203283	09/22/2022	Printed		7975	DANIELLA FIALLOS	CLASS FEE REFUND	50.00
203284	09/22/2022	Printed		7976	HAYDE FRANCO	PLANNING DEPOSIT REFUND	1,385.49
203285	09/22/2022	Printed		7978	GLASSMAN PLANNING ASSOCIATES	PLANNING DEPOSIT REFUND	850.83
203286	09/22/2022	Printed		6231	GREENLAND SUPPLY INC.	IRRIGATION PARTS	305.17
203287	09/22/2022	Printed		7974	BROOKE HARMS	PLANNING DEPOSIT REFUND	417.27
203288	09/22/2022	Printed		7486	HAWTHORNE ELECTRIC SUPPLY	BALLAST FOR CSD	30.87
203289	09/22/2022	Printed		7980	THOMAS HEISE	CONS DEMO DEPOSIT REFUND	780.00
203290	09/22/2022	Printed		3377	HF & H CONSULTANTS, LLC	SOLID WASTE CONSULTING SERVICE	13,415.40
203291	09/22/2022	Printed		0308	LOS ANGELES COUNTY	PUBLIC SAFETY SERVICES -	532,211.24
203292	09/22/2022	Printed		7940	MARIPOSA LANDSCAPES, INC	IRRIGATION EMERGENCY REPAIR	2,865.62
203293	09/22/2022	Printed		7308	JESSICA MARTINEZ	PRSSC MEETING STIPEND	50.00
203294	09/22/2022	Printed		7972	ERICKA MILLER-EASTMAN	PLANNING DEPOSIT REFUND	1,790.54
203295	09/22/2022	Printed		7890	ODP BUSINESS SOLUTIONS LLC	OFFICE SUPPLIES	1,139.53
203296	09/22/2022	Printed		7979	MAYRA PADILLA	PLANNING DEPOSIT REFUND	1,273.86
203297	09/22/2022	Printed		7938	ASTRID PAZ	CLASS FEE REFUND	48.00
203298	09/22/2022	Printed		2193-A	SOUTH BAY FORD FLEET & TRUCKS	INSPECTION & COMPRESSION TEST	2,673.63
203299	09/22/2022	Printed		0346	SPARKLETT'S	BOTTLE WATER SERVICE-	496.19
203300	09/22/2022	Printed		7752	TORRANCE AUTO REPAIR	VEHICLE MAINTENANCE	519.73
203301	09/22/2022	Printed		2883	UNDERGROUND SERVICE ALERT SC	DIG ALERT TICKETS& MAINT. FEE	102.75
203302	09/22/2022	Printed		4526	URBAN RESTORATION GROUP	GRAFFITI SUPPLIES	1,660.68
203303	09/22/2022	Printed		0480	VISTA PAINT	GRAFFITI PAINT SUPPLIES	584.27
203304	09/22/2022	Printed		7794	W.G. ZIMMERMAN ENGINEERING INC	ENGINEERING STAFF SERVICES -	62,510.00
203305	09/22/2022	Printed		6697	DANIEL T WOODS	PRSSC MEETING STIPEND	50.00

Total Checks: 37 **Checks Total (excluding void checks): 670,154.50**

Total Payments: 37 **Bank Total (excluding void checks): 670,154.50**

Total Payments: 37 **Grand Total (excluding void checks): 670,154.50**

Check Register Report

Date: 09/21/2022
Time: 5:41 pm
Page: 1

BANK: WELLS FARGO BANK N.A

City of Lawndale

Check Number	Check Date	Status	Void/Stop Date	Vendor Number	Vendor Name	Check Description	Amount
WELLS FARGO BANK N.A Checks							
203306	09/22/2022	Printed		6608	BELLGIO CAR WASH	CAR WASH - JUNE 2022	55.00
203307	09/22/2022	Printed		7147	WEST COAST FIRE PROTECTION	SEMI-ANNUAL INSPECTION - CSD	250.00
				Total Checks: 2			305.00
				Total Payments: 2			305.00
				Total Payments: 2			305.00

**MINUTES OF THE
LAWNDALDE CITY COUNCIL REGULAR MEETING
September 19, 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, Councilmember Sirley Cuevas

Other Participants: City Clerk Erica Harbison, City Manager Sean M. Moore, City Attorney Greg Murphy, Assistant City Clerk Yvette Hall, Los Angeles County Sheriff's Department Lieutenant Jose Salgado, Manager of Community Development Jared Chavez, Community Services Director Mike Estes, Municipal Services Director Michael Reyes, Finance Director Hrant Manuelian, Interim Public Works Director Ahmad Ansari

B. CEREMONIALS

Councilmember Cuevas led the flag salute and Pastor Jeffrey M. Lewis with New Antioch Church of God in Christ provided the inspiration.

C. PUBLIC SAFETY REPORT

Los Angeles County Sheriff's Department Lieutenant Salgado summarized the recent law enforcement activities.

Sergeant Ricky Osburn introduced new motorcycle officer, Deputy Rodriguez.

Deputy Edwardo Rodriguez provided background information on his experience with the Los Angeles County Sheriff's Department.

Councilmember Cuevas requested a monthly data report on crimes reported and arrests.

Lieutenant Salgado responded he will provide a monthly crime report.

Mayor Pro Tem Hofmann Gorman commended Los Angeles County Sheriff's Department for locating the vehicle involved in the fatal bicyclist hit and run incident. Mayor Pro Tem Hofmann Gorman spoke about safety concerns with the youth on electric bicycles and spoke about vehicles with loud exhausts. Mayor Pro Tem Hofmann Gorman inquired if the Lawndale Service Station receives reports on the subjects.

Lieutenant Salgado responded the two concerns are important and he will review them further to educate the youth and their parents about riding electric bicycles. Lieutenant Salgado added he is not aware of any reports and noted enforcement can be applied to both matters by the new motorcycle officer.

Mayor Pullen-Miles commended Lieutenant Salgado and Los Angeles County Sheriff's Department on the investigated work to locate the vehicle that fled the hit and run incident.

Deputy Edwardo Rodriguez noted Detective Garcia and other deputies were working steadily to gather information.

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

Michelle Pino, Lawndale Library Manager, reported California state park passes are available at the library and commended Councilmember Cuevas for her donation to the Lawndale library for programs.

Elena Meloni, Executive Director of New Star Family Justice Center, provided information on the services the domestic violence agency provides.

Marilyn Sanabria, Program Director of New Star Family Justice Center, provided information on the various services and resources available at New Star Family Justice Center.

Randall Abram, Resident, spoke about the organizations providing late or incomplete fireworks financial reports.

Samuel Cruz, Resident, spoke about his concerns with gang related shootings and graffiti in the City and insufficient surveillance from Los Angeles County Sheriff Deputies. Mr. Cruz reminded all residents to register and vote in the November 8th General Municipal Election.

E. COMMENTS FROM COUNCIL

The City Council responded generally to the public comments.

Councilmember Kearney commended everyone for speaking. Councilmember Kearney inquired if the City can bring on additional Sheriff Deputies.

City Manager Moore responded that the budget has been adopted and there are vacancies within the Sheriff's Department, however, he will keep the City Council updated on this matter.

Councilmember Kearney inquired if staff is reviewing the financial reports submitted by the fireworks organizations for compliance.

City Manager Moore responded that the Finance Director is completing audits of the fireworks organizations to determine if they comply with the Lawndale Municipal Code.

Councilmember Suarez commended everyone for speaking. Councilmember Suarez requested that the fireworks report forms be updated and that staff provide a training session for the organizations.

Councilmember Cuevas inquired that she would like to know which fireworks organization did not provide financial reports and requested staff to review safety information for e-bikes.

Municipal Services Director Reyes inquired if staff should provide information on scooters as well. Councilmember Cuevas concurred.

Mayor Pro Tem Hofmann Gorman concurred with Mr. Abram's and Councilmember Suarez comments regarding the firework's organizations.

Mayor Pullen-Miles commended everyone for speaking. Mayor Pullen-Miles noted he will visit the New Star Family Justice Center.

F. CONSENT CALENDAR

1. Biennial Review of the City's Conflict of Interest Code

Recommendation: that the City Council authorize the City Manager to execute the 2022 Local Agency Biennial Notice no later than October 3, 2022, finding that an amendment is required to the City's Conflict of Interest Code.

2. Accounts Payable Register

Recommendation: that the City Council adopt Resolution No. CC-2209-045 authorizing the payment of certain claims and demands in the amount of \$221,183.80

3. Minutes of the Lawndale City Council Regular Meeting – September 6, 2022

Recommendation: that the City Council approve.

A motion by Councilmember Suarez to approve the Consent Calendar was seconded by Councilmember Kearney and carried by a vote of 5-0.

G. ADMINISTRATION

4. Notice of Completion - FY 2020-21 Annual Street Improvements Project (Project No. 2021-7 & 2021-8)

Recommendation: that the City Council a) accept the project completion by Sequel Contractors Inc., for the FY 2020-21 Annual Street Improvements Project (CDBG and SB1 FY 2020-21) and b) authorize staff to file the notice of completion with the Los Angeles County Registrar-Recorder County Clerk's Office for the FY 2020-21 Annual Street Improvements Project.

Interim Public Works Director Ansari provided the staff report for the Notice of Completion - FY 2020-21 Annual Street Improvements Project (Project No. 2021-7 & 2021-8).

A motion was made by Councilmember Kearney to accept the project completion by Sequel Contractors Inc., for the FY 2020-21 Annual Street Improvements Project (CDBG and SB1 FY 2020-21) and authorize staff to file the notice of completion with the Los Angeles County Registrar-Recorder County Clerk's Office for the FY 2020-21 Annual Street Improvements Project. Councilmember Suarez seconded the motion which carried by a vote of 5-0.

5. 2022 Pavement Management Program Update and Presentation Prepared by Bucknam Infrastructure Group, Inc.

Recommendation: that the City Council a) approve the Final Report of the 2022 Pavement Management Program (PMP) Update and b) adhere to the City's goal of achieving a Pavement Condition Index (PCI) of 80 by FY 2027.

Interim Public Works Director Ansari introduced Peter Bucknam of Bucknam Infrastructure Group, Inc. to provide the 2022 Pavement Management Program Update and Presentation.

Peter Bucknam provided the presentation for the 2022 Pavement Management Program Update.

Councilmember Suarez inquired if the City will have to budget annually for the improvements.

Mr. Bucknam responded there are various options for the PCI Budget schedule.

Councilmember Kearney inquired how much would the PCI percent increase by if the alleys are completed at 60.1%.

Mr. Bucknam responded that the PCI would increase by one or two points.

Mayor Pullen-Miles commended the City's road conditions.

A motion was made by Councilmember Kearney to approve the Final Report of the 2022 Pavement Management Program (PMP) Update and adhere to the City's goal of achieving a Pavement Condition Index (PCI) of 80 by FY 2027. Mayor Pro Tem Hofmann Gorman seconded the motion which carried by a vote of 5-0.

6. Adopt Resolution authorizing a Reward for Information Leading to the Arrest and Conviction of the Criminal Suspect in the August 28, 2022 Fatal Hit-and-Run Traffic Collision in the City of Lawndale

Recommendation: that the City Council a) adopt Resolution No. CC-2209-046 authorizing a reward in an amount up to \$10,000 for information leading to the arrest and conviction of the criminal suspect in the August 28, 2022 fatal hit-and-run traffic collision in the City of Lawndale; and b) authorize the Finance Director/City Treasurer to appropriate funds from account number 100-110-540.310 in an amount up to \$10,000 to pay such reward as may be appropriate, should a suspect be identified and convicted in this fatal hit-and-run traffic collision, within the requirements and timelines noted in this report and attachments.

City Manager Moore requested to withdraw item No. G6. due to the suspect's vehicle being discovered.

The City Council reached a unanimous consensus to withdraw item No. G6.

7. Agreement for Geographic Information System (GIS) Services

Recommendation: that the City Council approve the agreement with Lightbox.

Manager of Community Development Chavez provided the staff report for the Agreement for Geographic Information System (GIS) Services.

Councilmember Cuevas inquired if there is a fee for the GIS Service.

Manager of Community Development Chavez responded the fee is \$17,338 per year and is included in the Contract Services account budget.

A motion was made by Councilmember Cuevas to approve the agreement with Lightbox. Councilmember Kearney seconded the motion which carried by a vote of 5-0.

8. Revise 2021-2029 General Plan Housing Element Sixth Cycle Resolution as per State Department of Housing and Community Development's request

Recommendation: that the City Council approve revisions to Resolution No. CC-2022-004 adopting the Sixth Cycle General Plan Housing Element Update with HCD's required edits.

Manager of Community Development Chavez provided the staff report for the revision of the 2021-2029 General Plan Housing Element Sixth Cycle Resolution as per State Department of Housing and Community Development's (HCD) request.

City Manager Moore commented that during his long time experience with HCD, this is the first time that this level of review has been done by HCD.

Manager of Community Development Chavez added that there is only one city from the South Bay Cities that has been certified by HCD.

A motion was made by Councilmember Suarez to approve revisions to Resolution No. CC-2022-004 adopting the Sixth Cycle General Plan Housing Element Update with HCD's required edits. Councilmember Kearney seconded the motion which carried by a vote of 5-0.

H. CITY MANAGER REPORT

City Manager Moore spoke about the recent encampment cleanup completed by Caltrans. City Manager Moore indicated that the Governor has lifted the COVID-19 Emergency Executive Orders and, as a result, staff will reach out to the restaurants with outdoor seating areas to request that the outdoor seating be removed by January 31, 2023.

Mayor Pullen-Miles commented the City should consider allowing businesses to retain the outdoor dining areas.

City Manager Moore indicated businesses can request a special use permit for outdoor dining and commented the City is flexible.

Councilmember Cuevas requested staff include the special use permit option on the notice to the businesses.

City Manager Moore responded that the notices will include the alternatives for the businesses.

I. ITEMS FROM CITY COUNCILMEMBERS

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

Councilmember Kearney attended one day at the League of California Cities 2022 Annual Conference & Exposition and the Attorney's Meet and Greet segment.

Councilmember Suarez attended the swearing ceremony for the newly elected Assemblymember for the 62nd District, Tina McKinnor. Councilmember Suarez attended the 8th Annual Environmental Justice Conference hosted by South Coast Air Quality Management District (AQMD).

Councilmember Cuevas attended the League of California Cities 2022 Annual Conference & Exposition and the City of Carson's Cajun & Blues White Linen Affair Dinner, City Cleanup Day and commended Olga Sierra Gonzalez, Blanca Cueva and the Beautification Committee. Councilmember Cuevas requested electric mobile signs be used for future advertising. Councilmember Cuevas requested staff provide a monthly report of the work related to homelessness efforts by staff.

Municipal Services Director Reyes responded that staff will provide a monthly report and he commented that staff helped a homeless woman by calling Projects for Assistance in Transition from Homelessness (PATH) for services.

Councilmember Cuevas requested that councilmembers occasionally attend the Youth Advisory Committee meetings for support and requested a financial report of the American Rescue Plan Act (ARPA) funds.

Mayor Pro Tem Hofmann Gorman attended the League of California Cities 2022 Annual Conference & Exposition, the Attorney's Meet and Greet segment, the swearing ceremony for the newly elected Assemblymember for the 62nd District, Tina McKinnor, and a meeting with Metro's Transportation Deputy of the Chair of Metro.

Mayor Pullen-Miles added the City Council is conducting meetings with as many Metro Board Members to voice the City's concerns regarding the Metro C-Line (Green) Extension to Torrance Project and attended the City of Hawthorne's Touch A Truck and Children's Book Fair, the League of California Cities 2022 Annual Conference & Exposition, and the swearing ceremony for the newly elected Assemblymember for the 62nd District, Tina McKinnor.

J. CLOSED SESSION

10. Conference with Legal Counsel – Anticipated Litigation

The City Council will conduct a closed session, pursuant to Government Code section 54956.9(d)(4), because the City is considering whether to initiate litigation in one case.

City Attorney Murphy indicated the Closed Session item has been canceled due to insufficient facts needed for a closed session.

K. ADJOURNMENT

There being no further business to conduct, the Mayor adjourned the meeting at 8:11 p.m.

Robert Pullen-Miles, Mayor

ATTEST:

Erica Harbison, City Clerk

Approved: / /2022

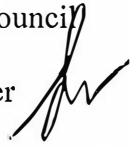


CITY OF LAWDALE

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

DATE: October 3, 2022

TO: Honorable Mayor and City Council

FROM: Sean M. Moore, City Manager 

PREPARED BY: Michael Reyes, Municipal Services Director 

SUBJECT: Recommendation of Increase to Bail Amounts for Handbill Distribution by Commercial Businesses; approval of Resolution No. CC-2209-047 amending the City's Fine Schedule; introduction and first reading of Ordinance No. 1191-22 amending the Municipal Code penalties for unlawful handbill distribution.

BACKGROUND

In 2021 the City Council approved the use of staff to issue Administrative Citations to residents and businesses that fail to operate in compliance with the Lawndale Municipal Code. The use of Administrative Citations has been very helpful in gaining compliance from violating parties, by giving Municipal Service Staff the ability to issue citations to property and businesses for ongoing violations. However in the case of some larger companies, the bail amounts are not sufficient enough to gain compliance from corporations that view these citations as a minimal expense, and accept the citations as the cost of doing business.

STAFF REVIEW

Since the introduction of Administrative Citations in 2021, the Municipal Services Department has issued more than one hundred citations for various violations in order to gain compliance from violating parties for all manner of violations. For the most part these citations have been successful in encouraging violating parties to comply with City ordinances, and have also saved the taxpayers money by avoiding costly legal fees associated with criminal prosecutions.

However, for some businesses, violating City ordinances, and absorbing the citation fees, are a sustainable means for them to operate. Businesses that rely on inexpensive advertising such as distributing handbills and leaving flyers on car windshields create a special nuisance for the City as they deposit tens of thousands of flyers, business cards, and handbills into the City which mostly end up in gutters, trash bins or on sidewalks leaving the City to look messy and cluttered.

For this reason, Staff is recommending that the citation bail amounts for businesses that are distributing handbills in the City are increased to an amount that will incite an immediate reaction to cease this practice. Existing bail amounts for first, second, and third offenses are currently at \$100, \$250, and \$500 respectively. Staff is recommending raising these amounts to \$500 for the first offense, \$750 for the second violation, and \$1,000 for the third offense.

LEGAL REVIEW

The City Attorney has reviewed the proposed resolution and approves it as to form. The City Attorney understands that the justification for the increased fines is tied directly to the inability of the current fine structure to achieve code compliance from the businesses being fined. The City Attorney further understands that individuals distributing handbills and leaving flyers on car windshields will not be subject to the increased fine structure. For these reasons, the City Attorney believes that the enhanced fine structure is supportable as a necessary means to achieve compliance from the subject businesses.

FISCAL REVIEW

Staff anticipates no added costs for this increase to bail amounts, and expects that these new bail amounts will in fact encourage compliance from larger companies that are illegally engaging in the distribution of handbills while creating a higher return for the City until such time as compliance is reached.

RECOMMENDATION

Staff recommends that the City Council approve this proposed bail amount increase as it applies to companies distributing handbills. Specifically, Staff recommends that the City Council:

1. Introduce, approve, and read by title only (waiving further reading) Ordinance No. 1191-22 to increase penalties for violations of Chapter 8.90 of the Municipal Code; and
2. Approve Resolution No. CC-2209-047 amending the City's Fine Schedule to increase the citation amounts for non-permitted handbill distribution.

The two items require separate motions and separate votes.

Attachments: Ordinance 1191-22

Amendment to Lawndale Municipal Code to Increase Citation Amounts for Non-Permitted Handbill Distribution

Resolution CC-2209-047

City Council Members Approval of Increase to Citation Amounts for Non-Permitted Handbill Distribution

ORDINANCE NO. 1191-22

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LAWNSDALE, CALIFORNIA,
AMENDING SECTION 8.90.040 (VIOLATIONS) OF CHAPTER 8.90 (UNLAWFUL
DISTRIBUTION OF HANDBILLS) OF TITLE 8 (HEALTH AND SAFETY) OF THE
LAWNSDALE MUNICIPAL CODE TO INCREASE THE PENALTIES FOR VIOLATIONS OF
THE CHAPTER**

WHEREAS, The City of Lawnsdale has made it unlawful for any person to throw, deposit, leave, place or to cause the throwing, depositing, leaving or placing of any commercial or noncommercial handbill or unsolicited newspaper on any property open to the public within the City including vehicle windshield; and

WHEREAS, the City of Lawnsdale therefore does not allow for the distribution of flyers and handbills within the City limits, unless permission to distribute materials has been granted by permit through the proper City channels and provides for a schedule of fines for violations of this prohibition; and

WHEREAS, the City has become aware that there are a number of large companies operating in neighboring cities that are distributing handbills within the City of Lawnsdale, and the existing fine amounts are not greater than the profits that these companies realize by illegally distributing handbills, making it difficult to discourage their illegal actions;

WHEREAS, the City has an interest in working within the allowable limits set by the State of California for code violation fines in order to discourage said illegal actions.

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

SECTION 1. Title 8, Chapter 8.90, Section 8.90.040 (Violations) is amended to read in its entirety as follows:

Any person violating the provisions of this chapter shall be subject to penalties in the amount of \$500 for the first violation, \$750 for the second violation, and \$1,000 for the third violation. Each day a violation of this chapter exists without correction shall constitute a new and separate violation punishable as a separate infraction, misdemeanor, and/or civil violation, as the case may be.

SECTION 2. If any section, subsection, sentence, clause, or phrase of this ordinance is for any reason held to be invalid or unconstitutional by a decision of any court of any competent jurisdiction, such decision shall not affect the validity of the remaining portions of this ordinance. The City Council hereby declares that it would have passed this ordinance, and each and every section, subsection, sentence, clause and phrase thereof not declared invalid or unconstitutional without regard to whether any portion of the ordinance would be subsequently declared invalid or unconstitutional.

SECTION 3. The City Clerk shall certify to the passage and adoption of this ordinance, and shall make a minute of the passage and adoption thereof in the records of and the proceedings of the City Council at which the same is passed and adopted. This ordinance shall be in full force and effect thirty (30) days after its final passage and adoption, and within fifteen (15) days after its final passage, the City Clerk shall cause it to be published in a newspaper of general circulation and shall post the same at the City Hall, the Lawndale Community Center and the United States Post Office, Lawndale Branch.

PASSED, APPROVED, AND ADOPTED this 3rd day of October, 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 duly introduced the foregoing Ordinance No. 1191-22 at its City Council meeting held on the 3rd day of October, 2022, and duly approved and adopted said ordinance at its regular meeting held on the 17th day of October, 2022, by the following roll call vote:

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

Erica Harbison, City Clerk

Date

APPROVED AS TO FORM:

Gregory M. Murphy, City Attorney

RESOLUTION NO. CC-2209-047

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAWNDAL, CALIFORNIA
ADOPTING AN INCREASE TO ADMINISTRATIVE CITATIONS FEES ISSUED TO
BUSINESSES FOR THE DISTRIBUTION OF HANDBILLS WITHOUT PERMISSION**

WHEREAS, Article XI, Section 7 of the California Constitution gives the City Council of the City of Lawndale authority to make and enforce regulations to protect the health, safety and welfare of the City's residents; and

WHEREAS, pursuant to Government Code Section 53069.4 (a)(1), the City Council may by ordinance make any violation of any ordinance enacted by the City Council subject to an administrative fine; and

WHEREAS, on August 17, 2020, the City Council adopted Ordinance No. 1174-20, establishing Chapter 1.11 of the Lawndale Municipal Code, which makes any violation of the Lawndale Municipal Code subject to an administrative fine or penalty; and

WHEREAS, the City Council has determined that there is a need to adopt an increase in fine amounts issued to businesses for the distribution of handbills.

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

SECTION 1. Pursuant to Title 1, Chapter 1.11 of the Lawndale Municipal Code the administrative fine schedule for municipal code violations shall be \$100 for the first violation, \$250 for the second violation, and \$500 for the third violation, except for violations of Chapter 8.90 of the Lawndale Municipal Code which shall begin at \$500 for the first violation, \$750 for the second violation, and \$1,000 for the third violation.

SECTION 2. The City Clerk Department shall certify to the passage and adoption of this resolution and enter it into the book of original resolutions

SECTION 3. This resolution shall take effect as of the date of its passage and adoption.

PASSED, APPROVED AND ADOPTED this 3rd day of October, 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-2209-047 at a regular meeting of said Council held on the 3rd day of October, 2022, by the following roll call vote:

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

Erica Harbison, City Clerk

APPROVED AS TO FORM:

Gregory M. Murphy, City Attorney

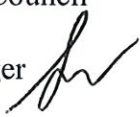


CITY OF LAWDALE

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

DATE: October 3, 2022

TO: Honorable Mayor and City Council

FROM: Sean M. Moore, City Manager 

PREPARED BY: Michael Reyes, Municipal Services Director 

SUBJECT: Update at request of City Council for additional information regarding the use of E-bikes and electronic scooters in the City of Lawndale.

BACKGROUND

At the September 19, 2022 City Council meeting, Mayor Pro Tem Rhonda Hofmann Gorman expressed concerns that she had received from residents regarding traffic and pedestrian hazards due to an increase of electronic bikes and motorized scooters within the City of Lawndale.

The Mayor Pro Tem stated that residents were worried that these motorized vehicles were being operated without proper safety equipment, and being improperly operated in areas in which they were not designed for. The Mayor Pro Tem requested information on the rules for use of electric scooters and E-bikes, and also requested information as to how law enforcement officers would be focusing on regulating these rules.

STAFF REVIEW

With so much emphasis being placed on traffic, pollution, and fuel prices, many people have moved towards electrically powered vehicles, which are compact, environmentally friendly, and economical. Electric scooters and E-bikes are designed for single person use as a means of transportation for individual riders to travel short distances quickly.

Electronic bikes or "E-bikes" are street legal in California, however riders do not need to have a license or registration in order to operate one on the road. A Department of Transportation approved helmet is required however for riders under 18 years of age, and only one person may operate an E-bike at a time. Passengers are not allowed. E-bikes are allowed to operate on highways with a posted speed limit of 30 MPH or less, and are not legally allowed to operate on sidewalks.

Electronic scooters are motorized scooters which do not need to be registered or have license plates, but the driver of an electric scooter must be at least 16 years old and have a driver's license. Anyone driving an electronic scooter must also wear a helmet if they are under 18 years of age. Electronic scooters are allowed to operate in both bike lanes and on city streets with a posted limit of 25 miles per hour or less. Neither E-bikes nor electronic scooters are legally allowed to operate on sidewalks

As both E-bikes and electronic scooters are newer means of transportation, the Sheriff's Department has not written many citations for violations of their use. However, the Sheriff's Department has been made aware of the concern to public safety and the potential to damage property as a result of the speed and misuse of both E-bikes and electronic scooters, and have notified deputies to issue citations to riders of both types of vehicles for any violations of the California Vehicle Code regarding the use of E-bikes and electronic scooters. Violations that deputies will be enforcing are to include operating these vehicles without a helmet, riding on sidewalks or other non-approved surfaces, and violations for excessive speed.

The Sheriff's Department will update the City Council at a future time to advise of their progress in enforcement of E-bike and electronic scooter use.

LEGAL REVIEW

The City Attorney has reviewed the proposed staff report and approves it as to form.

FISCAL IMPACT

There is no cost to the City of Lawndale as a result of these enforcement activities.

RECOMMENDATION

Staff recommends that City Council receive and file this staff report.



CITY OF LAWNDAL

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

DATE: October 3, 2022

TO: Honorable Mayor and City Council

FROM: Sean M. Moore, City Manager 

PREPARED BY: Michael Reyes, Municipal Services Director 

SUBJECT: **Update on Enforcement of Noise Violations Due to Modified Vehicle Exhaust Systems**

BACKGROUND

At the previously City Council meeting, the Mayor Pro Tem stated that she had concerns regarding noise caused from vehicles with modified or enhanced exhaust systems. She further stated that a number of residents had concerns with the noise levels caused by altered vehicle mufflers which were increasing noise pollution and disturbing the general well-being of residents in the City of Lawndale.

STAFF REVIEW

According to the California Vehicle Code (CVC) section 27150 (a) states every motor vehicle subject to registration shall at all times be equipped with an adequate muffler to prevent any excessive or unusual noise. The CVC section 27151 (a) further states that no person shall modify the exhaust system of a motor in a manner which will amplify or increase the noise emitted by the motor in excess of a sound level of 95 dbA (decibels) established by the Society of Automotive Engineers.

Staff acknowledges that some vehicle enthusiasts will make changes to their vehicles, including the alteration of their exhaust systems causing the engine to sound louder, in order to draw attention to themselves and their vehicles.

The Sheriff's Department has been made aware of concerns by the City Council about amplified noise caused by altered and modified muffler systems and will begin focused enforcement, actions, and efforts to issue citations to anyone operating in vehicles with modified exhaust systems.

LEGAL REVIEW

The City Attorney has reviewed the proposed Staff Report and approves it as to form.

FISCAL IMPACT

There are no additional costs for increased responsiveness by LASD for focused patrols on vehicles operating with enhanced or altered mufflers within the City of Lawndale.

City Council Meeting – October 3, 2022

Update on Enforcement of Noise Violations Due to Modified Vehicle Exhaust Systems

RECOMMENDATION

Staff recommends that City Council receive and file this Staff Report regarding Enforcement of Noise Violations Due to Modified Vehicle Exhaust Systems.

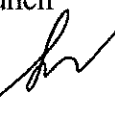


CITY OF LAWDALE

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

DATE: October 3, 2022

TO: Honorable Mayor and City Council

FROM: Sean M. Moore, City Manager 

PREPARED BY: Hrant Manuelian, Director of Finance/City Treasurer 

SUBJECT: Update on Fireworks Reporting

BACKGROUND

The City of Lawndale allows the sale of fireworks with a valid permit issued by the City. A maximum of eight (8) permits may be issued during any one calendar year. As per Lawndale Municipal Code Title 8 Chapter 8.12.040 there are several eligibility requirements in order to be issued a fireworks permit. Permit applications are to be turned in by the last business day for the City in the month of January. Incomplete application will be disqualified from the draw.

Organizations that sold fireworks during the calendar year shall submit to the city Finance Department an accounting of all proceeds from the sale of fireworks on or before September 1 of the same calendar year. In addition on or before November 30th of each calendar year, any organization desiring to sell fireworks shall also submit to the city Finance Department an accounting of expenditures of funds showing that the net revenue earned from the sale of fireworks were spent in the manner required by Section 8.12.050(C)(7)(a) of the Lawndale Municipal code. The failure to timely submit both the accounting of proceeds by September 1st and the appropriate financial expenditure report by November 30th will result in the automatic disqualification of the applicant from the next year's application process and any subsequent application process until the appropriate reports have been timely filed.

Each year after the receipt of the accountings from each organization, the City Manager shall select a minimum of two (2) accountings submitted to be audited by the Finance Department. The purpose of the audit is to allow city staff to verify that the sale proceeds were used in the manner required by Section 8.12.050(C)(7)(a). Should an organization fail to submit to an audit or fail to provide all documents necessary for city staff to complete the audit, the organization shall be barred from receiving a fireworks stand permit for a period of five (5) years thereafter. Should an audit reveal that an organization has not used its sales proceeds in the manner required by Section 8.12.050(C)(7)(a) or that the organization fails to meet the membership requirements set forth in Section 8.12.050(C)(7)(c), the organization shall be barred from receiving a fireworks stand permit for a period of five (5) years thereafter.

Section 8.12.050(C)(7)(a) states that not less than twenty-five percent of any net revenue earned from the sale of fireworks shall be spent in support of youth activities within the city, and not less than an additional twenty-five percent of any net revenues earned from the sale of fireworks shall be spent in support of youth activities and/or charitable projects within the City.

STAFF REVIEW

For calendar year 2022 there were a total of six fireworks permits issued to various non-profit organizations throughout the City. The first round of reports have all been submitted which is the accounting of all fireworks sales proceeds. We are in the process of reviewing these reports. Once we receive the second report showing the details of the expenditures we will be able to proceed with the audit. Per the Municipal code the City Manager may select at a minimum of two to perform audits on. Finance department will await decision from the City Manager as to which organizations will be audited. Finance will then proceed with the audit and work with the organizations in obtaining the required documentation. Once the audits have been completed and documented the results will be presented to City Council. As stated in the Municipal code any non-compliance or audit failures will result in subsequent permit application being denied and the organization barred for 5 years.

LEGAL REVIEW

Not applicable.

FISCAL IMPACT

Not applicable.

RECOMMENDATION

There is no recommendation with this item.



CITY OF LAWDALE

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

DATE: October 3, 2022

TO: Honorable Mayor and City Council

FROM: Sean M. Moore, City Manager 

PREPARED BY: Hrant Manuelian, Director of Finance/City Treasurer 

SUBJECT: American Rescue Plan Act funds Use Update

BACKGROUND

The Coronavirus State and Local Fiscal Recovery Funds (SLFRF) program, a part of the American Rescue Plan Act (ARPA), delivers \$350 billion to state, local, and tribal governments across the country to support their response to and recovery from the COVID-19 public health emergency. The city of Lawndale was allocated a total of \$7,748,138. The city received this in two tranches, the first in July 2021 and the second in July 2022. In order to track these funds the City created a new fund, the American Rescue Plan fund. All revenues and expenditures for this will be tracked within this fund.

In May 2021 the Department of Treasury issued the interim final rule which outlined the allowed uses of the SLERF and on January 27, 2022 the Treasury issued the Final Rule which adopted the interim final rule with amendments. This discussion will focus on the Final Rule and the major amendments that have a significant impact to the City of Lawndale.

The purpose of these funds is to provide state, local, and tribal governments with resources needed to respond to the pandemic and its economic effects and to build a stronger, more equitable economy during the recovery. Specifically ARPA provides that the SLERF funds may be used:

1. To respond to the public health emergency or its negative economic impacts, including assistance to households, small businesses, and nonprofits, or aid to impacted industries such as tourism, travel, and hospitality;
2. To respond to workers performing essential work during COVID-19 public health emergency by providing pay to eligible workers;
3. For the provision of government services to the extent of the reduction in revenue due to COVID-19 public health emergency relative to revenues collected in the most recent full fiscal year prior to the emergency; and
4. To make necessary investments in water, sewer, or broadband infrastructure.

In addition, Congress specified two types of ineligible uses of funds: funds may not be used for deposit into any pension fund or, for states and territories only, to directly or indirectly offer a reduction in net tax revenue resulting from a change in laws, regulation, or administrative interpretation.

The Final Rule offers a standard allowance for revenue loss of up to \$10 million, not to exceed a recipients SLERF award amount, allowing recipients to select between a standard amount of revenue

loss or complete a full revenue loss calculation. Recipients that select the standard allowance may use that amount for government services. The City of Lawndale elected to take the standard allowance for the entire \$7,748,138 that was allocated the City. Taking the standard allowance reduced the time and energy needed to calculate the actual revenue loss and also broadened what the City can spend the funds on. As such the City is allowed to spend the entire amount allocated, \$7,748,138 on government services.

The term government services is a very broad category and as such a definition was not provided by the Federal Government. Sections 602(c)(1)(C) and 603(c)(1)(C) of the ARPA provide recipients with broad latitude to use Fiscal Recovery Funds for the provision of government services. Government services can include, but are not limited to, maintenance or pay-go funded building of infrastructure, including roads; modernization of cybersecurity, including hardware, software, and protection of critical infrastructure; health services; environmental remediation; school or educational services; and the provision of police, fire, and other public safety services. The Treasury has acknowledged that this list is a non-exhaustive list. Treasury has clarified that generally speaking, services provided by the recipient government is “government services” under the final rule unless otherwise stated. The Treasury did state that the ARPA funds are not to be used for the repayment of debt service or replenishing financial reserves as these are not government service but rather the financing of such services. Similarly, ARPA funds may not be used to satisfy any obligation arising under or pursuant to a settlement agreement, judgement, consent decree, or judicially confirmed debt restructuring in a judicial, administrative, or regulatory proceeding, unless the judgement or settlement required the provision of government services.

March 3, 2021 is when you may begin to incur costs using SLSRF and costs must be obligated/appropriated by December 31, 2024 and must be liquidated/spent by December 31, 2026.

STAFF REVIEW

Staff is looking for guidance and suggestions from the Council as to how to spend these funds. In the FY 21-22 budget a total of \$132,000 was budgeted to upgrade the Audio/Video equipment in City Council chambers. This would be an allowable use of the funds. Other items that have come up for which the City needs to be able to provide government service are vehicles for the Municipal Services Department (MSD), Public Works Department (PWD), and City General Services. The MSD Department is in need of vehicles to be able to patrol the City and provide homeless relocation services, ensure that city ordinances are being followed and issue citations as appropriate. Vehicles, including a dump truck is needed in the PW Department for the crew to be able to provide repair and maintenance services throughout the City. Other items that have been brought up that need attention would be repairs to the roof, repairs to the PW yard gate and fence, repairs to the Community Center gate, and repairs to the Sheriff's station. All these items would be allowable expenditure as they fall under government services and/or public safety.

Staff is seeking additional input from Council regarding how to best use these funds.

LEGAL REVIEW

Not applicable.

FISCAL IMPACT

Not applicable.

RECOMMENDATION

There is no recommendation with this item, however staff is seeking guidance and direction from City Council.



CITY OF LAWDALE

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

DATE: October 3, 2022

TO: Honorable Mayor and City Council

FROM: Sean M. Moore, City Manager

PREPARED BY: Ahmad R. Ansari, P.E., Director of Public Works/City Engineer
Hrant Manuelian, Director of Finance

SUBJECT: **Approve the Third 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 professional engineering services in the amount of \$38,400. Subsequently, on July 18, 2022, the City Council approved the Second Amendment of the agreement with Zimmerman Engineering in the amount of \$72,000 in an effort to continue with the progress of the current projects.

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 thirty nine (39) days of staff augmentation to continue with the progress of the current critical projects up to November 30, 2022.

W.G. Zimmerman Engineering provided two engineers to fulfill the staffing needs, however, staff has recommended that going forward staffing be reduced to one engineer through the term of the agreement. On September 22, 2022, staff requested and received a proposal from W.G. Zimmerman Engineering to provide the cost for an additional thirty nine (39) days of professional engineering services, and received a proposal in the amount of \$40,560. 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.

LEGAL REVIEW

The Third Amendment to the Contract Services Agreement has been reviewed and approved as to form by the City Attorney.

FISCAL IMPACT

An appropriation of \$40,560 will be needed for this amendment. However, this will be offset by salary and benefit savings as noted below.

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:

Professional Services – General Fund, Engineering Division	\$5,443
Prop C – Salary & Benefit Savings	\$6,289
Prop C25 – Salary & Benefit Savings	\$8,385
Measure R (Local Return) – Salary & Benefit Savings	\$7,731
Measure M (Local Return) – Salary & Benefit Savings	\$5,635
SB 1 – Salary & Benefit Savings	\$7,077
Total Salary & Benefit Savings	\$40,560

RECOMMENDATION

Staff recommends that the City Council approve the Third 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 \$40,560.

ATTACHMENTS

1. Third Amendment to Contract Services Agreement for Staff Augmentation for the Public Works Department
2. Proposal dated September 22, 2022 from W.G. Zimmerman Engineering, Inc.

**THIRD AMENDMENT TO CONTRACT SERVICES AGREEMENT
FOR STAFF AUGMENTATION SERVICES FOR THE PUBLIC WORKS DEPARTMENT**

This THIRD AMENDMENT TO CONTRACT SERVICES AGREEMENT (the "Third Amendment") is made and entered into this 3rd day of October, 2022, by and between the CITY OF LAWNDALE, a municipal corporation (herein "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 "First Amendment to Contract Services Agreement for Staff Augmentation Services for the Public Works Department (the "First Amendment") on or about June 6, 2022, and

WHEREAS, City and Contractor entered into that certain "Second Amendment to Contract Services Agreement for Staff Augmentation Services for the Public Works Department (the "Second Amendment") on or about July 18, 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 the anticipated compensation which requires approval by the City Council, and

WHEREAS, it is the desire of the City and the Contractor to amend the Agreement as set forth in this Third Amendment.

AMENDMENT

NOW, THEREFORE, it is hereby agreed that the Agreement is amended as follows:

1. Section 2 of the Agreement (Compensation) is amended to increase the maximum contract by sum by forty thousand five hundred sixty dollars (\$40,560) to account for Staff Augmentation Services for the Public Works Department. The maximum contract sum will increase from One Hundred Twenty-Four Thousand and Eight Hundred dollars (\$124,800) to One Hundred Sixty-Five Thousand and Three Hundred Sixty dollars (\$165,360).

MISCELLANEOUS PROVISIONS

2. Other Terms Unchanged. Subject to the foregoing amendments, the remainder of the terms in the Agreement will remain the same and are hereby ratified.
3. 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 Third Amendment and to bind the parties to the performance of its obligations.
4. Counterparts, Facsimile or other Electronic Signatures. This Third 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 Third 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.
5. Severability. If any term, condition or covenant of this Third Amendment is declared or determined by any court of competent jurisdiction to be invalid, void or unenforceable, the remaining provisions of this Third Amendment will not be affected and the Third 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:

Robert Pullen-Miles, Mayor

ATTEST:

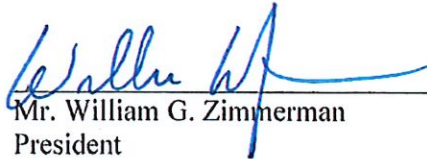
Erica Harbison, City Clerk

APPROVED AS TO FORM:
Burke, Williams & Sorensen, LLP

Gregory M. Murphy, City Attorney

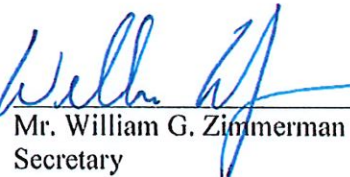
CONTRACTOR:
W.G. ZIMMERMAN ENGINEERING, INC.
a California Corporation

By:



Mr. William G. Zimmerman
President

By:



Mr. William G. Zimmerman
Secretary

Address: 7812 Edinger Avenue, Suite 302
Huntington Beach, CA 92647

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

CITY:

Robert Pullen-Miles, Mayor

ATTEST:

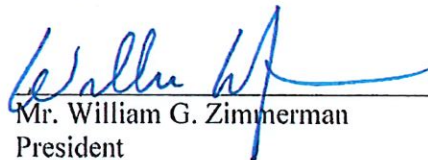
Erica Harbison, City Clerk

APPROVED AS TO FORM:
Burke, Williams & Sorensen, LLP

Gregory M. Murphy, City Attorney

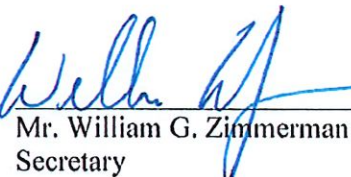
CONTRACTOR:
W.G. ZIMMERMAN ENGINEERING, INC.
a California Corporation

By:



Mr. William G. Zimmerman
President

By:



Mr. William G. Zimmerman
Secretary

Address: 7812 Edinger Avenue, Suite 302
Huntington Beach, CA 92647

September 22, 2022

Ahmad Ansari, P.E.
Interim City Engineer
City of Lawndale
14717 Burin Avenue
Lawndale, CA 90260

Re: Proposal to continue to provide As-Needed Staff Support Services

Dear Mr. Ansari:

W.G. Zimmerman Engineering, Inc. (WGZE) is very excited about the opportunity to provide the City of Lawndale to continue to serve the City of Lawndale with As-needed Staff Support Services.

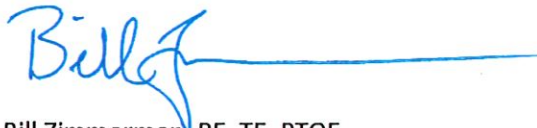
Mr. Mike Brust will continue his work with the City as an Associate Engineer.

Mike is proposed for a total of 39 days at 8 hours per day for a total of 312 hours. His rate is \$130/hour. The total amount of the contract is estimated at \$40,560, not to exceed and on a time and materials basis. His proposed end date will be November 30, 2022.

We can start immediately. If you have any questions, please contact me directly at either (657) 945-8500 direct office line or (714) 412-1597 cell.

Sincerely,

W.G. Zimmerman Engineering, Inc.,



Bill Zimmerman, PE, TE, PTOE
President



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

DATE: October 3, 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.