

MINUTES
LAWNDALE CITY COUNCIL REGULAR MEETING
SUCCESSOR AGENCY REGULAR MEETING
LAWNDALE HOUSING AUTHORITY REGULAR MEETING
May 6, 2024

A. CALL TO ORDER AND ROLL CALL

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

Councilmembers Present: Mayor Robert Pullen-Miles, Mayor Pro Tem Bernadette Suarez, Councilmember Rhonda Hofmann Gorman, Councilmember Pat Kearney, Councilmember Sirley Cuevas arrived at 6:41 pm.

Other Participants: City Manager Sean M. Moore, City Attorney Gregory M. Murphy, City Clerk Erica Harbison, Assistant City Clerk Yvette Hall, Deputy City Manager/Director of Human Resources Raylette Felton, Los Angeles County Sheriff's Department Captain Nicole Palomino, Los Angeles County Fire Department Acting Assistant Fire Chief Brian Kane, Municipal Services Director Michael Reyes, Finance Director Hrant Manuelian, Community Development Manager Jared Chavez, Public Works & City Engineering Oversight Contract Project Manager Ahmad Ansari, Community Services Director Mike Estes

B. CEREMONIALS

Councilmember Hofmann Gorman led the flag salute. Pastor Matthew Harbison of Lawndale Wesleyan Church provided the inspiration.

C. PUBLIC SAFETY REPORT

a. Los Angeles County Sheriff's Department Update

Captain Palomino summarized the recent law enforcement activities.

b. Los Angeles County Fire Department Update

Acting Assistant Fire Chief Kane reported on the recent fire department activities.

D. PRESENTATION

1. **Proclamation – Professional Municipal Clerks Week - May 5-11, 2024**

Presentation of City of Lawndale Proclamation Certificate for Professional Municipal Clerks Week, May 5-11, 2024, to the City of Lawndale City Clerk Department.

Mayor Pullen-Miles and the City Council presented the City of Lawndale Proclamation Certificate for Professional Municipal Clerks Week to the City of Lawndale City Clerk Department.

2. Presentation by AT&T

Presentation by McKenzie Neely-Wright, Area Manager, External Affairs of AT&T.

McKenzie Neeley-Wright, AT&T Internal Affairs Manager gave the presentation.

Councilmember Kearney asked if landlines would continue to have service.

McKenzie Neeley-Wright, AT&T Internal Affairs Manager responded that residents would continue to utilize their home phone service, and that the emergency services number 911 will continue to work.

Councilmember Suarez thanked Ms. Neeley-Wright for the presentation.

By consensus, the City Council reordered the agenda and considered agenda Item H.17. Youth Advisory Committee Appointments at this time.

H. 17. Youth Advisory Committee Appointments

Recommendation: that the City Council 1.) approve Recommendation 1 to appoint the seven eligible Youth Advisory Committee (YAC) applicants referred to in the table above by adopting Resolution No. CC-2405-072 and directing staff to insert the appointees' names in Section 1 of the Resolution; and extend the term for the appointed candidates by five months for a 29-month term beginning May 6, 2024, and concluding on September 30, 2026; or 2.) approve Recommendation 2 to appoint the seven eligible YAC applicants referred to in the table above by adopting Resolution No. CC-2405-072 and directing staff to insert the appointees' names in Section 1 of the Resolution; and refrain from extending the term and revert to the traditional YAC two-year term beginning on October 1, 2024, and concluding on September 30, 2026; or 3.) Provide further direction.

Community Services Director Estes presented the staff report.

The YAC candidates introduced themselves.

Mayor Pullen-Miles gave a summary of YAC's functions.

A motion was made by Councilmember Kearney and seconded by Councilmember Hofmann Gorman to approve Recommendation 1, to appoint the seven eligible Youth Advisory Committee (YAC) applicants referred to in the table above by adopting Resolution No. CC-2405-072 and directing staff to insert the appointees' names in Section 1 of the Resolution; and extend the term for the appointed candidates by five months for a 29-month term beginning May 6, 2024, and concluding on September 30, 2026. The motion passed by a vote of 5-0.

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

Ray Hollar, Resident, commented on the Neighborhood Watch Program, Graffiti Cover-Up Program, Youth Day event, Metro C Line (Green) Project and the local Mayor's meeting held in April 2024.

Matthew Harbison, Pastor of Lawndale Wesleyan Church, announced the Hawthorne Lawndale Ministerial Association meeting scheduled at the Centinela Bible Church in the City of Hawthorne at 7:00 a.m. on May 9, 2024.

Deena Sopko, Resident, commented on low hanging cables in the City that may impact trash collection trucks.

Andrew Blackney, Resident, commented on a recent biking experience and commented on the installation of crosswalks on 147th Street.

F. COMMENTS FROM COUNCIL

Councilmember Cuevas thanked everyone that attended tonight's meeting and requested that staff follow-up on the low hanging cables and that information be posted on the website and social media to alert residents.

Councilmember Hofmann Gorman thanked everyone that attended tonight's meeting and commented on attending the upcoming Metro meeting.

Councilmember Kearney thanked everyone that attended tonight's meeting and commented on attending the Neighborhood Watch meeting.

Mayor Pro Tem Suarez thanked everyone that attended tonight's meeting, requested to meet with the agency responsible for the low hanging cables, and commented that the South Bay Cities Council of Governments (SBCCOG) Local Travel Network item will be presented at an upcoming City Council meeting.

Mayor Pullen-Miles thanked everyone that attended tonight's meeting, commented on the graffiti removal program, thanked Resident Sopko for mentioning the low-hanging cables and commented that the SBCCOG Local Travel Network program would be considered.

G. CONSENT CALENDAR

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

Recommendation: that the City Council approve.

4. Accounts Payable Register

Recommendation: that the City Council adopt Resolution No. CC-2405-069 authorizing the payment of certain claims and demands in the amount of \$505,729.83.

5. Minutes of the Lawndale City Council Regular Meeting, April 15, 2024

Recommendation: that the City Council approve the minutes.

6. South Bay Workforce Investment Board Quarterly Summary Report

Recommendation: that the City Council receive and file.

7. Beautification Committee Appointment for 2023-2025 Term

Recommendation: that the City Council 1.) approve the Mayor's appointment by directing staff to insert the appointee's name in Section 1 of Resolution No. CC-2405-70; and 2.) adopt the resolution as amended.

8. Consideration of Claims for Damage against the City

Recommendation: that the City Council reject the claims filed by Jonathan Cassio and Cynthia Esqueda and instruct staff to process the appropriate correspondence to the claimants.

9. Capital Reserve Agreement with Los Angeles County Metropolitan Transportation Authority

Recommendation: that the City Council 1.) Approve the attached Capital Reserve Agreement between Los Angeles County Metropolitan Transportation Authority and the City of Lawndale in the amount of \$262,000.00 and authorizes the City Manager to execute the agreement; or 2.) Provide further direction.

10. Request for approval of Contract Service Agreement for Executive Recruitment Services with Gallagher Benefit Services, Inc. (Koff and Associates)

Recommendation: that the City Council approve the contract services agreement with Gallinger Benefits Group (Koff & Associates) for Executive Recruitment Services in a maximum contract sum not to exceed \$25,000 in a form approved by the City Attorney's Office.

SUCCESSOR AGENCY

11. Minutes of the Successor Agency Special Meeting, June 21, 2022

Recommendation: that the City Council approve the minutes.

12. Minutes of the Successor Agency Meeting, December 18, 2023

Recommendation: that the City Council approve the minutes.

LAWNDALE HOUSING AUTHORITY

13. Minutes of the Housing Authority Special Meeting, June 21, 2022

Recommendation: that the City Council approve the minutes.

14. Minutes of the Housing Authority Meeting, June 5, 2023

Recommendation: that the City Council approve the minutes.

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

H. ADMINISTRATION

CITY COUNCIL/ SUCCESSOR AGENCY/ LAWNDALE HOUSING AUTHORITY

15. Budget Workshop Fiscal Year 2024-25

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

Finance Director Manuelian presented the staff report.

Discussion ensued among the City Councilmembers regarding the hiring of staff and the timeline to start renting the Harold E. Hofmann Community Center to the community.

Finance Director Manuelian confirmed that the budget includes the salaries for seven part-time staff.

Councilmember Cuevas asked about the cost of holding the 2024 election, a Finance Department contract, LASD services cost increase, Public Works Department's budget changes, decrease of budget in Contract Services and thanked staff for planning to reopen the Harold E. Hofmann Community Center for the community to rent.

City Attorney Murphy and Staff responded that the cost of the election is an estimated amount determined by the cost of printing, tabulations, translating documents into multiple languages and the number of candidates.

Finance Director Manuelian responded that the Finance Department contract includes the vacant position of the Accounting Manager, LASD services are not affected by the higher cost, and that the budget changes for the Public Works Department are due to position reclassifications within that department.

In response to Councilmember Cuevas inquiry about publications, Public Works & City Engineering Oversight Contract Project Manager Ansari commented that the Public Works Department budgeted professional development and seminars for staff.

Finance Director Manuelian responded that he would review the Publication account for the Public Works Department and reallocate the budget if necessary.

Municipal Services Director Reyes clarified that the Public Safety Outreach budget is for Coffee-With-A-Cop events.

City Manager Moore responded that Youth in Government Day will be coordinated with the schools.

Mayor Pro Tem Suarez suggested that YAC assist with outreach for Youth in Government Day event, and asked if the City can obtain donations from sponsors for events.

City Attorney Murphy responded that donations are permitted as behested payments as long as the Political Reform Act's filing procedures are followed.

Finance Director Manuelian stated that the financial health of the City is healthy.

City Manager Moore explained that the Public Works Department currently has a power washer that has been repaired multiple times and needs to be replaced.

Mayor Pro Tem Suarez commented that the Community Development Department is procuring a permit processing system.

Mayor Pullen-Miles inquired about the budget to participate in a program that offers incentives to purchase products, such as building materials from local business.

Finance Director Manuelian responded that the permit processing system will be funded with American Rescue Plan Act (ARPA) funds and that it was too early to calculate the budget for home improvement project rebates.

Councilmember Kearney asked what a portable awning for the Lawndale Safety Center is and by when the Public Works Department needs to replace two vehicles.

City Manager Moore responded that a permanent structure at the Lawndale LASD station would not meet the Lawndale Municipal Code (LMC); therefore, a portable awning is recommended and that the two vehicles will need to be replaced by approximately December 2024.

By consensus, the City Council provided direction to staff regarding the Fiscal Year 2024-25 budget.

CITY COUNCIL

16. Request to Relocate City Council Meetings for the Months of May and June

Recommendation: that the City Council 1.) discuss and approve the relocation of the City Council meetings scheduled for May 20, 2024, June 3, 2024, and June 17, 2024, to the Harold E. Hofmann Community Center; or 2) discuss alternatives for future City Council meetings for the month of May and June and provide direction to staff.

Deputy City Manager/Director of Human Resources Felton presented the staff report.

A motion was made by Councilmember Kearney and seconded by Mayor Pro Tem Suarez to approve the relocation of the City Council meetings scheduled for May 20, 2024, June 3, 2024, and June 17, 2024, to the Harold E. Hofmann Community Center. The motion passed by a vote of 5-0.

17. Youth Advisory Committee Appointments

Recommendation: that the City Council 1.) approve Recommendation 1 to appoint the seven eligible Youth Advisory Committee (YAC) applicants referred to in the table above by adopting Resolution No. CC-2405-072 and directing staff to insert the appointees' names in Section 1 of the Resolution; and extend the term for the appointed candidates by five months for a 29-month term beginning May 6, 2024, and concluding on September 30, 2026; or 2.) approve Recommendation 2 to appoint the seven eligible YAC applicants referred to in the table above by adopting Resolution No. CC-2405-072 and directing staff to insert the appointees' names in Section 1 of the Resolution; and refrain from extending the term and revert to the traditional YAC two-year term beginning on October 1, 2024, and concluding on September 30, 2026; or 3.) Provide further direction.

This matter was moved and previously discussed after the Consent Calendar.

18. Appropriate Additional Funding for Parks, Civic Center, and Sheriff Station Parking Lot Rehabilitation Project

Recommendation: that the City Council 1.) authorize the appropriation of funds in the amount of \$50,000 to the Parks, Civic Center, and Sheriff Station Parking Lot Project, to cover unforeseen conditions as presented; and 2.) Approve the Contract Amendment.

Public Works & City Engineering Oversight Contract Project Manager Ansari presented the staff report.

Councilmember Kearney asked about the additional cost required to complete the project.

Public Works & City Engineering Oversight Contract Project Manager Ansari explained the additional funding amount needed.

A motion was made by Councilmember Kearney and seconded by Councilmember Cuevas to authorize the appropriation of funds in the amount of \$50,000 to the Parks, Civic Center, and Sheriff Station Parking Lot Project, to cover unforeseen conditions as presented; and approve the Contract Amendment. The motion passed by a vote of 5-0.

19. Award of Construction Contract for 147th Street Crosswalks as part of the FY 2023/24 Annual Striping Project

Recommendation: that the City Council 1.) award the construction contract in the amount of \$33,388.00 to Superior Pavement Marking Inc. of Cypress, California, for 147th Street between Hawthorne Boulevard and Prairie Avenue as part of the FY 2023/24 Annual Striping Project; and 2.) approve the construction contingency amount of \$5,008.20 for the project to avoid delays and facilitate timely project completion.

Public Works & City Engineering Oversight Contract Project Manager Ansari presented the staff report.

Councilmember Hofmann Gorman asked if Superior Pavement Marking Inc., is a reputable company.

Public Works & City Engineering Oversight Contract Project Manager Ansari responded that staff checked the company's background, and they are a reputable company and confirmed that the striping will be uniform on all streets.

A motion was made by Councilmember Cuevas and seconded by Councilmember Kearney to award the construction contract in the amount of \$33,388.00 to Superior Pavement Marking Inc. of Cypress, California, for 147th Street between Hawthorne Boulevard and Prairie Avenue as part of the FY 2023/24 Annual Striping Project; and approve the construction contingency amount of \$5,008.20 for the project to avoid delays and facilitate timely project completion.

20. First Amendment to Contract Services Agreement for Instructor to Use City Facilities Duncan's Soo Bahk Do, LLC

Recommendation: that the City Council 1.) approve the attached First Amendment to Contract Services Agreement to Use City Facilities between the City of Lawndale and Duncan's Soo Bahk Do, LLC for a total not to exceed amount of \$22,000.00 and authorize the City Manager to sign the amendment; or 2.) provide further direction.

Community Services Director Estes presented the staff report.

A motion was made by Councilmember Cuevas and seconded by Councilmember Kearney to approve the attached First Amendment to Contract Services Agreement to Use City Facilities between the City of Lawndale and Duncan's Soo Bahk Do, LLC for a total not to exceed amount of \$22,000.00 and authorize the City Manager to sign the amendment. The motion passed by a vote of 5-0.

21. Illegal Fireworks Suppression Plan for 2024

Recommendation: that the City Council review the Illegal Fireworks Suppression Plan for 2024. This Suppression Plan follows the protocols introduced in the original 2021 Illegal Fireworks Suppression Plan but alters the Special Assignment Officers (SAO's) schedule shift to begin on Thursday, July 4th.

Municipal Services Director Reyes presented the staff report.

Mayor Pullen-Miles asked if Southwest Patrol is included in the plan.

Municipal Services Director Reyes responded that Southwest Patrol is not included in the plan as they are not authorized to give citations; however, Southwest Patrol can assist in patrolling.

Randal Abram, Resident, commented in favor of the Illegal Fireworks Suppression Plan and suggested that landlords be notified that they can be held accountable for the action of their tenants.

A motion was made by Councilmember Cuevas and seconded by Councilmember Hofmann Gorman to approve the Fireworks Suppression Plan for 2024. The motion passed with a vote of 5-0.

22. Award of Construction Contract for the Public Works and City Hall Facility Needs Project

Recommendation: that the City Council 1.) award construction contract to Developers General Contracting LLC in the amount of \$2,720,000.09 for the Public Works & City Hall Facility Needs Project; and 2.) approve the construction contingency amount of \$272,000.01 for the project to avoid delays and facilitate timely project completion.

Public Works & City Engineering Oversight Contract Project Manager Ansari presented the staff report.

Councilmember Cuevas asked if unforeseen costs are budgeted and if the contractor will perform the work as scheduled.

Councilmember Kearney asked if the Harold E. Hofmann Community Center will be repainted, suggested a green tone, and commented on repainting the City name lettering on the east side of the community center building.

Public Works & City Engineering Oversight Contract Project Manager Ansari responded that sufficient contingency funds are being requested to cover unforeseen costs, and that the contractor will stay on schedule.

A motion was made by Councilmember Cuevas and seconded by Councilmember Kearney to award construction contract to Developers General Contracting LLC in the amount of \$2,720,000.09 for the Public Works & City Hall Facility Needs Project; and approve the construction contingency amount of \$272,000.01 for the project to avoid delays and facilitate timely project completion. The motion passed with a vote of 5-0.

I. CITY MANAGER REPORT

City manager Moore announced the Neighborhood Watch meeting scheduled for May 7, 2024, at 7:00 p.m. at the Harold E. Hofmann Community Center.

J. ITEMS FROM CITY COUNCILMEMBERS

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

Councilmember Cuevas inquired about a property case on 165th street. Councilmember Cuevas attended Metro Meetings, City of Lawndale Clean-Up Day, and thanked the Beautification Committee for putting it together, attended Assemblymember Tina McKinnor's Virtual Budget & Legislative Town Hall meeting, Water Replenishment District's 14th Annual Groundwater Festival, 2024 Lawndale Youth Day Parade and thanked Community Services Director Estes for organizing the event.

City Attorney Murphy responded that staff referred the property on 165th street to his office due to the non-compliance of the LMC by the owner. He stated that due to the ongoing litigation status, additional information cannot be provided.

Councilmember Hofmann Gorman attended Assemblymember Tina McKinnor's Virtual Budget & Legislative Town Hall meeting, California Contract Cities Association (CCCA) meeting, CCCA Legislative Committee meeting, 2024 Lawndale Youth Day Parade and thanked Community Services Director Estes for organizing the event. Councilmember Hofmann Gorman asked if the automatic license plate readers (ALPR) will be in effect by the 4th of July holiday, if fines for distributing illegal fireworks in the City are a high amount, and asked if staff can communicate with the Cities of Redondo Beach and Hawthorne to maintain the Metro Station underpass located in their cities.

Municipal Services Director Estes responded that the ALPRs will likely not be in effect by the 4th of July Holiday.

City Attorney Murphy responded that fines for distributing illegal fireworks in the City are set at the maximum level that the State of California allows.

City Manager Moore responded that staff would contact the Cities of Redondo Beach and Hawthorne about the Metro Station underpass.

Councilmember Kearney attended City Hearts: Kids Say Yes to the Arts event, City Clean-Up Day and asked how many residents attended, attended the City's Budget Ad Hoc Subcommittee meeting, Centinela Valley Union High School District (CVUHSD) Annual Safety Summit, Water Replenishment District's 14th Annual Groundwater Festival, and Leuzinger High School Staff Appreciation Luncheon.

Municipal Services Director reported that three residents attended the City's Clean-Up Day event.

Mayor Pro Tem Suarez attended the SBCCOG Board of Directors meeting, the City's Budget Ad Hoc Subcommittee meeting, 2024 Lawndale Youth Day Parade, and Water Replenishment District's 14th Annual Groundwater Festival and Southern California Association of Governments General Assembly.

Mayor Pullen-Miles attended City Hearts: Kids Say Yes to the Arts event, Leuzinger High School's Take PART Festival, 2024 Lawndale Youth Day Parade, Clean Up Day, Assemblymember Tina McKinnor's Earth Day event, Assemblymember Tina McKinnor's Virtual Budget & Legislative Town Hall meeting, commented on the new Jane Addams Park parking lot, security cameras at the park, power washing sidewalks and announced the free bus ride to the Metro Meeting the City is providing on May 23, 2024.

K. ADJOURNMENT

There being no further business to conduct, Mayor Pullen-Miles adjourned the meeting at 8:55 p.m.


Robert Pullen-Miles, Mayor

ATTEST:


Erica Harbison, City Clerk
Approved: May 20, 2024