

MINUTES
LAWNDALE CITY COUNCIL REGULAR MEETING
May 15, 2023

A. CALL TO ORDER AND ROLL CALL

Mayor Pullen-Miles called the meeting to order at 6:35 p.m. in the City Hall Council Chamber, 14717 Burin Avenue, Lawndale, California.

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

Other Participants: City Clerk Erica Harbison, City Manager Sean M. Moore, City Attorney Gregory M. Murphy, Assistant City Clerk Yvette Hall, Los Angeles County Sheriff's Department Sergeant Justin Smith, Municipal Services Director Michael Reyes, Finance Director Hrant Manuelian, Community Development Manager Jared Chavez, Interim Public Works Director Ahmad Ansari

B. CEREMONIALS

Councilmember Suarez led the flag salute. Pastor Don Schmolder of Restoration Life Church provided the inspiration.

C. PUBLIC SAFETY REPORT

a. Los Angeles County Sheriff's Department Update

Sergeant Smith summarized the recent law enforcement activities.

Councilmember Hofmann Gorman would like to send a thank you letter to the Sheriff Deputies that performed a traffic stop to ensure the safety of the community.

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

Dr. D'yann Crosby, Educator, introduced herself, and the organization that she founded, Sign with Me, Inc, and provided information about her book regarding sign language for seniors.

Josh Schreiber, Resident, thanked the City Council for choosing an option on the Metro C Line (Green) Extension Project and invited them to participate in a site visit with Metro's Transportation Deputies at the Right-of-Way (ROW). He asked if their individual votes on the Metro C Line (Green) Extension Project could be made public.

Alfonso Fernandez, Resident, commented on a house at 15020 Burin Ave that has been vacant for multiple years. He expressed concerns about health and safety issues due to rodents, overgrown weeds, and trespassing in the house.

E. COMMENTS FROM COUNCIL

Councilmember Hofmann Gorman thanked Dr. Crosby for providing information on the sign language program. She asked City Attorney Murphy if their individual votes on the Metro C Line (Green) Extension Project could be made public and asked City Manager Moore about the vacant house.

City Attorney Murphy stated that the Metro C Line (Green) Extension Project is being handled by a third-party attorney because his firm has a conflict of interest.

City Manager Moore asked Municipal Services Director Reyes to follow-up on the vacant house concerns.

Councilmember Kearney thanked Dr. Crosby for her service and commented that his daughter took her sign-language class.

Councilmember Suarez thanked everyone that made a public comment and also thanked Dr. Crosby for bringing awareness to the hearing-impaired community by creating a non-profit.

Mayor Pro Tem Cuevas thanked Dr. Crosby for organizing the non-profit, Sign with Me, Inc., and commented that her daughter took Dr. Crosby's class.

Mayor Pullen-Miles thanked Dr. Crosby for presenting her book and services and thanked everyone who attended the City Council meeting. He stated that staff will look into the vacant house issues.

F. CONSENT CALENDAR

1. **Motion to read by title only and waive further reading of all ordinances listed on the Agenda**
Recommendation: that the City Council approve.
2. **Accounts Payable Register**
Recommendation: that the City Council adopt Resolution No. CC-2305-022 authorizing the payment of certain claims and demands in the amount of \$736,081.61.
3. **Minutes of the Lawndale City Council Regular Meeting, May 1, 2023**
Recommendation: that the City Council approve.
4. **Approval of Second Amendment to Professional Services Agreement for Codification Services with Quality Code Publishing**
Recommendation: that the City Council consent to the increase in the cost of municipal code supplements by approving the Second Amendment to Professional Services Agreement for Codification Services with Quality Code Publishing.
5. **South Bay Workforce Investment Board Quarterly Summary Report**
Recommendation: that the City Council receive and file.

6. Second Amendment to Contract Service Agreement with Transtech Engineers, Inc. for Professional Engineering and Public Works Oversight Services

Staff recommends that City Council: a) approve the Second Amendment to the Contract

Services Agreement with Transtech Engineers, Inc. for Professional City Engineer and Public Works Oversight Services by \$61,100, for a maximum contract sum amount not to exceed \$219,960, in a form approved by the City Attorney; and b) authorize the Director of Finance/City Treasurer to transfer salary savings for the Director of Public Works/City Engineer to the contract services line item in the Public Works Department budget.

A motion was made by Councilmember Kearney and seconded by Pro Tem Cuevas to approve the Consent Calendar. The motion passed by a vote of 5-0.

G. ADMINISTRATION

7. Introduction and First Reading of Ordinance No. 1200-23 to Amend Chapter 2.04.120 of the Lawndale Municipal Code Regarding Propriety of Conduct at Council Meetings and Adopt a Resolution Amending the "Manual of Procedural Guidelines for the Conduct of City Council Meetings"

Recommendation: that the City Council A.) Introduce for first reading by title only Ordinance No. 1200-23, an ordinance amending Chapter 2.04.120 of the Lawndale Municipal Code regarding Propriety of Conduct at Council Meetings and waive further reading; B.) Schedule the second reading and adoption of Ordinance No. 1200-23 for the next meeting of the City Council, and schedule the adoption of Resolution No. 2305-021 for the same date; and C.) Find this matter exempt from review under the California Environmental Quality Act (CEQA) pursuant to CEQA Guideline 15061(b)(3).

Assistant City Clerk Hall presented the staff report.

City Attorney Murphy provided background information on the recent law, SB1100, that addresses disruptions at local government meetings.

A motion was made by Councilmember Suarez and seconded by Councilmember Kearney to introduce for first reading by title only Ordinance No. 1200-23, an ordinance amending Chapter 2.04.120 of the Lawndale Municipal Code regarding Propriety of Conduct at Council Meetings and waive further reading; schedule the second reading and adoption of Ordinance No. 1200-23 for the next meeting of the City Council, and schedule the adoption of Resolution No. 2305-021 for the same date; and find this matter exempt from review under the California Environmental Quality Act (CEQA) pursuant to CEQA Guideline 15061(b)(3). The motion passed by a vote of 5-0.

City Attorney Murphy read the ordinance by title only and waived further reading.

8. Potential Reschedule and/or Cancellation of Upcoming City Council Meetings

Recommendation: that the City Council 1.) Cancel the City Council meeting on Monday, July 4, 2023; and 2.) Reschedule the City Council meetings on Monday, June 19, 2023,

and Monday, September 4, 2023, to Tuesday, June 20, 2023, and Tuesday, September 5, 2023, respectively; or 3.) Provide staff with other guidance and direction.

Assistant City Clerk Hall presented the staff report.

Councilmember Kearney asked if the City Council would like to reschedule or cancel the meetings.

Mayor Pullen-Miles stated that he approves of cancelling all of the meetings.

Councilmember Suarez commented that they can cancel the meetings and schedule a Special Meeting, if needed.

A motion was made by Councilmember Kearney and seconded by Councilmember Suarez to cancel the City Council meetings on Monday, June 19, 2023, Monday, July 3, 2023, and Monday, September 4, 2023. The motion passed by a vote of 5-0.

9. Approve Ordinance No. 1201-23 Providing Clarifying Amendments to Section 12.08.110

Recommendation: that the City Council introduce for first reading by title only Ordinance No. 1201-23, an Ordinance amending Chapter 12.08 of Title 12 the Lawndale Municipal Code by adding Subsection G to further clarify the requirements for the Encroachment Permits for Major Improvement Projects.

Interim Public Works Director Ansari presented the staff report.

A motion was made by Councilmember Suarez and seconded by Pro Tem Cuevas to introduce for first reading by title only Ordinance No. 1201-23, an Ordinance amending Chapter 12.08 of Title 12 the Lawndale Municipal Code by adding Subsection G to further clarify the requirements for the Encroachment Permits for Major Improvement Projects. The motion passed by a vote of 5-0.

City Attorney Murphy read the ordinance by title only and waived further reading.

10. Budget Workshop Fiscal Year 2023-24

Recommendation: that the City Council provide staff direction regarding the budget.

City Manager Moore provided an overview of the budget process and status of the revenue.

Finance Director Manuelian presented the staff report. He stated that there is a projected decrease in revenue due to two main reasons. He indicated that one reason is the expected fee revenue from the Community Development Department and the other is a one-time settlement payment made by the City. Finance Director Manuelian spoke on the sales tax revenue and Measure L tax and indicated that these two taxes combined make over one-third of the City's budget. He stated that the City's consultant is projecting a flat sales tax revenue and explained that this information is being used to prepare the budget. He spoke on the interest investment revenue. Finance Director Manuelian explained the expenditures and the increase of \$675,000. Finance Director Manuelian stated that the main factors for the increase in expenditures are the

costs for the consulting attorney for the Metro C Line (Green) Extension Project, Los Angeles County Sheriff's contract, the Liability Trust Fund Claims Insurance increase, request for Cable TV Supervisor Position, increase in community events costs, and publishing costs for The Lawndalian. Finance Director Manuelian discussed the 2023-24 Budget Ad-Hoc Subcommittee recommendations to decrease the City Council allowance from \$3,000 to \$2,500 and to reduce conference attendance to a maximum of two Councilmembers per conference, which will save \$10,000 to 15,000. He indicated that the Budget Subcommittee recommended that the Blues Festival be cut and to keep the Music Festival. He stated that the Youth Day Parade is the biggest expense, and that the event's increase is just under \$10,000. Finance Director Manuelian discussed the fund balance total and projected surplus balance. He also discussed the unknown costs due to the pending Metro litigation and the Labor Union Memorandum of Understanding negotiations.

Councilmember Suarez inquired if sponsorships could be requested for the Community Services Department's events and requested that staff research this.

City Manager Moore stated that he will follow up with Community Services Director Estes to find out if sponsorships can be solicited.

Mayor Pullen-Miles thanked Finance Director Manuelian and staff for preparing the budget report.

Councilmember Suarez asked about the Community Development Department's (CDD) fees and staff costs, how many times The Lawndalian would be published, and requested an update on the American Rescue Plan Act (ARPA) funds.

City Manager Moore responded that the City does not pay for the Building and Safety staff directly and that the ARPA discussion would be brought back at a future meeting.

Finance Director Manuelian commented that the City contracts with Los Angeles County to provide CDD services and explained that there was a cost increase to the City.

Councilmember Kearney provided information on the number of times The Lawndalian was published in the past.

By consensus, the City Council agreed to publish The Lawndalian two times a year.

Councilmember Kearney asked about the increase in costs for the Youth Day Parade.

City Manager Moore responded that the increase in fees were due to the Sheriff's Department fees and overtime for staff.

Councilmember Kearney inquired about the cost for encroachment permits for street closures and the mailing fees.

City Manager Moore responded that permit and encroachment fees were paid to Los Angeles County and the City of Hawthorne as some streets used in the Youth Day Parade belonged to them. He will look into the fees paid and report back at the final budget meeting.

Mayor Pullen-Miles asked about the cost of the Cable TV Consultant and what this position entails.

City Manager Moore responded that the City hired a Cable TV Consultant to install cameras to video record the Youth Day Parade.

By consensus, the City Council recommended that the budget changes discussed be brought back at the next meeting.

H. CITY MANAGER REPORT

City Manager Moore received a tour of the Los Angeles County Sheriff Department's Southwest Station. He thanked Sergeant Smith and Lieutenant Osborne for taking time to show him the facilities.

I. ITEMS FROM CITY COUNCILMEMBERS

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

Councilmember Hofmann Gorman attended the Caltrans Maintenance Standing Committee Meeting, West Basin Municipal Water District's meeting for Elected Officials, and the California Contract Cities Association's Legislative Committee Meeting via Zoom.

Councilmember Kearney attended the Fiscal Year 2022-23 Budget Ad Hoc Subcommittee Meeting, West Basin Municipal Water District's meeting for Elected Officials, Water Replenishment District's Groundwater Festival in Lakewood, and the Liability Trust Fund Committee Meeting.

Councilmember Suarez attended South Bay Cities Council of Governments' (SBCCOG) Steering Committee Meeting, Southern California Association of Governments' (SCAG) Regional Conference, and the Water Replenishment District's Groundwater Festival in Lakewood.

Mayor Pro Tem Cuevas attended the Fiscal Year 2022-23 Budget Ad Hoc Subcommittee Meeting and announced the Health, Safety and Pet Fair on June 3, 2023 at Jane Addams Park.

Mayor Pullen-Miles attended the Los Angeles County Sanitation Districts Meeting, Caltrans Maintenance Standing Committee Meeting and announced that he is partnering with the Local Firefighter's Union 1014 at the Lawndale Fire Station to host a pancake breakfast for the community on May 27, 2023.

J. CLOSED SESSION

12. Conference with Labor Negotiator

The City Council will conduct a closed session, pursuant to Government Code section 54957.6, with the City Manager, the City Attorney, and the City's negotiators, regarding labor negotiations with Local 1895, Council 36, American Federation of State, County

and Municipal Employees, AFL-CIO, representing the City's mid-management and classified employees.

City Attorney Murphy read the aforementioned Closed Session by title.
The City Council convened into closed session at 7:48 p.m.

The City Council reconvened from closed session at 8:56 p.m.

City Attorney Murphy reported that there was no reportable action for Closed Session Item No. J.12, Conference with Labor Negotiator.

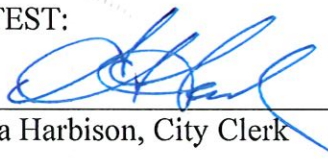
K. ADJOURNMENT

There being no further business to conduct, the Mayor adjourned the meeting at 9:00 p.m.



Robert Pullen-Miles, Mayor

ATTEST:



Erica Harbison, City Clerk

Approved: 6/5/2023