



**CITY OF LAWNDAL**  
14717 Burin Avenue, Lawndale, California 90260  
Phone (310) 973-3200 – [www.lawndalecity.org](http://www.lawndalecity.org)

**AGENDA OF THE  
LAWNDAL CITY COUNCIL REGULAR MEETING  
Monday, February 5, 2024 - 6:30 p.m.  
Lawndale City Hall Council Chamber  
14717 Burin Avenue**

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

**How to observe the Meeting:**

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

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

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

**A. CALL TO ORDER AND ROLL CALL**

**B. CEREMONIALS (Flag Salute and Inspiration)**

**C. PUBLIC SAFETY REPORT**

- a. Los Angeles County Sheriff's Department Update
- b. Los Angeles County Fire Department Update

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

**E. COMMENTS FROM COUNCIL**

**F. CONSENT CALENDAR**

Items 1 through 5 will be considered and acted upon under one motion unless a City Councilmember removes individual items for further City Council consideration or explanation.

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

Recommendation: that the City Council approve.

2. **Accounts Payable Register**

Recommendation: that the City Council adopt Resolution No. CC-2401-055 authorizing the payment of certain claims and demands in the amount of \$1,051,400.85.

3. **Minutes of the Lawndale City Council Regular Meeting, January 16, 2024**

Recommendation: that the City Council approve the minutes.

4. **Consideration of Claims for Damage against the City**

Recommendation: that the City Council reject the claim filed by Wilfredo Perez and instruct staff to process the appropriate correspondence to the claimant.

5. **Approval of the General Services Agreement Renewal with County of Los Angeles**

Recommendation: that the City Council approve the General Services Agreement with the County of Los Angeles for the five (5) year period of June 30, 2024, to July 1, 2029.

G. **PUBLIC HEARING**

6. **Consideration of Ordinance No. 1205-24 to amend certain sections in Title 17 of the Lawndale Municipal Code pertaining to accessory dwelling units within the City of Lawndale**

Recommendation: that the City Council A.) Conduct a public hearing; B.) Determine that Ordinance No. 1205-24 is exempt from the California Environmental Quality Act ("CEQA") pursuant to Section 15061(b)(3) and Section 15282(h) of the CEQA Guidelines; and C.) Introduce for first reading by title only Ordinance No. 1205-24, an Ordinance amending the Lawndale Municipal Code regarding accessory dwelling units (ADUs) to reflect recent changes in state law, and waive further reading.

H. **ADMINISTRATION**

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

Recommendation: that the City Council review the Parking and Traffic Solutions Ad Hoc Subcommittee and direct staff on whether this committee can be dissolved (if subject matter has been completed), or if there are outstanding tasks that have not yet been resolved, and if any modifications, replacement, or continued appointment of members is desired.

8. **Fireworks Update 2024**

Recommendation: that the City Council receive and file this Fireworks Update 2024 report and take other action if deemed appropriate.

9. **Update of Results for Illegal Fireworks Suppression Plan for 2023**

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

10. **Quarterly Investment Report for the Quarter Ended December 31, 2023**

Recommendation: that the City Council receive and file the Quarterly Investment Report for the quarter ended December 31, 2023.

11. **South Bay Cities Council of Governments Bike Master Plan Update**  
Recommendation: that the City Council A.) Receive and file the report; or B.) Provide further direction to staff.
12. **Recommendation to use Development Impact Fees for an Art in Public Places Project to Paint Artwork onto Electrical Boxes**  
Recommendation: that the City Council give staff direction on one of the following options: A.) Use the Development Impact Fees to paint or wrap electrical boxes with depictions of art in a manner that is well received by the public that will showcase local artists; B.) Use the Development Impact Fees to fund a different art in public places display that does not utilize electrical boxes, such as a public sculpture or monument that will showcase local artists; or C) Give staff direction on the use of funds from Development Impact Fees for an art in public places showpiece not already mentioned.
13. **Award of Construction Contract to FS Contractors, Inc. for the Prop A Concrete Bus Pad Installation Project**  
Recommendation: that the City Council 1.) Award a construction contract in the amount of \$319,050.00 to FS Contractors, Inc. of Sylmar, CA, for the Prop A Concrete Bus Pad Installation Project; and 2.) Approve the construction contingency amount of \$63,810.00 for this project.

**I. CITY MANAGER REPORT**

**J. ITEMS FROM CITY COUNCILMEMBERS**

14. **Advocating for Remote Teleconferencing/Virtual Meetings of the Los Angeles County City Selection Committee and Sector Subcommittees**  
Recommendation: that the City Council 1.) review and provide feedback to the attached draft letters to Senator Steven Bradford and Assemblymember Tina McKinnor; and 2.) authorize the City Manager Department to finalize the letter with the Mayor and City Councilmember's signature lines.
15. **Mayor/City Councilmembers Report of Attendance at Meetings and/or Events**

**K. CLOSED SESSION**

16. **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.

**L.     ADJOURNMENT**

The regular meeting scheduled to be held on February 19, 2024, was cancelled by order of the City Council on October 2, 2023.

The next regularly scheduled meeting of the City Council will be held at 6:30 p.m. on **Monday, March 4, 2024**, in the Lawndale City Hall Council Chamber, 14717 Burin Avenue, Lawndale, California.

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

I hereby certify under penalty of perjury under the laws of the State of California that the Agenda for the regular meeting of the City Council to be held on February 5, 2024, was posted not less than 72 hours prior to the meeting.

/s/ Yvette Hall

Yvette Hall, Assistant City Clerk



**CITY OF LAWDALE**  
14717 BURIN AVENUE, LAWDALE, CALIFORNIA 90260  
PHONE (310) 973-3200 ♦ [www.lawndalecity.org](http://www.lawndalecity.org)

DATE: February 5, 2024  
TO: Honorable Mayor and City Council  
FROM: Yvette Hall, Assistant City Clerk *YH*  
SUBJECT: Motion Pertaining to the Reading of Ordinances

BACKGROUND

California Government Code reads, in part, as follows:

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

RECOMMENDATION

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

RESOLUTION NO. CC-2401-055

**A RESOLUTION OF THE CITY COUNCIL  
OF THE CITY OF LAWDALE, CALIFORNIA  
AUTHORIZING CERTAIN CLAIMS AND DEMANDS  
IN THE SUM OF \$1,051,400.85**

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

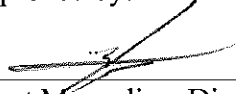
SECTION 1. That in accordance with Sections 37202 and 37209 of the Government Code, the Director of Finance, as certified below, hereby attests to the accuracy of these demands and to the availability of funds for the payment thereof.

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

SECTION 3. That the claims and demands paid by check numbers 205356 through 205435 for the aggregate total of \$1,051,400.85 are hereby authorized.

Effective Date: February 5<sup>th</sup>, 2024

Approved by:

  
Hrant Manuelian, Director of Finance

\_\_\_\_\_  
Gregory M. Murphy, City Attorney

PASSED, APPROVED AND ADOPTED this 5<sup>th</sup> day of February 2024.

\_\_\_\_\_  
Robert Pullen-Miles, Mayor

ATTEST:

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

I, Erica Harbison, City Clerk of the City of Lawndale, California, do hereby certify that the City Council of the City of Lawndale duly approved and adopted the foregoing Resolution No. CC-2401-055 at a regular meeting of said Council held on the 5<sup>th</sup> day of February 2024, by the following roll call vote:

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

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Erica Harbison, City Clerk

**City of Lawndale**  
**Summary of Audited Claims and Demands**

**Claims and Demands Paid By Check:**

| Check Number |                  | Aggregate Total |
|--------------|------------------|-----------------|
| Check Date   | Beginning Ending |                 |
| 1/11/2024    | 205356 205374    | 785,324.42      |
| 1/18/2024    | 205375 205409    | 206,197.34      |
| 1/25/2024    | 205410 205435    | 59,879.09       |
| Total Checks |                  | 1,051,400.85    |

Check# 205415 and 205418 are reissuances of previously approved check# 205285 and 205236 respectively.

**Claims and Demands Paid By Electronic ACH Transfer:**

| Date                                  | Name of Payee | Description | Amount       |
|---------------------------------------|---------------|-------------|--------------|
| Total ACH Payments                    |               |             | 0.00         |
| Total Audited Claims and Demands Paid |               |             | 1,051,400.85 |

## Check Register Report

Date: 01/11/2024  
 Time: 7:56 am  
 Page: 1

City of Lawndale

BANK: WELLS FARGO BANK N.A

| Check Number                       | Check Date | Status  | Void/Stop Date | Vendor Number             | Vendor Name                    | Check Description              | Amount                                                  |
|------------------------------------|------------|---------|----------------|---------------------------|--------------------------------|--------------------------------|---------------------------------------------------------|
| <b>WELLS FARGO BANK N.A Checks</b> |            |         |                |                           |                                |                                |                                                         |
| 205356                             | 01/11/2024 | Printed |                | 7766                      | BURKE, WILLIAMS &              | LEGAL SERVICES - NOV. 2023     | 49,865.92                                               |
| 205357                             | 01/11/2024 | Printed |                | 0219                      | COUNTY OF LA DEPT OF PUBLIC WK | BUILDING INSPECTION SERVICES - | 46,985.57                                               |
| 205358                             | 01/11/2024 | Printed |                | 7577                      | DE NOVO PLANNING GROUP         | GENERAL PLAN & SPECIFIC PLAN   | 29,841.25                                               |
| 205359                             | 01/11/2024 | Printed |                | 5702                      | DIV OF THE STATE ARCHITECT     | O4 2023 CASP FEE REPORT        | 314.40                                                  |
| 205360                             | 01/11/2024 | Printed |                | 1288                      | EWING IRRIGATION PRODUCTS INC  | IRRIGATION PARTS               | 141.37                                                  |
| 205361                             | 01/11/2024 | Printed |                | 6636                      | FRONTIER COMMUNICATIONS        | PHONE CHARGE - W. GREEN PARK   | 133.55                                                  |
| 205362                             | 01/11/2024 | Printed |                | 0308                      | LOS ANGELES COUNTY             | PUBLIC SAFETY SERVICES -       | 607,417.95                                              |
| 205363                             | 01/11/2024 | Printed |                | 7940                      | MARIPOSA LANDSCAPES, INC       | TREE TRIMMING - SEPT 2023      | 39,535.00                                               |
| 205364                             | 01/11/2024 | Printed |                | 8204                      | NOVO GYM REPAIR INC            | TREADMILL PARTS & REPAIR       | 1,043.98                                                |
| 205365                             | 01/11/2024 | Printed |                | 7227                      | OCCUPATIONAL HEALTH CENTERS    | PREEMPLOY PHYSICAL/DRUG SCREEN | 159.00                                                  |
| 205366                             | 01/11/2024 | Printed |                | 7890                      | ODP BUSINESS SOLUTIONS LLC     | OFFICE SUPPLIES                | 206.19                                                  |
| 205367                             | 01/11/2024 | Printed |                | 1140                      | PACIFIC TIRE SERVICE           | TIRE REPAIR VEH#508            | 60.00                                                   |
| 205368                             | 01/11/2024 | Printed |                | 6123                      | PRUDENTIAL OVERALL SUPPLY      | WEEKLY COVERALL CHARGES        | 208.06                                                  |
| 205369                             | 01/11/2024 | Printed |                | 0440                      | SOUTHERN CALIFORNIA GAS CO.    | UTILITY GAS CHARGES            | 1,024.00                                                |
| 205370                             | 01/11/2024 | Printed |                | 3672-CCK                  | U.S. BANK CORPORATE PAYMENT    | CREDIT CARD PAYMENT            | 2,206.09                                                |
| 205371                             | 01/11/2024 | Printed |                | 3672-ASD                  | U.S. BANK                      | CREDIT CARD PAYMENT            | 319.00                                                  |
| 205372                             | 01/11/2024 | Printed |                | 3672-CDD                  | U.S. BANK                      | CREDIT CARD PAYMENT            | 55.40                                                   |
| 205373                             | 01/11/2024 | Printed |                | 8058                      | ALEJANDRO VENEGAS              | CONS & DEMO DEPOSIT REFUND     | 4,160.00                                                |
| 205374                             | 01/11/2024 | Printed |                | 7147                      | WEST COAST FIRE PROTECTION     | FIRE EXTINGUISHER - CITY HALL  | 1,647.69                                                |
|                                    |            |         |                | <b>Total Checks: 19</b>   |                                |                                | <b>Checks Total (excluding void checks): 785,324.42</b> |
|                                    |            |         |                | <b>Total Payments: 19</b> |                                |                                | <b>Bank Total (excluding void checks): 785,324.42</b>   |
|                                    |            |         |                | <b>Total Payments: 19</b> |                                |                                | <b>Grand Total (excluding void checks): 785,324.42</b>  |

## Check Register Report

City of Lawndale

BANK: WELLS FARGO BANK N.A

Date: 01/17/2024

Time: 3:57 pm

Page: 1

| Check Number                       | Check Date | Status  | Void/Stop Date | Vendor Number | Vendor Name                    | Check Description                            | Amount            |
|------------------------------------|------------|---------|----------------|---------------|--------------------------------|----------------------------------------------|-------------------|
| <b>WELLS FARGO BANK N.A Checks</b> |            |         |                |               |                                |                                              |                   |
| 205375                             | 01/18/2024 | Printed |                | 4185-WEST     | AMERICAN STRUCTURAL PEST       | CSD 3RD FLOOR KITCHEN MONTHLY                | 134.00            |
| 205376                             | 01/18/2024 | Printed |                | 2207          | ASAP SIGN & BANNER, LLC        | LAWNDALE BEAT NOW ACCEPTING                  | 1,951.43          |
| 205377                             | 01/18/2024 | Printed |                | 8251          | SANDRA AVELAR                  | CONS & DEMO DEPOSIT REFUND                   | 306.00            |
| 205378                             | 01/18/2024 | Printed |                | 8164          | BLUE VIOLET NETWORKS           | SECURITY CAMERAS - HOPPER PARK               | 84,883.62         |
| 205379                             | 01/18/2024 | Printed |                | 0142          | BOULEVARD FLORIST              | SYMPATHY FLOWERS - GLORIA GRAY               | 284.44            |
| 205380                             | 01/18/2024 | Printed |                | 4333          | CALIF BLDG STANDARDS COMMISSIO | SURCHARGE QTR ENDING                         | 162.00            |
| 205381                             | 01/18/2024 | Printed |                | 6459          | CASC ENGINEERING & CONSULTING  | NPDES PERMIT COMPLIANCE SVCS -               | 5,937.50          |
| 205382                             | 01/18/2024 | Printed |                | 1053          | CITY OF REDONDO BEACH          | 2024 ANNUAL RENT TRANSIT                     | 1.00              |
| 205383                             | 01/18/2024 | Printed |                | 0190          | COLONIAL LIFE & ACCIDENTS, INC | JAN. 2024-INS PRE-TAX/POST TAX               | 2,433.72          |
| 205384                             | 01/18/2024 | Printed |                | 3886          | SIRLEY CUEVAS                  | MILEAGE & PARKING FEE REIMB.                 | 60.84             |
| 205385                             | 01/18/2024 | Printed |                | 0216          | DELTA DENTAL                   | JAN. 2024 DENTAL PREMIUM                     | 1,709.58          |
| 205386                             | 01/18/2024 | Printed |                | 0389          | DELTA DENTAL INS               | JAN. 2024 DENTAL PREMIUM                     | 258.16            |
| 205387                             | 01/18/2024 | Printed |                | 0217          | DEPT OF ANIMAL CARE & CONTROL  | ANINAL CONTROL SERVICES -                    | 353.31            |
| 205388                             | 01/18/2024 | Printed |                | 8129          | DEPT OF CONSERVATION           | Q4 2023 - STRONG MOTION FEES                 | 882.91            |
| 205389                             | 01/18/2024 | Printed |                | 8238          | DOERSCHEL & ASSOCIATES, LLC    | SYSTEM INTEGRATION CONSULTING                | 5,125.00          |
| 205390                             | 01/18/2024 | Printed |                | 0283A         | HDL COREN & CONE               | 2022-23 ACFR STATISTICAL                     | 1,195.00          |
| 205391                             | 01/18/2024 | Printed |                | 8150          | HEALTH AND HUMAN RESOURCE      | JAN. 2024 EMPLOYEE ASSIST                    | 71.28             |
| 205392                             | 01/18/2024 | Printed |                | 2191          | HR DIRECT                      | SERVICE PINS - 2023                          | 206.29            |
| 205393                             | 01/18/2024 | Printed |                | 7362          | LA UNIFORM & TAILORING INC     | UNIFORMS FOR MSD - GIANCARLO                 | 491.43            |
| 205394                             | 01/18/2024 | Printed |                | 7979          | MAYRA PADILLA                  | CONS & DEMO DEPOSIT REFUND                   | 900.00            |
| 205395                             | 01/18/2024 | Printed |                | 7575          | ROGERS, ANDERSON, MALODY &     | AUDIT SERVICES FY 2022-23                    | 9,500.00          |
| 205396                             | 01/18/2024 | Printed |                | 6759          | SMARTHIRE INC.                 | BACKGROUND CHECKS - NOV. 2023                | 299.70            |
| 205397                             | 01/18/2024 | Printed |                | 0439          | SOUTHERN CALIFORNIA EDISON CO. | UTILITIES ELECTRICITY                        | 18,236.76         |
| 205398                             | 01/18/2024 | Printed |                | 0211          | SOUTHERN CALIFORNIA NEWS GROUP | LEGAL ADS - CASE 23-22                       | 791.50            |
| 205399                             | 01/18/2024 | Printed |                | 0444          | SPCA LA                        | ANIMAL SHELTERING SERVICES -                 | 9,720.00          |
| 205400                             | 01/18/2024 | Printed |                | 2002          | THE STANDARD, UNIT 22          | LIFE,AD&D,LTD INSURANCE PREM -               | 1,615.23          |
| 205401                             | 01/18/2024 | Printed |                | 8141          | TRANSPORTATION CONCEPTS        | LAWNDALE BEAT FIXED ROUTE -                  | 50,205.96         |
| 205402                             | 01/18/2024 | Printed |                | 8120          | TUCKER TOURS, LLC              | TRAVEL CLUB - REGAN LIBRARY -                | 256.00            |
| 205403                             | 01/18/2024 | Printed |                | 3672-CMD      | U.S. BANK                      | CREDIT CARD PAYMENT                          | 1,044.35          |
| 205404                             | 01/18/2024 | Printed |                | 3672-CSD      | U.S. BANK                      | CREDIT CARD PAYMENT                          | 1,681.66          |
| 205405                             | 01/18/2024 | Printed |                | 3672-MSD      | U.S. BANK                      | CREDIT CARD PAYMENT                          | 574.29            |
| 205406                             | 01/18/2024 | Printed |                | 7768          | UNITED SITE SERVICES           | PORTABLE RESTROOM RENTAL                     | 103.28            |
| 205407                             | 01/18/2024 | Printed |                | 3373          | VERIZON WIRELESS               | M2M ACCOUNT SHARE DATA LINE                  | 25.02             |
| 205408                             | 01/18/2024 | Printed |                | 3373          | VERIZON WIRELESS               | DESK & CELL PHONE SERVICE                    | 3,774.72          |
| 205409                             | 01/18/2024 | Printed |                | 0479          | VISION SERVICE PLAN            | VISION PREMIUM JAN. 2024                     | 1,021.36          |
| <b>Total Checks: 35</b>            |            |         |                |               |                                | <b>Checks Total (excluding void checks):</b> | <b>206,197.34</b> |
| <b>Total Payments: 35</b>          |            |         |                |               |                                | <b>Bank Total (excluding void checks):</b>   | <b>206,197.34</b> |
| <b>Total Payments: 35</b>          |            |         |                |               |                                | <b>Grand Total (excluding void checks):</b>  | <b>206,197.34</b> |

## Check Register Report

City of Lawndale

BANK: WELLS FARGO BANK N.A

Date: 01/25/2024

Time: 9:21 am

Page: 1

| Check Number                       | Check Date | Status  | Void/Stop Date | Vendor Number | Vendor Name                    | Check Description               | Amount    |
|------------------------------------|------------|---------|----------------|---------------|--------------------------------|---------------------------------|-----------|
| <b>WELLS FARGO BANK N.A Checks</b> |            |         |                |               |                                |                                 |           |
| 205410                             | 01/25/2024 | Printed |                | 0112          | ALL CITY MANAGEMENT SVCS, INC  | SCHOOL CROSSING GUARD SERVICES  | 15,991.89 |
| 205411                             | 01/25/2024 | Printed |                | 4185-WEST     | AMERICAN STRUCTURAL PEST       | MONTHLY PEST CONTROL- CITY      | 50.00     |
| 205412                             | 01/25/2024 | Printed |                | 7470          | ARAMARK REFRESHMENT SVCS LLC   | COFFEE/TEA - JAN. 2024          | 247.15    |
| 205413                             | 01/25/2024 | Printed |                | 7660          | ARAMSCO INC                    | CUSTODIAL SUPPLIES              | 1,860.80  |
| 205414                             | 01/25/2024 | Printed |                | 2207          | ASAP SIGN & BANNER, LLC        | 2024 PARKING TAGS - HAWTHORNE   | 997.62    |
| 205415                             | 01/25/2024 | Printed |                | 0372C         | AT & T                         | PHONE CHARGES                   | 1,392.69  |
| 205416                             | 01/25/2024 | Void    | 01/25/2024     | 0219          | COUNTY OF LA DEPT OF PUBLIC WK | ESTU2023000555 15022 KINGS DALE | 0.00      |
| 205417                             | 01/25/2024 | Printed |                | 0218          | DEPARTMENT OF JUSTICE          | FINGERPRINTING APPS(1)-DEC-23   | 32.00     |
| 205418                             | 01/25/2024 | Printed |                | 0220          | DEPARTMENT OF TRANSPORTATION   | TRAFFIC SIGNAL MAINT. -         | 1,705.42  |
| 205419                             | 01/25/2024 | Printed |                | 8041          | ENVIRONMENTAL SYSTEMS RESEARCH | ARCGIS ONLINE VIEWER/ CREATOR   | 660.00    |
| 205420                             | 01/25/2024 | Printed |                | 1288          | EWING IRRIGATION PRODUCTS INC  | IRRIGATION PARTS                | 93.16     |
| 205421                             | 01/25/2024 | Printed |                | 0441          | GOLDEN STATE WATER CO.         | WATER USAGE SERVICES            | 15,232.83 |
| 205422                             | 01/25/2024 | Printed |                | 8252          | TERENCE LITTLE                 | PERMIT# PR20240000001 REFUND    | 525.00    |
| 205423                             | 01/25/2024 | Printed |                | 5560          | MITSUBISHI ELECTRIC US, INC    | ELEVATOR MAINTENANCE SERVICES   | 616.46    |
| 205424                             | 01/25/2024 | Printed |                | 8031          | MOMAR, INC.                    | STREET MAINTENANCE SUPPLIES     | 836.98    |
| 205425                             | 01/25/2024 | Printed |                | 8204          | NOVO GYM REPAIR INC            | UNDERCHARGED FOR LABOR ON       | 251.00    |
| 205426                             | 01/25/2024 | Printed |                | 7047          | PRECISION AUTO CARE, INC       | HVAC ACTUATOR - VEH# 508        | 328.21    |
| 205427                             | 01/25/2024 | Printed |                | 5068A         | QUADIENT FINANCE USA INC       | CITY HALL POSTAGE -             | 938.07    |
| 205428                             | 01/25/2024 | Printed |                | 5895          | RICOH USA INC                  | USAGE CHARGES FOR COPIERS-      | 763.47    |
| 205429                             | 01/25/2024 | Printed |                | 0439          | SOUTHERN CALIFORNIA EDISON CO. | UTILITIES ELECTRICITY           | 923.24    |
| 205430                             | 01/25/2024 | Printed |                | 0346          | SPARKLETT'S                    | BOTTLE WATER SERVICE-           | 653.99    |
| 205431                             | 01/25/2024 | Printed |                | 0849          | THE SAFEMART OF SO CAL INC     | NEW LOCK FOR FINANCE'S SAFE     | 38.10     |
| 205432                             | 01/25/2024 | Printed |                | 3672-PWD      | U.S. BANK                      | CREDIT CARD PAYMENT             | 1,624.50  |
| 205433                             | 01/25/2024 | Printed |                | 0480          | VISTA PAINT                    | GRAFFITI SUPPLIES               | 368.68    |
| 205434                             | 01/25/2024 | Printed |                | 0219          | COUNTY OF LA DEPT OF PUBLIC WK | ESTU2023000555 15022 KINGS DALE | 13,698.00 |
| 205435                             | 01/25/2024 | Printed |                | 0219          | COUNTY OF LA DEPT OF PUBLIC WK | INDUSTRIAL WASTE - NOV. 2023    | 51.83     |

Total Checks: 26

Checks Total (excluding void checks): 59,879.09

Total Payments: 26

Bank Total (excluding void checks): 59,879.09

Total Payments: 26

Grand Total (excluding void checks): 59,879.09

**DRAFT MINUTES  
LAWNDALe CITY COUNCIL REGULAR MEETING  
January 16, 2024**

**A. CALL TO ORDER AND ROLL CALL**

Mayor Pullen-Miles called the meeting to order at 6:33 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

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

**B. CEREMONIALS**

Councilmember Cuevas led the flag salute. Pastor George Magdalany of Hope Chapel Hawthorne provided the inspiration.

**C. PUBLIC SAFETY REPORT**

a. Los Angeles County Sheriff's Department Update

Captain Palomino summarized the recent law enforcement activities and thanked the City for their support of the Los Angeles County Sheriff's Department (LASD).

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

Michelle Pino, Library Manager, announced the library's upcoming events.

Giovanni Leal, Resident, commented on a parking citation that he received.

Andrew Blackney, Resident, commented on the South Bay Bicycle Master Plan (SBBMP) and a public works request he made to the City regarding the crosswalk at 147<sup>th</sup> Street.

Sandro Solorzano, Resident, commented on his pending property permits.

Matthew Harbison, Resident, thanked the Public Works Department for their prompt response to his bulky item pick up and street clean-up requests.

Gerardo Sandoval, Resident, commented on renting the Community Center facilities for weekend events.

Deena Sopko, Resident, commented that Resident Carrie passed away.

Randall Abram, Resident, commented on the firework activity in the City during the holiday season.

**E. COMMENTS FROM COUNCIL**

Councilmember Cuevas thanked everyone that attended tonight's meeting, asked Municipal Services Director Reyes and Public Works Director Reis to follow-up with the residents regarding the parking citation and the SBBMP, commented on the permit issues Resident Solorzano reported, the Public Works Department's rapid response time to the bulky item pick-up, the community center banquet room being considered for the public to rent, and reminded residents that Republic Services provides two free bulky item pick-ups. Councilmember Cuevas thanked Resident Sopko for commenting on the passing of Resident Carrie and asked when the illegal fireworks citation update will be presented.

City Manager Moore stated that staff is actively working on the crosswalk project, as well as with Resident Solorzano to resolve his permit issues, and reported that the illegal fireworks citation update will be provided at an upcoming meeting.

Councilmember Hofmann Gorman thanked everyone that attended tonight's meeting, commented that the illegal fireworks citation process is a learning curve for the City, and thanked Resident Abram for commenting on the fireworks usage during the holiday season.

Councilmember Kearney thanked everyone that spoke at tonight's meeting and thanked Library Manager Pino for providing the library's event updates.

Mayor Pro Tem Suarez thanked everyone that attended tonight's meeting, asked for a timeframe of when the painting of the crosswalk on 147<sup>th</sup> Street will occur, inquired if safe routes for slow moving vehicles can be researched, inquired about the policy for not issuing permits and requested an agenda item to discuss the timely processing of permits when there are pending code enforcement violations. Mayor Pro Tem Suarez suggested contracting with Southwest Patrol to offer security services to the Community Center if it is rented to the public.

Public Works Director Reis responded that the crosswalk painting will be completed in approximately six months.

City Manager Moore explained that City policy does not allow new permits to be issued if a code enforcement violation is pending related to a land use and building code, stated that renting the Community Center banquet room will need to be presented to the Budget Ad Hoc Subcommittee to consider funding for additional staff to operate it on the weekend.

Mayor Pullen-Miles thanked everyone that attended tonight's meeting, commented on issuing permits in a timely manner, stated that staff will review the bike plan to determine what is appropriate for the City, thanked Resident Sopko for commenting on the passing of Resident Carrie and Resident Abram for commenting on fireworks.

**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-2401-053 authorizing the payment of certain claims and demands in the amount of \$945,369.29.
3. **Minutes of the Lawndale City Council Regular Meeting, December 18, 2023**  
Recommendation: that the City Council approve.
4. **LIFE Program Reimbursement Agreement with LA County Metro**  
Recommendation: that the City Council 1) approve the five-year agreement between the City of Lawndale and Los Angeles County Metropolitan Transportation Authority to join the LIFE program; and 2) authorize the City Manager to execute the attached five-year agreement.
5. **EZ Transit Pass Usage and Reimbursement Agreement with LA County Metro**  
Recommendation: that the City Council 1) approve the year-to-year agreement between the City of Lawndale and Los Angeles County Metropolitan Transportation Authority to join the EZ Transit Pass program; and 2) authorize the City Manager to execute the agreement.
6. **Resolution to Amend and Update Job Description for Director of Community Services**  
Recommendation: that the City Council approve and adopt Resolution No. CC-2401-054, amending and updating the job description for the Director of Community Services position.
7. **Vector Control Appointment of Trustee to Los Angeles County West Vector Control District (Tentative)**  
Recommendation: that the City Council

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

**G. ADMINISTRATION**

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

Assistant City Clerk Hall presented the staff report.

Discussion ensued by the City Council regarding which ad hoc subcommittees and standing committees should be modified.

**By consensus, the City Council made the following modifications: 1) Fiscal Year 2024-25 Budget Ad Hoc Subcommittee: Replace Councilmember Cuevas by appointing Mayor Pro Tem Suarez; and 2) Metro C Line (Green) Extension Ad Hoc Subcommittee: Replace Councilmember Hofmann Gorman by appointing Councilmember Cuevas.**

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

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

Public Works Director Reis presented the staff report.

Councilmember Hofmann Gorman asked if any other cities contract with this company.

City Manager Moore responded that the City has worked with this company in the past.

Councilmember Cuevas inquired whether a warranty is included in the cost and if American Rescue Plan Act (ARPA) funds are being used to fund this project.

Public Works Director Reis responded that she will find out if other cities have contracted with this company, commented that a warranty is included and confirmed that the funds for this project are ARPA funds.

Mayor Pullen-Miles requested staff to check if replacement parts are readily available.

**A motion was made by Councilmember Kearney and seconded by Councilmember Hofmann Gorman to award a contract services agreement in the amount of \$146,063.23 to Am-Tec Total Security Inc., for the City of Lawndale Security Improvement Project and approve the contingency amount of \$29,212.65 for the project to avoid delays and facilitate timely project completion. The motion passed by a vote of 5-0.**

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

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

Municipal Services Director Reyes presented the staff report.

Mayor Pullen-Miles asked if neighboring cities have renewed their contracts with this company.

Municipal Services Director Reyes responded that he does not know if neighboring cities have renewed their contracts with this company, commented on privacy with respect to the private information that is provided by the residents when they register for the alerts, and commented on the type of information that should be released by the City.

Municipal Services Director Reyes stated that an emergency test alert was recently completed and that the notification alert system will be announced on the City's website for residents to register to receive alerts.

**A motion was made by Councilmember Kearney and seconded by Mayor Pro Tem Suarez to approve funding to retain Everbridge Mass Notification Pro as its sole provider for emergency messaging, and communications in the event of a natural or manmade disaster and authorize the City Manager to execute the Renewal Quote for One-Year between the City of Lawndale and Everbridge. The motion passed by a vote of 5-0.**

## **H. CITY MANAGER REPORT**

City Manager Moore commented that staff is working on addressing the painting that is needed on the crosswalk at 147<sup>th</sup> Street.

## **I. ITEMS FROM CITY COUNCILMEMBERS**

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

Councilmember Cuevas had no items to report and wished everyone a happy new year.

Councilmember Hofmann Gorman attended the California Contract Cities Association (CCCA) 2024 Sacramento Legislative Tour, commented that residents can contact Assemblymember Al Muratsuchi to encourage him support harder penalties for retail theft and inquired about the utility art box program.

City Manager Moore responded that an item will be added to a future agenda to discuss a utility art box program.

Councilmember Kearney attended the Tesla Supercharging Station Ribbon Cutting Ceremony.

Mayor Pro Tem Suarez attended a South Bay Cities Council of Governments (SBCCOG) Steering Committee meeting, Tesla Supercharging Station Ribbon Cutting Ceremony, Metro C Line (Green) Extension Project meeting, Los Angeles County City Selection Committee meeting, asked if the City can write a letter in support of virtual meetings and commented that the SBCCOG will discuss whether to take a position on the Metro C Line (Green) Extension Project.

Mayor Pullen-Miles attended the Tesla Supercharging Station Ribbon Cutting Ceremony, Los Angeles County Federation of Labor MLK Breakfast, commented that Mayor Pro Tem Suarez is the new President of Centinela Youth Services, Councilmember Kearney is a new Board of Trustee Member to the Los Angeles County West Vector Control District and that he would like children to be involved in the painting of the utility art box program.

## **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 matter by title only.

The City Council convened into closed session at 7:37 p.m.

The City Council reconvened from closed session at 8:26 p.m.

City Attorney Murphy announced that no reportable action was taken and that this matter will continue to the next meeting.

## **J. ADJOURNMENT**

There being no further business to conduct, Mayor Pullen-Miles adjourned the meeting at 8:29 p.m.

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Robert Pullen-Miles, Mayor

ATTEST:

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Erica Harbison, City Clerk

Approved: 02/05/2024

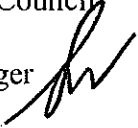


## CITY OF LAWDALE

14717 BURIN AVENUE, LAWDALE, CALIFORNIA 90260  
PHONE (310) 973-3200 ♦ [www.lawndalecity.org](http://www.lawndalecity.org)

DATE: February 5, 2024

TO: Honorable Mayor and City Council

FROM: Sean M. Moore, City Manager 

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

SUBJECT: **Consideration of Claims for Damage against the City**

### BACKGROUND

The City of Lawndale received a claim for property damage filed by Wilfredo Perez (Claimant) on or about October 25, 2023. The claim filed alleged that on or about August 03, 2023, a American Asphalt driver backed into their personal property (residence) located on 159<sup>th</sup> Street, between Manhattan Beach Blvd and Freeman in Lawndale, CA, causing damage. This matter was referred to the City's third-party claims administrator (Carl Warren & Company) for review and investigation.

### STAFF REVIEW

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

### LEGAL REVIEW

N/A

### RECOMMENDATION

Staff recommends City Council reject the claim filed by Wilfredo Perez and instruct staff to process the appropriate correspondence to the claimant.

Attachments: 1) Claim for Damages to Person or Property and Rejection Notice – Wilfredo Perez (CJP-3050023)

# Attachment



**CITY OF LAWDALE**  
**CLAIM FOR DAMAGES TO PERSON OR PROPERTY**

Reserve for Filing Stamp

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

23 OCT 25 10:31AM

Claim No.: \_\_\_\_\_

**Instructions:**

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

| CITY OF LAWDALE             |                    |                             |                       |
|-----------------------------|--------------------|-----------------------------|-----------------------|
| Claimant's Name             | Wilfredo Perez     | Claimant's Occupation       | Operations Supervisor |
| Claimant's Home Address     | [REDACTED]         | Claimant's Home Phone #     | [REDACTED]            |
| Claimant's Business Address | Lawndale, CA 90260 | Claimant's Business Phone # |                       |

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

444 [REDACTED] Lawndale CA 90260 [REDACTED]

When did DAMAGE or INJURY occur? Date: Aug. 03, 2023 Time: 10:12 A.M.

If claim is for Equitable Indemnity, give date claimant served with the complaint: Date: \_\_\_\_\_

Names of any city employees involved in INJURY or DAMAGE

Where did DAMAGE or INJURY occur? Describe fully, and locate on diagram on reverse side of this sheet. Where appropriate, give street names and address and measurements from landmarks:

On August 3, 2023 a construction company was fixing the pavement in the alley behind my home, in between Hawthorne and Freeman. One of the drivers - a Road Roller machine backed up and hit the house and then the driver drove off. The name of the construction company involved was All American Asphalt.

Describe in detail how the DAMAGE or INJURY occurred.

The damaged occurred behind my home in the alley. The alley that is in between Manhattan Beach and 159th St. I was observing the incident through my home cameras. (Footage and photos available upon request)

Why do you claim the city is responsible?

The city is the one that hired that company to come and fix the pavement.

Describe in detail each INJURY or DAMAGE

The only damaged that occurred was the one to my home

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

|                                        |          |                                                               |      |
|----------------------------------------|----------|---------------------------------------------------------------|------|
| Damages incurred to date (exact):      | \$       | Estimated prospective damages as far as known:                | \$   |
| Damage to property                     | \$ 3,500 | Future expenses for medical and hospital care                 | \$ 0 |
| Expenses for medical and hospital care | \$ 0     | Future loss of earnings                                       | \$ 0 |
| Loss of Earnings                       | \$       | Other prospective special damages                             | \$ 0 |
| Special Damages for                    | \$       | Prospective general damages                                   | \$ 0 |
|                                        |          | Total estimate prospective damages                            | \$ 0 |
| General Damages                        | \$       |                                                               |      |
| Total Damages incurred to date         | \$       |                                                               |      |
|                                        |          | Total amount claimed as of date of presentation of this claim | \$   |

Was damage and/or injury investigated by police? N/A If so, what city? N/A File #: N/A

Were paramedics or ambulance called? N/A If so, name city or ambulance N/A

If injured, state date, time, N/A

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

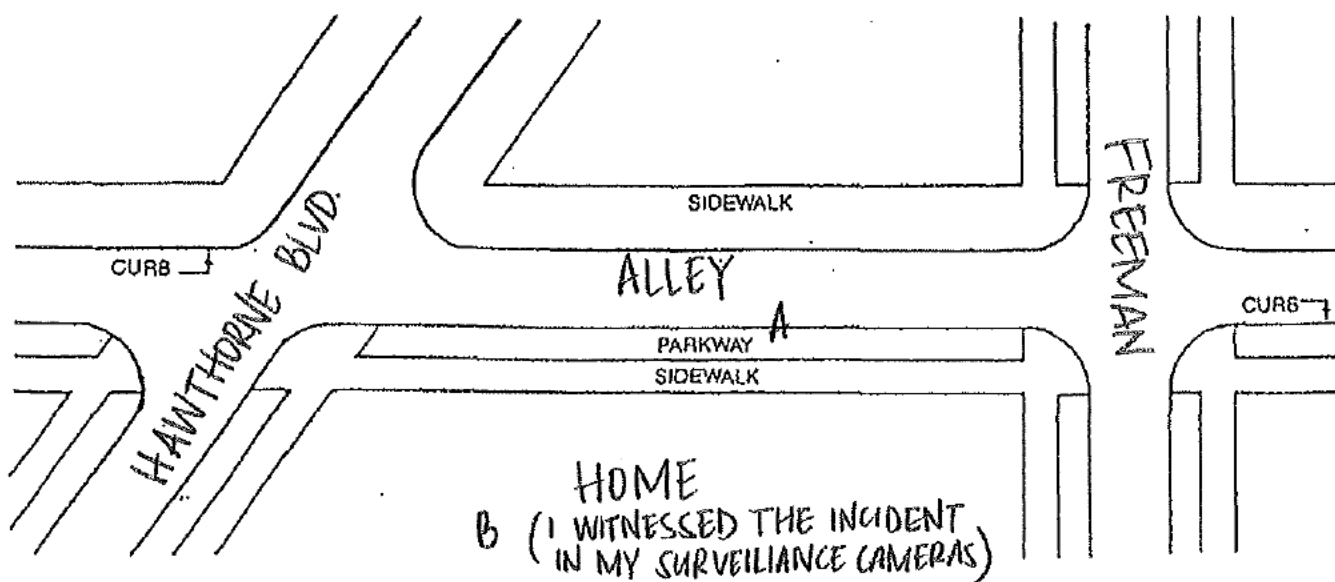
WITNESSES to DAMAGE or INJURY: List all persons and addresses of person known to have information:

|            |               |             |
|------------|---------------|-------------|
| Name _____ | Address _____ | Phone _____ |
| Name _____ | Address _____ | Phone _____ |
| Name _____ | Address _____ | Phone _____ |

DOCTORS and HOSPITALS:

|                     |                    |                                    |
|---------------------|--------------------|------------------------------------|
| Hospital <u>N/A</u> | Address <u>N/A</u> | Date of Hospitalization <u>N/A</u> |
| Doctor <u>N/A</u>   | Address <u>N/A</u> | Date of Treatment <u>N/A</u>       |
| Doctor <u>N/A</u>   | Address <u>N/A</u> | Date of Treatment <u>N/A</u>       |

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



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

Typed/Printed Name

Date

Wilfredo Perez

10/24/23



**CARL WARREN & COMPANY**

Claims Management and Solutions

A  **VENBROOK** Company

TO: City of Lawndale

12/12/2023

ATTENTION: Raylette Felton, Shaundra Burnam

RE: Claim : Wilfredo Perez V. City of Lawndale  
Claimant : Wilfredo Perez  
Member : City of Lawndale  
Date Rec'd by Mbr : 10-25-2023  
Date of Event : 08-03-2023  
CW File Number : CJP-3050023

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

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

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

Very Truly Yours,

*Janice Baluyut*

Janice Baluyut

Claims Examiner

Carl Warren & Company, LLC | A Venbrook Company

Direct: 657.622.4326

Email: [JBaluyut@CarlWarren.com](mailto:JBaluyut@CarlWarren.com)



## CITY OF LAWDALE

14717 BURIN AVENUE, LAWDALE, CALIFORNIA 90260  
PHONE (310) 973-3200 ♦ [www.lawndalecity.org](http://www.lawndalecity.org)

DATE: February 5, 2024

TO: Honorable Mayor and City Council

FROM: Sean M. Moore, City Manager 

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

SUBJECT: **Approval of the General Services Agreement Renewal with County of Los Angeles**

### BACKGROUND

The General Services Agreement between the City of Lawndale and the County of Los Angeles (County) allows the County to provide a variety of general municipal services to the City on a “as needed” basis. The current General Services Agreement was renewed and executed in 2019 for a five (5) year term and will expire on June 30, 2024. It is recommended that City Council approve the renewal of the General Services Agreement for another five (5) year period.

### STAFF REVIEW

For many years, the City has engaged in service agreements directly with various County departments to provide ongoing specialized complex services, such as law enforcement, building and safety, animal care/control, public health code enforcement, and engineering/ public works (traffic engineering, traffic signal maintenance, gutter, sewer, storm drain, etc.). The County’s General Services Agreement (Agreement) allows the County to provide miscellaneous services, to include prosecution of city ordinances, direct assessment collections, and a variety of public works services, with an ability to augment services in the future as needed.

The County has prepared and submitted a renewal Agreement for the City’s consideration and execution. The Agreement is for five (5) years, covering the period beginning July 1, 2024, through June 30, 2029, with the possibility of renewal for an additional five (5) years at the discretion of City Council and the Board of Supervisors approval. The renewal Agreement is the same as prior years, identifying the method in which the cost for services is established and referencing indemnification for potential liabilities. Renewing the Agreement will allow the County to facilitate the efficient delivery of municipal services to the City’s constituents seamlessly. As the services provided by the County are essential to the maintenance of the City’s infrastructure, staff recommends the approval of the current Agreement with the County of Los Angeles.

### LEGAL REVIEW

The City Attorney’s office has reviewed and approved the General Services Agreement with the County of Los Angeles as to form.

FISCAL IMPACT

Approval of the County of Los Angeles General Services Agreement has no additional fiscal impact. The cost for County services is determined annually by the County Auditor-Controller and adopted by the Board of Supervisors. The funding for the County services is budgeted annually and any increase in cost will be included in the operating budget for fiscal year 2024-2025

RECOMMENDATION

Staff recommends that the City Council approve the General Services Agreement with the County of Los Angeles for the five (5) year period of June 30, 2024, to July 1, 2029.

Attachment: County of Los Angeles General Services Agreement for June 30, 2024, to July 1, 2029.

# Attachment

## **GENERAL SERVICES AGREEMENT**

THIS GENERAL SERVICES AGREEMENT ("Agreement"), dated for purposes of reference only, July 1, 2024, is made by and between the County of Los Angeles, hereinafter referred to as the "County," and the City of Lawndale, hereinafter referred to as the "City." RECITALS:

(a) The City is desirous of contracting with the County for the performance by its appropriate officers and employees of City functions.

(b) The County is agreeable to performing such services on the terms and conditions hereinafter set forth.

(c) Such contracts are authorized and provided for by the provisions of Section 56½ of the Charter of the County of Los Angeles and Section 51300, *et seq.*, of the Government Code.

### THEREFORE, THE PARTIES MUTUALLY AGREE AS FOLLOWS:

1. The County agrees, through its officers, agents and employees, to perform those City functions, which are hereinafter provided for.

2. The City shall pay for such services as are provided under this Agreement at rates to be determined by the County Auditor-Controller in accordance with the policies and procedures established by the Board of Supervisors.

These rates shall be readjusted by the County Auditor-Controller annually effective the first day of July of each year to reflect the cost of such service in accordance with the policies and procedures for the determination of such rates as adopted by the Board of Supervisors of County.

3. No County agent, officer or department shall perform for said City any

function not coming within the scope of the duties of such agent, officer or department in performing services for the County.

4. No service shall be performed hereunder unless the City shall have available funds previously appropriated to cover the cost thereof.

5. No function or service shall be performed hereunder by any County agent, officer or department unless such function or service shall have been requested in writing by the City on order of the City Council thereof or such officer as it may designate and approved by the Board of Supervisors of the County, or such officer as it may designate, and each such service or function shall be performed at the times and under circumstances which do not interfere with the performance of regular County operations.

6. Whenever the County and City mutually agree as to the necessity for any such County agent, officer or department to maintain administrative headquarters in the City, the City shall furnish at its own cost and expense all necessary office space, furniture, and furnishings, office supplies, janitorial service, telephone, light, water, and other utilities. In all instances where special supplies, stationery, notices, forms and the like must be issued in the name of the City, the same shall be supplied by the City at its expense.

It is expressly understood that in the event a local administrative office is maintained in the City for any such County agent, officer or department, such quarters may be used by the County agent, officer or department in connection with the performance of its duties in territory outside the City and adjacent thereto provided, however, that the performance of such outside duties shall not be at any additional cost to the City.

7. All persons employed in the performance of such services and functions for

the City shall be County agents, officers or employees, and no City employee as such shall be taken over by the County, and no person employed hereunder shall have any City pension, civil service, or other status or right.

For the purpose of performing such services and functions, and for the purpose of giving official status to the performance hereof, every County agent, officer and employee engaged in performing any such service or function shall be deemed to be an agent, officer or employee of said City while performing service for the City within the scope of this agreement.

8. The City shall not be called upon to assume any liability for the direct payment of any salary, wages or other compensation to any County personnel performing services hereunder for the City, or any liability other than that provided for in this agreement.

Except as herein otherwise specified, the City shall not be liable for compensation or indemnity to any County employee for injury or sickness arising out of his or her employment.

9. The parties hereto have executed an Assumption of Liability Agreement approved by the Board of Supervisors on December 27, 1977 and/or a Joint Indemnity Agreement approved by the Board of Supervisors on October 8, 1991. Whichever of these documents the City has signed later in time is currently in effect and hereby made a part of and incorporated into this agreement as set out in full herein. In the event that the Board of Supervisors later approves a revised Joint Indemnity Agreement and the City executes the revised agreement, the subsequent agreement as of its effective date shall supersede the agreement previously in effect between the parties hereto.

10. Each County agent, officer or department performing any service for the

City provided for herein shall keep reasonably itemized and in detail work or job records covering the cost of all services performed, including salary, wages and other compensation for labor, supervision and planning, plus overhead, the reasonable rental value of all County-owned machinery and equipment, rental paid for all rented machinery or equipment, together with the cost of an operator thereof when furnished with said machinery or equipment, the cost of all machinery and supplies furnished by the County, reasonable handling charges, and all additional items of expense incidental to the performance of such function or service.

11. All work done hereunder is subject to the limitations of the provisions of Section 23008 of the Government Code, and in accordance therewith, before any work is done or services rendered pursuant hereto, an amount equal to the cost or an amount 10% in excess of the estimated cost must be reserved by the City from its funds to ensure payment for work, services or materials provided hereunder.

12. The County shall render to the City at the close of each calendar month an itemized invoice which covers all services performed during said month, and the City shall pay County therefore within thirty (30) days after date of said invoice.

If such payment is not delivered to the County office which is described on said invoice within thirty (30) days after the date of the invoice, the County is entitled to recover interest thereon. Said interest shall be at the rate of seven (7) percent per annum or any portion thereof calculated from the last day of the month in which the services were performed.

13. Notwithstanding the provisions of Government Code Section 907, if such payment is not delivered to the County office which is described on said invoice within thirty (30) days after the date of the invoice, the County may satisfy such indebtedness,

including interest thereon, from any funds of any such City on deposit with the County without giving further notice to said City of County's intention to do so.

14. This Agreement shall become effective on the date herein-above first mentioned and shall run for a period ending June 30, 2029, and at the option of the City Council of the City, with the consent of the Board of Supervisors of County, shall be renewable thereafter for an additional period of not to exceed five (5) years.

15. In the event the City desires to renew this Agreement for said five-year period, the City Council shall not later than the last day of May 2029, notify the Board of Supervisors of County that it wishes to renew the same, whereupon the Board of Supervisors, not later than the last day of June 2029, shall notify the City Council in writing of its willingness to accept such renewal. Otherwise, such Agreement shall finally terminate at the end of the aforescribed period.

Notwithstanding the provisions of this paragraph herein-above set forth, the County may terminate this Agreement at any time by giving thirty (30) days' prior written notice to the City. The City may terminate this Agreement as of the first day of July of any year upon thirty (30) days' prior written notice to the County.

16. This Agreement is designed to cover miscellaneous and sundry services which may be supplied by the County of Los Angeles and the various departments thereof. In the event there now exists or there is hereafter adopted a specific contract between the City and the County with respect to specific services, such contract with respect to specific services shall be controlling as to the duties and obligations of the parties anything herein to the contrary notwithstanding, unless such special contract adopts the provisions hereof by reference.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed by their duly authorized officers.

Executed this \_\_\_\_\_ day of \_\_\_\_\_ 2024.

The City of Lawndale,

By \_\_\_\_\_  
Mayor

ATTEST:

City Clerk

**THE COUNTY OF LOS ANGELES**

By \_\_\_\_\_

By \_\_\_\_\_  
Chair, Board of Supervisors

ATTEST:

CELIA ZAVALA  
Executive Officer/Clerk  
of the Board of Supervisors

By \_\_\_\_\_  
Deputy

APPROVED AS TO FORM:

DAWYN R. HARRISON  
County Counsel

By \_\_\_\_\_  
Senior Deputy



# CITY OF LAWNDALE

14717 BURIN AVENUE, LAWNDAL, CALIFORNIA 90260  
PHONE (310) 973-3200 ♦ [www.lawndalecity.org](http://www.lawndalecity.org)

February 5, 2024

TO: Honorable Mayor and City Council

FROM: Sean M. Moore, City Manager

REVIEWED BY: Jared Chavez, Community Development Manager

PREPARED BY: Jose Hernandez, Associate Planner

SUBJECT: **Consideration of Ordinance No. 1205-24 to amend certain sections in Title 17 of the Lawndale Municipal Code pertaining to accessory dwelling units within the City of Lawndale.**

## BACKGROUND

Since 2016, there has been considerable discussion throughout California regarding solutions that would aid in the increased production of housing. As a result, the State Legislature passes on nearly an annual basis now a handful of laws that limit local regulation of housing. One set of new State regulations is that of what used to be called “granny flats” but now are known as “accessory dwelling units” (“ADUs”). Between 2016 and 2017 the following bills were authored and subsequently amended: Assembly Bill (“AB”) 2406, AB 2299, SB 1069, AB 494, Senate Bill (“SB”) 229 and SB 1226.

In 2019, the California Legislature approved, and the Governor signed into law, a number of additional bills (“2019 ADU Laws”) that, among other things, amended Government Code section 65852.2 and 65852.22 to impose new limits on local authority to regulate ADUs and Junior ADUs (JADUs). The following bills were signed by Governor Newsom in 2019: AB 881, AB 68 and SB 13. Assembly Bills 881 and 68 include a sunset provision to expire on January 1, 2025, that prohibits owner occupancy requirements.

The following year, 2020, AB 3182 and SB 1030 were signed into law and became effective on January 2021. These Bills required City agencies to approve one ADU and one JADU within a proposed or existing single-family dwelling.

In 2022, the California Legislature approved, and the Governor signed into law SB 897 and AB 2221. These bills made changes to timeframes for an ADU/JADU application, setback standards, heights, and required objective standards.

Most recently in 2023, the California Legislature approved, and the Governor signed into law AB 976 that amended Government Code section 65852.2 to impose new limits on local authority to regulate Accessory Dwelling Units (ADUs). This bill would prohibit a local agency from imposing an owner-occupancy requirement on any accessory dwelling unit. Previously, State law explicitly recognized that a local jurisdiction may desire to have a property owner on-site when an ADU is also on the property.

This bill removes that discretion from local jurisdictions and essentially turns all properties with ADUs into potential absentee-landlord situations.

#### STAFF REVIEW

The proposed amendments to the Lawndale Municipal Code (LMC) will bring the City's ADU Ordinance into compliance with the recent changes in the State Law. Previously, when ADUs were first regulated under that name, owner-occupancy of either the main unit or the ADU was left up to the discretion of the local jurisdiction. This meant that each city and county could use its own judgment and its own priorities in deciding whether or not to require owner-occupancy. Later, a short-term ADU bill was passed that stopped owner-occupancy requirements until January 1, 2025. Under that bill and beginning on that date, local agencies would be authorized to again impose an owner-occupancy requirement on an ADU property. Lawndale had such a requirement and was ready to impose it. However, AB 976 was signed into law on October 11, 2023, and took effect January 1, 2024, with the effect that Lawndale and other local jurisdictions are now prohibited from imposing an owner-occupancy requirement on any ADU property. The new law also clarifies existing legislation which authorizes local governments to require ADU rentals be for terms of 30 days or longer.

The proposed amendment to the Lawndale Municipal Code reflects this prohibition by removing owner occupancy language in Section 17.48.056(C)(16).

#### ENVIRONMENTAL ASSESSMENT

The Planning Commission made a recommendation to City Council that the proposed amendment is from the California Environmental Quality Act (CEQA) pursuant to Public Resources Code Section 21080.17 and CEQA Guidelines section 15282(h). These sections statutorily exempt the adoption of an ordinance implementing provisions of Government Code Section 65852.1 and 65852.2. This ordinance would allow for the construction of accessory dwelling units in residential zones consistent with, and as required by, State Law. Additionally, the ordinance is exempt from CEQA under Section 15061(b)(3) of the CEQA Guidelines, which provides that CEQA only applies to projects that have the potential for causing a significant effect on the environment. Where, as here, it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment, the activity is not subject to CEQA. The proposed amendments to the Accessory Dwelling Unit Ordinance are consistent with the state law.

#### LEGAL REVIEW

The City Attorney has reviewed Ordinance No. 1205-24 and has approved it as to form.

#### PUBLIC REVIEW

The Notice of public hearing was posted on the City's notice board located outside City Hall and published in the *Daily Breeze* on January 27, 2024.

COMMISSION REVIEW

On January 24, 2024, the Planning Commission held a public hearing, reviewed and approved Resolution No. 24-02 recommending that the City Council adopt the draft Ordinance No. 1205-04.

FISCAL IMPACT

No additional funding required.

RECOMMENDATION

It is recommended that the City Council do the following;

- A. Conduct a public hearing;
- B. Determine that Ordinance No. 1205-24 is exempt from the California Environmental Quality Act (“CEQA”) pursuant to Section 15061(b)(3) and Section 15282(h) of the CEQA Guidelines; and
- C. Introduce for first reading by title only Ordinance No. 1205-24, an Ordinance amending the Lawndale Municipal Code regarding ADUs to reflect recent changes in state law, and waive further reading.

Attachments:     *A. Ordinance No. 1205-24*  
                          *B. PC Resolution No 24-02*

**Attachment A.**  
Ordinance No. 1205-24

**DRAFT ORDINANCE NO. 1205-24**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF  
LAWNDALE, CALIFORNIA AMENDING CERTAIN SECTIONS IN  
TITLE 17, ZONING, OF THE LAWNDALE MUNICIPAL CODE  
REGARDING ACCESSORY DWELLING UNITS AND A FINDING  
OF EXEMPTION FROM CEQA**

SUMMARY: This ordinance amends the regulations in the City's Zoning Code for accessory dwelling units consistent with new state law.

WHEREAS, in light of the statewide shortage of housing, the State laws on accessory dwelling units have been repeatedly expanded to give property owners more latitude to add new housing units; and

WHEREAS, the Governor of the State of California signed Assembly Bill 976 (AB 976) and, which will become effective on January 1, 2024, to among other things, make certain clarifying changes state laws related to Accessory Dwelling Units ("ADUs"); and

WHEREAS, the City Council now desires to revise the City's Zoning Code regarding ADUs to make the City's code compliant with the Bill; and

WHEREAS, the Planning Commission considered this ordinance at a properly noticed public hearing on January 24, 2024, and recommended adoption by the City Council; and

WHEREAS, the City Council, after notice duly given as required by law, held a public hearing on February 5, 2024 in the City Hall council chamber located at 14717 Burin Avenue, Lawndale, California, to consider this matter.

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

SECTION 1. The City Council of the City of Lawndale hereby makes the following findings:

- A. The above recitals are true and correct and incorporated fully herein.
- B. The changes to the Zoning Code (Title 17) of the City of Lawndale made by this Ordinance are consistent with the General Plan of the City of Lawndale.

SECTION 2. Section 17.48.056, subsection C, of the Lawndale Municipal Code is amended to read, in its entirety, as follows (deletions marked in ~~strike through~~, additions in ***bold and italics***):

"C. Accessory dwelling units on a lot zoned for single-family or multifamily use that is either attached or detached from the primary structure must comply with the following requirements:

- 1. The lot on which an accessory dwelling unit is located must be one in which residential uses are permitted and contain an existing or proposed single-family or multifamily dwelling.
- 2. The accessory dwelling unit will be located on the same lot as the proposed or existing primary dwelling and either: (a) attached to; (b) located within the proposed or existing primary dwelling, including attached garages, storage areas or similar uses; (c) within an accessory structure; or (d) detached from the proposed or existing primary dwelling.

3. No more than one accessory dwelling unit is permitted, except as allowed by subsection D of this section.

4. The total area of floor space of an attached accessory dwelling unit shall not exceed either: (a) fifty percent of the existing primary dwelling living area, but in no case shall said requirement prohibit an eight hundred square foot accessory dwelling unit; or (b) eight hundred fifty square feet for a unit with one bedroom; or (c) one thousand square feet for an accessory dwelling unit that provides more than one bedroom.

5. The total area of floor space of a detached accessory dwelling unit shall not exceed one thousand square feet for an accessory dwelling unit that provides more than one bedroom.

6. Accessory dwelling units shall comply, without limitation, with all applicable building and safety codes as adopted by Title 15 of the Lawndale Municipal Code.

7. No passageway shall be required in conjunction with the construction of an accessory dwelling unit.

8. No setback shall be required for an ADU constructed within an existing living area or accessory structure or a structure constructed in the same location and to the same dimensions as an existing structure that is converted to an ADU or to a portion of an ADU. However, a setback of four feet from the side and rear lot lines shall be required for both an accessory dwelling unit that is not converted from an existing structure and any new structure constructed in the same location and to the same dimensions as an existing structure.

9. The ADU shall comply with the lot coverage percentage and open space requirements of the zone in which the parcel is located, except that application of this standard shall not preclude the construction of an ADU of at least eight hundred square feet with four-foot side and rear yard setbacks, in compliance with all other local development standards.

10. An ADU will not be required to provide fire sprinklers if they are not required for the primary residence.

11. The accessory dwelling unit shall be architecturally compatible and designed such that it matches with the design of the primary dwelling unit in terms of exterior treatment, landscaping, and architecture, including, but not limited to, roofing pitch, roofing materials, and paint color.

12. The maximum height of an accessory dwelling unit shall be eighteen feet in height or twenty five feet if the ADU meets the requirements set forth under Section 17.48.056 (D)(2)(c).

13. Parking requirements for accessory dwelling units shall be one parking space per accessory dwelling unit. These parking spaces may be provided as tandem parking, including on a driveway or in setback areas, excluding the non-driveway front yard setback. No parking shall be required for an accessory dwelling unit in any of the following circumstances:

a. The accessory dwelling unit is located within one-half mile walking distance of public transit.

b. The accessory dwelling unit is located within an architecturally and historically significant historic district.

c. The accessory dwelling unit is part of the proposed or existing primary residence or an accessory structure.

d. On-street parking permits are required but not offered to the occupant of the accessory dwelling unit.

- e. There is a car share vehicle located within one block of the accessory dwelling unit.

14. When a garage, carport, or covered parking structure is demolished in conjunction with the construction of an accessory dwelling unit or converted to an accessory dwelling unit, the city will not require that those off-street parking spaces be replaced.

15. Other than as set forth in subsection (A)(14) above, nothing in this section shall prohibit the City from enforcing the parking requirements for the existing single-family residence or multi-family residence on the same parcel as the ADU, in a manner consistent with state law.

16. Before permit issuance, the city shall be provided with a copy of the recorded deed restriction, which shall run with the land, using the city's form, memorializing the following: ~~(a) starting January 1, 2026, either the primary residence or the accessory dwelling unit must be owner-occupied at all times as required by state law;~~ ~~(b)~~ *(a)* the accessory dwelling unit shall not be sold or owned separately from the primary residence, and the property shall not be subdivided in any manner which would authorize such separate sale or ownership; ~~(e)~~ *(b)* neither the primary residence nor the accessory dwelling unit on the property may be rented for a period of less than thirty days; and ~~(d)~~ *(c)* the accessory dwelling unit may not exceed the size and attributes described in the deed restriction. This section shall comply with any future amendments to state law.

17. Building Separation. An accessory dwelling unit shall comply with the building separation requirements of the underlying zone including the twenty foot building separation requirement in the Single Family Residential (R-1) zone, but in no case shall said requirement prohibit an accessory dwelling unit that is a minimum of eight hundred square feet, maximum of eighteen feet in height with four-foot side and rear yard setbacks.

18. Landscaping. All setback areas shall be landscaped as required by Section 17.44.015 of this code.

19. Location. An ADU of at least 800 square feet shall exhaust all possible scenarios and/or options before considering a proposal to locate an ADU within the front yard setback, which include the following in no particular order:

- a. ADU proposal at the rear and or side yard of the subject lot (detached or conversion of an existing legal structure).
- b. ADU proposal within the legal enclosed area of a proposed or existing single family residence of the subject lot.
- c. ADU proposal that is an expansion/addition of a proposed or existing singly family residence.
- d. All applicable Lawndale Municipal Code development standards of the underlying zone must be met."

SECTION 3. This Ordinance is exempt from the California Environmental Quality Act ("CEQA") pursuant to Public Resources Code Section 21080.17 and CEQA Guidelines section 15282(h). These sections statutorily exempt the adoption of an ordinance implementing provisions of Government Code Section 65852.1 and 65852.2. This ordinance would allow for the construction of accessory dwelling units in residential zones consistent with and as required by state law. Additionally, this ordinance is exempt from CEQA under Section 15061(b)(3) of the CEQA Guidelines, which provides that CEQA only applies to projects that have the potential for causing a significant effect on the environment. Where, as here, it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment, the activity is not subject to CEQA.

SECTION 4. 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 5. 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 posted and published in a newspaper of general circulation in the manner required by law.

PASSED, APPROVED, AND ADOPTED this \_\_\_\_ day of \_\_\_\_\_, 2024.

\_\_\_\_\_  
Robert Pullen-Miles, Mayor

ATTEST:

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

I, Erica Harbison, City Clerk of the City of Lawndale, California, do hereby certify that the City Council duly approved and adopted the foregoing Ordinance No. 1205-24 at its regular meeting held on the 5<sup>th</sup> day of February, 2024, by the following roll call vote:

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

\_\_\_\_\_  
Erica Harbison, City Clerk

\_\_\_\_\_  
Date

APPROVED AS TO FORM:

\_\_\_\_\_  
Gregory Murphy, City Attorney

**Attachment B.**  
PC Resolution No. 24-02

## RESOLUTION NO. 24-02

### **A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF LAWDALE, CALIFORNIA RECOMMENDING THE CITY COUNCIL AMEND TITLE 17 OF THE LAWDALE MUNICIPAL CODE, PERTAINING TO ACCESSORY DWELLING UNITS (CITYWIDE) AND FIND THE AMENDMENT IS EXEMPT FROM CEQA**

WHEREAS, the Governor of the State of California signed Assembly Bill 976 (AB 976) which will be effective on January 1, 2024, to, among other things, make certain clarifying changes state laws related to Accessory Dwelling Units (“ADUs”); and

WHEREAS, Title 17 (Zoning) of the City of Lawndale City’s Municipal Code (“Planning and Zoning Code”) provides for the organized, predictable and efficient development of land within the City; and

WHEREAS, The Planning and Zoning Code establishes land use districts throughout the City and regulates the development of land in each district, including construction of accessory dwelling units; and

WHEREAS, California state law authorizes cities to act by ordinance to provide for the creation and regulation of accessory dwelling units (“ADU”); and

WHEREAS, the Planning Commission now desires to recommend that the City Council revise the City’s Zoning Code related to ADUs to make the Lawndale Municipal Code (LMC) compliant with Assembly Bill (AB 976) that was signed by the Governor on October 11, 2023 becoming effective January 1, 2024 prohibiting a local agency from imposing an owner-occupancy requirement to any ADU; and

WHEREAS, on January 24, 2024, the Planning Commission considered the proposed amendments to Title 17 of the LMC at a properly noticed public hearing; and

WHEREAS, evidence was heard and presented from all persons interested in affecting said proposal, from all persons protesting the same and from members of the City staff, and the Planning Commission has reviewed, analyzed and studied said proposal.

**NOW, THEREFORE, THE PLANNING COMMISSION OF THE CITY OF LAWDALE, CALIFORNIA DOES HEREBY RESOLVE AND RECOMMEND AS FOLLOWS:**

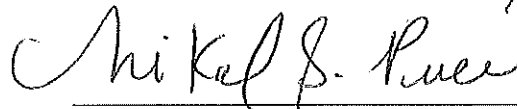
Section 1. The Planning Commission finds and determines that the recitals above are true and correct.

Section 2. The Planning Commission further finds and determines that the changes to the City’s Zoning Code proposed by this Ordinance are consistent with the General Plan of the City of Lawndale. Additionally, the proposed updates to the Lawndale Municipal Code would bring the City’s Code into compliance with the State Laws pertaining to Accessory Dwelling Units.

Section 3. The Planning Commission does hereby recommend that the City Council amend the Lawndale Municipal Code, by adopting the proposed ordinance, amend the Code regarding Accessory Dwelling Units in order to reflect recent changes in State Law.

Section 4. The Planning Commission does hereby recommend that the City Council find and determine that the proposed amendments are exempt from the California Environmental Quality Act ("CEQA") pursuant to Public Resources Code Section 21080.17 and CEQA Guidelines section 15282(h). These sections statutorily exempt the adoption of an ordinance implementing provisions of Government Code Section 65852.1 and 65852.2. This ordinance would allow for the construction of accessory dwelling units in residential zones consistent with and as required by state law. Additionally, the ordinance is exempt from CEQA under Section 15061(b)(3) of the CEQA Guidelines, which provides that CEQA only applies to projects that have the potential for causing a significant effect on the environment. Where, as here, it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment, the activity is not subject to CEQA. The amendments to the Lawndale Municipal Code would update the City's Accessory Dwelling Unit Ordinance in order to reflect recent changes in state law.

**PASSED, APPROVED AND ADOPTED THIS 24<sup>th</sup> DAY OF JANUARY, 2024**



Ni Kal S. Price, Chairperson  
Lawndale Planning Commission

ATTEST

STATE OF CALIFORNIA                     )  
COUNTY OF LOS ANGELES            )     SS  
CITY OF LAWNDALE                     )

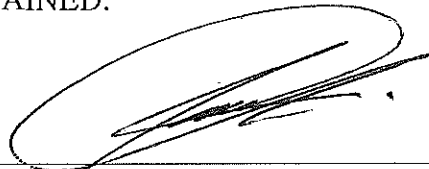
I, Jared Chavez, Community Development Manager for the City of Lawndale, California, do hereby certify that the foregoing **Resolution No. 24-02** was duly approved by the Planning Commission of the City of Lawndale at a regular meeting of said Commission held on the **24<sup>th</sup> day of January, 2024** by the following roll call vote:

AYES:                     Price, Martinez, Sitka, Smith, Urrutia

NOES:

ABSENT:

ABSTAINED:



Jared Chavez,  
Community Development Manager

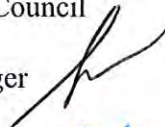


# CITY OF LAWDALE

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

DATE: February 5, 2024

TO: Honorable Mayor and City Council

FROM: Sean M. Moore, City Manager 

PREPARED BY: Yvette Hall, Assistant City Clerk 

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

## BACKGROUND

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

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

## STAFF REVIEW

At the meeting of January 16, 2024, the City Council reviewed the current appointments list. It was decided by the City Council that the Fiscal Year 2024-25 Budget Ad Hoc Subcommittee be modified by appointing Mayor Pro Tem Suarez to replace Councilmember Cuevas, the Metro C Line (Green) Extension Ad Hoc Subcommittee be modified by appointing Councilmember Cuevas to replace Councilmember Hofmann Gorman, and to maintain the current appointments for the remaining committees.

The Parking and Traffic Solutions Ad Hoc Subcommittee was inadvertently excluded from the staff report presented at the January 16, 2024, City Council Meeting.

The Parking and Traffic Solutions Ad Hoc Subcommittee's discussions have concluded. Therefore, staff is seeking direction from the City Council on whether this committee can be dissolved (if subject matter has been completed), if there are outstanding tasks that have not yet been resolved, and if any modifications, replacement, or continued appointment of members is desired.

The following list demonstrates the current appointments to the Parking and Traffic Solutions Ad Hoc Subcommittee:

### Parking and Traffic Solutions Ad Hoc Subcommittee

Councilmember Rhonda Hofmann Gorman (Appointed at a Special Meeting 1/30/23)

Councilmember Pat Kearney (Appointed at a Special Meeting 1/30/23)

LEGAL REVIEW

The City Attorney has reviewed and approved this report.

FISCAL IMPACT

None.

RECOMMENDATION

Staff recommends that the City Council review the Parking and Traffic Solutions Ad Hoc Subcommittee and direct staff on whether this committee can be dissolved (if subject matter has been completed), or if there are outstanding tasks that have not yet been resolved, and if any modifications, replacement, or continued appointment of members is desired.

ATTACHMENT

A. Current List of Ad Hoc Subcommittees and Standing Committees

## ATTACHMENT A

**List of City Council Ad Hoc Subcommittees & Standing Committees  
2024**

| <b>Ad Hoc Subcommittees</b>                                                                            |  | <b>Standing Committees</b>                                                                           |  |
|--------------------------------------------------------------------------------------------------------|--|------------------------------------------------------------------------------------------------------|--|
| <b>City/School District Park Maintenance and Joint Use Ad Hoc Subcommittee</b>                         |  | <b>City/School Districts Standing Committee</b>                                                      |  |
| Mayor Pro Tem Bernadette Suarez<br>Appointed 1/17/23<br>Reaffirmed 1/16/24                             |  | Councilmember Rhonda Hofmann Gorman<br>Appointed 1/19/21<br>Reaffirmed 1/17/23<br>Reaffirmed 1/16/24 |  |
| Councilmember Sirley Cuevas<br>Appointed 1/19/21<br>Reaffirmed 1/17/23<br>Reaffirmed 1/16/24           |  | Councilmember Pat Kearney<br>Appointed 1/19/21<br>Reaffirmed 1/17/23<br>Reaffirmed 1/16/24           |  |
| <b>Fiscal Year 2024-25 Budget Ad Hoc Subcommittee</b>                                                  |  | <b>Caltrans Maintenance Standing Committee</b>                                                       |  |
| Mayor Pro Tem Bernadette Suarez<br>Appointed 1/16/24<br>Councilmember Pat Kearney<br>Appointed 1/19/21 |  | Mayor Robert Pullen-Miles<br>Appointed 9/20/21<br>Reaffirmed 1/17/23<br>Reaffirmed 1/16/24           |  |
| Reaffirmed 1/17/23<br>Reaffirmed 1/16/24                                                               |  | Councilmember Rhonda Hofmann Gorman<br>Appointed 9/20/21<br>Reaffirmed 1/17/23<br>Reaffirmed 1/16/24 |  |
| <b>Billboard Ad Hoc Subcommittee</b>                                                                   |  | <b>Homeless Solutions Standing Committee</b>                                                         |  |
| Councilmember Rhonda Hofmann Gorman<br>Appointed 1/19/21<br>Reaffirmed 1/17/23<br>Reaffirmed 1/16/24   |  | Mayor Pro Tem Bernadette Suarez<br>Appointed 11/15/21<br>Reaffirmed 1/17/23<br>Reaffirmed 1/16/24    |  |
| Councilmember Pat Kearney<br>Appointed 1/19/21<br>Reaffirmed 1/17/23<br>Reaffirmed 1/16/24             |  | Councilmember Sirley Cuevas<br>Appointed 11/15/21<br>Reaffirmed 1/17/23<br>Reaffirmed 1/16/24        |  |
| <b>Metro C Line (Green) Extension Ad Hoc Subcommittee</b>                                              |  |                                                                                                      |  |
| Mayor Robert Pullen-Miles<br>Appointed 3/15/21<br>Reaffirmed 1/17/23<br>Reaffirmed 1/16/24             |  |                                                                                                      |  |
| Councilmember Sirley Cuevas<br>Appointed 1/16/24                                                       |  |                                                                                                      |  |
| <b>Teen Center Ad Hoc Subcommittee</b>                                                                 |  |                                                                                                      |  |
| Mayor Robert Pullen-Miles<br>Appointed 9/20/21<br>Reaffirmed 1/17/23<br>Reaffirmed 1/16/24             |  |                                                                                                      |  |
| Mayor Pro Tem Bernadette Suarez<br>Appointed 9/20/21<br>Reaffirmed 1/17/23<br>Reaffirmed 1/16/24       |  |                                                                                                      |  |

|                                                                                                                                |  |  |
|--------------------------------------------------------------------------------------------------------------------------------|--|--|
|                                                                                                                                |  |  |
| <b>Parking and Traffic Solutions Ad Hoc Subcommittee</b>                                                                       |  |  |
| Councilmember Rhonda Hofmann Gorman<br>Appointed 1/30/23 (at a Special Meeting)<br>Reappointment pending                       |  |  |
| Councilmember Pat Kearney<br>Appointed 1/30/23 (at a Special Meeting)<br>Reappointment pending                                 |  |  |
|                                                                                                                                |  |  |
|                                                                                                                                |  |  |
| <b>Business Revitalization Ad Hoc Subcommittee</b><br>(formerly a Standing Committee, modified July 17, 2023, by City Council) |  |  |
| Mayor Robert Pullen-Miles<br>Appointed 1/19/21<br>Reaffirmed 1/17/23<br>Reaffirmed 1/16/24                                     |  |  |
| Mayor Pro Tem Bernadette Suarez<br>Appointed 1/19/21<br>Reaffirmed 1/17/23<br>Reaffirmed 1/16/24                               |  |  |
|                                                                                                                                |  |  |
|                                                                                                                                |  |  |

Updated January 16, 2024  
Note: Pending update 2/5/24



# CITY OF LAWDALE

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

February 5, 2024

TO: Honorable Mayor and City Council

FROM: Sean M. Moore, City Manager 

PREPARED BY: Hrant Manuelian, Finance Director/City Treasurer 

SUBJECT: **Fireworks Update 2024**

## BACKGROUND

As part of the City's Fireworks Sales program, the Finance Department is required under Lawndale Municipal Code (LMC) 8.12.100 to review all participating organizations financial information related to their sales of fireworks within the City to ensure that participating entities were in compliance with the terms and conditions of their permits. LMC 8.12.100 requires these non-profit organizations to submit specific financial information to the City on or before September 1<sup>st</sup> of each year.

The financial information includes an accounting of all proceeds from the sale of fireworks including a copy of the state, local and district sales and use tax returns to the City's Finance Department. In addition, these organizations are also required to submit on or before November 30<sup>th</sup> of each calendar year an accounting of expenditures of funds showing that the new revenue earned from the sale of fireworks under any prior permit were spent in the manner required by section 8.12.050(C)(7)(a) of the LMC. The Manager, in accordance with LMC section 8.12.100A, would normally audit a minimum of two participants from the fireworks season. However, since there were only two participants this year both were selected to be audited by the finance department.

## STAFF REVIEW

Two organizations participated in the Lawndale Fireworks Sales program in calendar year 2023. The participants were:

1. Wesleyan Church of Lawndale
2. Lawndale Little League

Both non-profit organizations have previously participated in the Lawndale Fireworks Sales program. They are classified as Domestic Nonprofit organizations with the California Secretary of State and are in good standing. In reviewing the financials both organizations met the qualifications of spending at least 50% of revenues on charities and at least 25% on youth activities within the city.

However, one of the organizations (Wesleyan Church of Lawndale) submitted the financial information packet late and is therefore disqualified from next year's application process as per LMC section 8.12.100A. The other organization (Lawndale Little League) was sent a letter notifying them that their license has been revoked due to violation of Chapter 8.12 of the Lawndale Municipal Code.

City Council Meeting – February 5, 2024  
Fireworks Update 2023

Under LMC 8.12.030(B) “At a regular or special City Council meeting, the city council shall have the power, in its absolute discretion, to deny, grant or revoke a permit to sell safe and sane fireworks and for the erection of a temporary stand for such purpose”.

LEGAL REVIEW

The City Attorney’s office has reviewed this staff report and has approved it as to form.

FISCAL IMPACT

None.

RECOMMENDATION

Staff recommends that the City Council receive and file this Fireworks Update 2024 report and take other action if deemed appropriate.

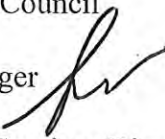


## CITY OF LAWDALE

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

DATE: February 6, 2024

TO: Honorable Mayor and City Council

FROM: Sean M. Moore, City Manager 

PREPARED BY: Michael Reyes, Municipal Services Director 

SUBJECT: **Update of Results for Illegal Fireworks Suppression Plan for 2023**

### BACKGROUND

The City of Lawndale, more than many cities, is challenged in the days leading up to the July 4<sup>th</sup> holiday with an onslaught of illegal fireworks. These illegal fireworks create noise and air pollution, cause health and safety issues, and create a general disturbance for the community. For the past several years, the City has enacted an aggressive enforcement plan to combat the heavy illegal firework usage on and around the July 4<sup>th</sup> holiday in order to improve the quality of life for residents. This plan includes overtime shifts for deputies, a robust public awareness campaign advising of added enforcement, as well as increased penalties for illegal fireworks usage. Additionally, the 2023 detail implemented the use of undercover civilian staff to assist deputies with enforcement for the first time. Each year the plan is reviewed and evaluated for ways to make it more effective, with the plan evolving with each successive year. The following report is an update of the most recent results from the 2023 Illegal Fireworks Suppression Plan

### STAFF REVIEW

Since 2021, Staff have been implementing the Illegal Fireworks Suppression Plan every year on the days leading up to the Fourth of July holiday, to reduce the number of illegal fireworks being lit within the City. In 2023, the City raised the citation amount from \$1,000 to \$2,500 for first offenders caught using or in possession of illegal fireworks, noting in the ordinance raising the citation that the current penalties were not achieving the City's goal of reducing the heavy illegal fireworks usage encountered by residents. City staff were also brought in during the 2023 detail on the July Fourth holiday, to assist Sheriff's deputies with issuing citations.

During the course of the Illegal Fireworks Suppression Detail which lasted from July 1<sup>st</sup> through July 4<sup>th</sup>, 2023, 89 citations were issued, with 36 of those citations being contested through the City's appeals process. Of the 36 citations that were appealed, 19 citations were upheld, while 17 citations were dismissed.

To date, \$110,359.69 has been collected for illegal firework citations from the 2023 Suppression Detail, with the final round of appeals to be held on February 29<sup>th</sup>. Due to the large number of illegal fireworks citations issued this year, appeals for residents receiving citations were extended much later than in previous years. Residents were allowed to appeal their fireworks citations up until the end of October 2023.

City Council Meeting February 6, 2024  
Update of Results for Illegal Fireworks Suppression Plan for 2023

Violating parties who have had their appeals denied using the City's appeals hearing process do have a right under the law to contest the results of their hearing appeals in limited-jurisdiction Superior Court. Currently 3 citations are in that limited-jurisdiction Superior Court review process.

LEGAL REVIEW

The City Attorney has reviewed this staff report and approves it to form.

FISCAL REVIEW

The Director of Finance has reviewed this report and there is no fiscal impact to the City as a result of this Staff Report.

RECOMMENDATION

Staff recommends that the City Council receive and file this Staff Report.

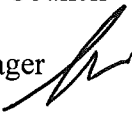


## CITY OF LAWDALE

14717 BURIN AVENUE, LAWDALE, CALIFORNIA 90260  
PHONE (310) 973-3200 ♦ [www.lawndalecity.org](http://www.lawndalecity.org)

DATE: February 5, 2024

TO: Honorable Mayor and City Council

FROM: Sean M. Moore, City Manager 

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

SUBJECT: Quarterly Investment Report for the Quarter Ended December 31, 2023

### BACKGROUND

The attached Quarterly Investment Report for the quarter ended December 31, 2023, is provided to City Council per the City of Lawndale's Investment Policy and State of California's Government Code Section 53646.

### STAFF REVIEW

As of December 31, 2023, the City had total cash and investments (cost basis) of \$53,478,049 plus \$2,373,856 cash with fiscal agent held in a trust for the Lawndale Redevelopment Agency's Tax Allocation Bond 2009 issue, \$1,150 in petty cash and, as of December 2023, \$712,780 maintained in two retirement enhancement plans.

Interest rates have continued to rise through Q4 2023, however at a slower pace than in the past quarters. This is mainly because the Federal Reserve did not increase rates during their last meeting in December. The State Local Agency Investment Fund (LAIF) had an interest rate of 2.04% on December 31, 2022, and has gone up to 3.96% as of December 31, 2023. Rates are expected to possibly increase slightly and are expected to remain at these high levels for longer than previously anticipated. We continue to maintain a majority of cash in LAIF and the City's checking account. For the quarter ended December 31, 2023, the City has remained very liquid with 84.79% of our portfolio in on-demand accounts. The remainder of the portfolio includes 5.97% short-term (maturing in less than one year), 5.5% mid-term (one to three years maturity), and 3.74% long-term (maturing from three to five years) investments.

As interest rates continue to remain high, we look for opportunities to maximize returns on City funds. As the market continues to change we will keep a close watch and take advantage of any upcoming investments. Cash in bank will be monitored and is expected that more will be used to purchase either bonds or CD's to take advantage of interest to the extent possible. The goal is to maintain a healthy balance of cash while maximizing returns.

The investment program provides sufficient liquidity to meet six months of estimated expenditures. All investments are in compliance with California state code 503600 and the City of Lawndale Investment policy.



**CITY OF LAWDALE  
INVESTMENT REPORT**  
Summary of Investments  
For Quarter Ended December 31, 2023

|                                                       | Adjusted Cost Basis | Category Total    | Percent of Portfolio |
|-------------------------------------------------------|---------------------|-------------------|----------------------|
| <b><u>On Call Deposits</u></b>                        |                     |                   |                      |
| Checking Accounts                                     | 21,034,391          |                   |                      |
| LAIF State Pool                                       | 24,309,658          | 45,344,049        | 84.79%               |
| <b><u>Short-Term Investments (1 Year or Less)</u></b> |                     |                   |                      |
| Time Deposits FDIC Insured                            | 3,191,000           |                   | 5.97%                |
| US Government Agency Securities                       | 0                   | 3,191,000         |                      |
| <b><u>Medium-Term Investments (1 to 3 Years)</u></b>  |                     |                   |                      |
| Time Deposits FDIC Insured                            | 2,943,000           |                   |                      |
| US Government Agency Securities                       | 0                   | 2,943,000         | 5.50%                |
| <b><u>Long-Term Investments (3 to 5 Years)</u></b>    |                     |                   |                      |
| Time Deposits FDIC Insured                            | -                   |                   |                      |
| US Government Agency Securities                       | 2,000,000.00        | 2,000,000.00      | 3.74%                |
| <b>Total Cash and Investments</b>                     |                     | <b>53,478,049</b> | <b>100.00%</b>       |

**LEGAL REVIEW**

The City Attorney's office has reviewed this staff report and has approved it as to form.

**FISCAL IMPACT**

Not applicable.

**RECOMMENDATION**

Staff recommends that the City Council receive and file the Quarterly Investment Report for the quarter ended December 31, 2023.

Attachments: Quarterly Investment Report for the quarter ended December 31, 2023.

# ATTACHMENT



**CITY OF LAWDALE  
TREASURY REPORT  
For Quarter Ended December 31, 2023**

|                                                                             |                                 |
|-----------------------------------------------------------------------------|---------------------------------|
| Cash                                                                        | 21,034,391                      |
| Investments                                                                 | 32,443,658                      |
| Petty Cash                                                                  | 1,150                           |
| Public Agency Retirement Services<br>(PARS)- Retirement Enhancement<br>Plan | 695,061                         |
| PARS/ City of Lawndale Excess<br>Benefit Trust - US Bank                    | <u>17,719</u> <u>712,780</u>    |
| <b>Total Cash and Investments</b>                                           | <b><u><u>54,191,979</u></u></b> |

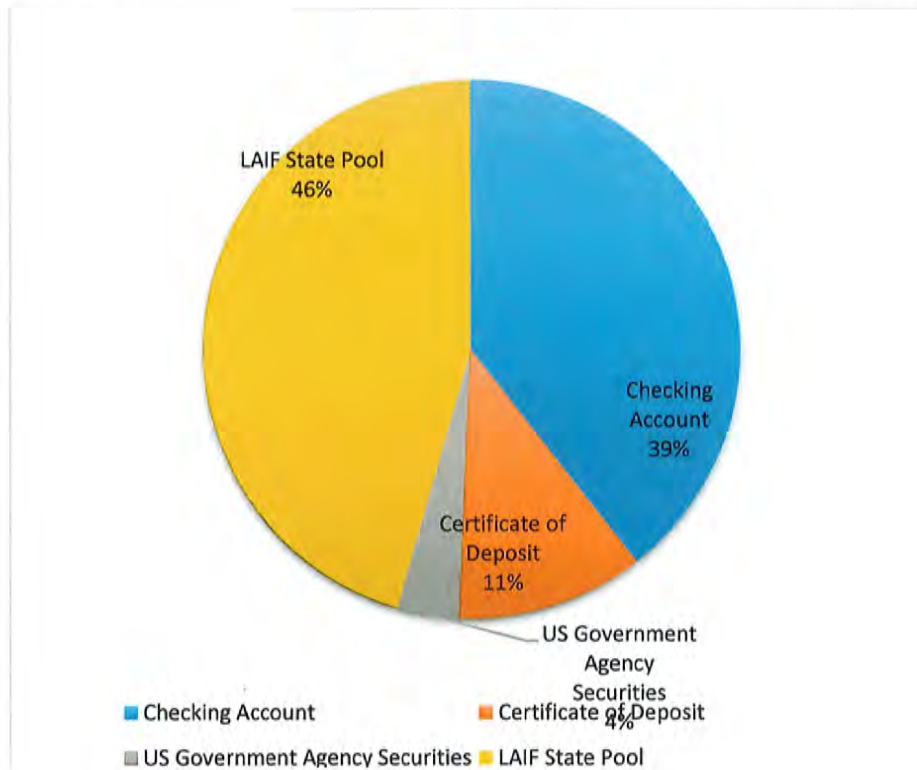


# CITY OF LAWDALE INVESTMENT REPORT

Portfolio Statistics  
For Quarter Ended December 31, 2023

## Portfolio Composition

| <u>Investment Type</u>          | <u>Market Value</u> |
|---------------------------------|---------------------|
| Checking Account                | 21,034,391          |
| Certificate of Deposit          | 6,009,716           |
| US Government Agency Securities | 2,001,273           |
| LAIF State Pool                 | 24,309,658          |
| <b>TOTAL</b>                    | <b>53,355,038</b>   |



**CITY OF LAWSDALE**  
**DETAIL OF INVESTMENTS**  
For Quarter Ended December 31, 2023

|                                                          | Par Value         | Coupon Rate | Moody's/ S&P Rating | Purchase Date | Maturity/ Called Date | Days to Maturity | Yield to Maturity | Cost Basis | Category total    | (memo only) Market Value |
|----------------------------------------------------------|-------------------|-------------|---------------------|---------------|-----------------------|------------------|-------------------|------------|-------------------|--------------------------|
| <b>On Call Deposits</b>                                  |                   |             |                     |               |                       |                  |                   |            |                   |                          |
| Checking Account- Wells Fargo                            | 19,927,401        | N/A         | N/A                 |               | Demand                | 1                | None              | 19,927,401 |                   | 19,927,401               |
| Municipal Investment Account - US Bank                   | 1,106,990         | N/A         | N/A                 |               | Demand                | 1                | None              | 1,106,990  |                   | 1,106,990                |
| Local Agency Investment Fund- City of Lawndale           | 24,308,153        | N/A         | N/A                 |               | Demand                | 1                | 0.20%             | 24,308,153 |                   | 24,308,153               |
| Local Agency Investment Fund- Lawndale Housing Authority | 1,505             | N/A         | N/A                 |               | Demand                | 1                | 0.20%             | 1,505      |                   | 1,505                    |
| <b>On Call Deposits</b>                                  | <b>45,344,049</b> |             |                     |               |                       |                  |                   |            | <b>45,344,049</b> | <b>45,344,049</b>        |
| <b>Short-Term Investments (1 Year or Less)</b>           |                   |             |                     |               |                       |                  |                   |            |                   |                          |
| <i>Time Deposits:</i>                                    |                   |             |                     |               |                       |                  |                   |            |                   |                          |
| Farmers Insurance Group Fed                              | 249,000           | 5.00%       | FDIC                | 1/23          | 1/18/2024             | 110              | 5.00%             | 249,000    |                   | 248,932                  |
| Goldman Sachs Bank USA                                   | 246,000           | 3.00%       | FDIC                | 7/22          | 3/13/2024             | 165              | 3.00%             | 246,000    |                   | 244,777                  |
| Ally Bank                                                | 237,000           | 5.25%       | FDIC                | 6/23          | 6/14/2024             | 258              | 5.25%             | 237,000    |                   | 236,927                  |
| Eaglemark Savings Bank                                   | 237,000           | 5.25%       | FDIC                | 6/23          | 6/20/2024             | 264              | 5.26%             | 237,000    |                   | 236,942                  |
| Beal Bank USA                                            | 246,000           | 3.05%       | FDIC                | 7/22          | 7/10/2024             | 284              | 3.05%             | 246,000    |                   | 243,266                  |
| Morgan Stanley Private Bank                              | 247,000           | 2.30%       | FDIC                | 7/19          | 7/11/2024             | 285              | 2.30%             | 247,000    |                   | 243,251                  |
| Merrick Bank                                             | 249,000           | 2.10%       | FDIC                | 7/19          | 7/12/2024             | 286              | 2.10%             | 249,000    |                   | 244,949                  |
| Commercial Bank Harrogate Tenn                           | 249,000           | 2.00%       | FDIC                | 7/19          | 7/15/2024             | 289              | 2.00%             | 249,000    |                   | 244,756                  |
| Partners 1st Credit Union                                | 248,000           | 5.50%       | FDIC                | 7/23          | 7/17/2024             | 291              | 5.50%             | 248,000    |                   | 248,177                  |
| Washington Federal                                       | 249,000           | 1.95%       | FDIC                | 8/19          | 8/28/2024             | 333              | 1.95%             | 249,000    |                   | 243,846                  |
| BluPeak Credit Union                                     | 240,000           | 5.70%       | FDIC                | 8/23          | 8/29/2024             | 334              | 5.70%             | 240,000    |                   | 240,770                  |
| First Bank Puerto Rico                                   | 249,000           | 1.90%       | FDIC                | 9/19          | 9/6/2024              | 342              | 1.90%             | 249,000    |                   | 243,567                  |
| Capital One NA                                           | 245,000           | 3.45%       | FDIC                | 9/22          | 9/16/2024             | 352              | 3.45%             | 245,000    |                   | 242,203                  |
|                                                          | 3,191,000         |             |                     |               |                       |                  |                   | 3,191,000  |                   | 3,162,363                |
| <i>US Government Agency Securities:</i>                  |                   |             |                     |               |                       |                  |                   |            |                   |                          |
|                                                          | 0                 | -           |                     |               |                       |                  |                   | -          |                   | -                        |
|                                                          |                   | -           |                     |               |                       |                  |                   | -          |                   | -                        |
| <b>Short-Term Investments (1 Year or Less)</b>           | <b>3,191,000</b>  |             |                     |               |                       |                  |                   |            | <b>3,191,000</b>  | <b>3,162,363</b>         |
| <b>Medium-Term Investments (1 to 3 Years)</b>            |                   |             |                     |               |                       |                  |                   |            |                   |                          |
| <i>Time Deposits:</i>                                    |                   |             |                     |               |                       |                  |                   |            |                   |                          |
| Chicago Patrolman Federal Credit Union                   | 240,000           | 5.50%       | FDIC                | 8/23          | 11/29/2024            | 426              | 5.50%             | 240,000    |                   | 240,750                  |
| First Financial Bank USA                                 | 249,000           | 3.00%       | FDIC                | 7/22          | 1/10/2025             | 468              | 3.00%             | 249,000    |                   | 243,642                  |
| Baxter Credit Union                                      | 249,000           | 4.80%       | FDIC                | 1/23          | 1/24/2025             | 482              | 4.80%             | 249,000    |                   | 248,164                  |
| Keybank NA OH                                            | 243,000           | 5.00%       | FDIC                | 3/23          | 3/17/2025             | 534              | 5.00%             | 243,000    |                   | 242,749                  |
| Discover Bank                                            | 246,000           | 3.25%       | FDIC                | 7/22          | 7/14/2025             | 653              | 3.25%             | 246,000    |                   | 239,775                  |
| Connexus Credit Union                                    | 248,000           | 5.20%       | FDIC                | 7/23          | 7/14/2025             | 653              | 5.20%             | 248,000    |                   | 248,890                  |
| Toyota Financial Savings CD                              | 247,000           | 0.70%       | FDIC                | 8/21          | 8/26/2025             | 696              | 0.70%             | 247,000    |                   | 230,545                  |
| California Credit Union                                  | 240,000           | 5.40%       | FDIC                | 8/23          | 8/28/2025             | 698              | 5.40%             | 240,000    |                   | 241,914                  |
| Synchrony Bank Draper UT CD                              | 247,000           | 0.90%       | FDIC                | 8/21          | 8/27/2026             | 1,062            | 0.90%             | 247,000    |                   | 223,505                  |
| Chartway Federal Credit Union                            | 240,000           | 5.30%       | FDIC                | 8/23          | 8/28/2026             | 1,063            | 5.30%             | 240,000    |                   | 242,660                  |
| Medallion Bank UT CD                                     | 247,000           | 0.85%       | FDIC                | 8/21          | 8/31/2026             | 1,066            | 0.85%             | 247,000    |                   | 222,185                  |
| UBS Bank USA CD                                          | 247,000           | 0.95%       | FDIC                | 9/21          | 9/9/2026              | 1,075            | 0.95%             | 247,000    |                   | 222,574                  |
|                                                          | 2,943,000         |             |                     |               |                       |                  |                   | 2,943,000  |                   | 2,847,353                |
| <i>US Government Agency Securities:</i>                  |                   |             |                     |               |                       |                  |                   |            |                   |                          |
|                                                          |                   | -           |                     |               |                       |                  |                   | -          |                   | -                        |
|                                                          |                   | -           |                     |               |                       |                  |                   | -          |                   | -                        |
| <b>Medium-Term Investments (1 - 3 Years)</b>             | <b>2,943,000</b>  |             |                     |               |                       |                  |                   |            | <b>2,943,000</b>  | <b>2,847,353</b>         |
| <b>Long-Term Investments (3 to 5 Years)</b>              |                   |             |                     |               |                       |                  |                   |            |                   |                          |
| <i>US Government Agency Securities:</i>                  |                   |             |                     |               |                       |                  |                   |            |                   |                          |
| Federal Home Ln Mtg Corp                                 | 1,000,000         | 6.00%       | Aaa/AA+             | 10/23/2023    | 10/16/2026            | 1,112            | 6.00%             | 1,000,000  | -                 | 999,971                  |
| Federal Home Ln Mtg Corp                                 | 1,000,000         | 6.00%       | Aaa/AA+             | 9/23/2023     | 9/28/2028             | 1,825            | 6.00%             | 1,000,000  | -                 | 1,001,302                |
| <b>Long-Term Investments (3 to 5 Years)</b>              | <b>2,000,000</b>  |             |                     |               |                       |                  |                   |            | <b>2,000,000</b>  | <b>2,001,273</b>         |
| <b>Total Cash and Investments</b>                        | <b>53,478,049</b> |             |                     |               |                       |                  |                   |            | <b>53,478,049</b> | <b>53,355,038</b>        |



## CITY OF LAWDALE

14717 BURIN AVENUE, LAWDALE, CALIFORNIA 90260  
PHONE (310) 973-3200 ♦ [www.lawndalecity.org](http://www.lawndalecity.org)

DATE: February 5, 2024

TO: Honorable Mayor and City Council

FROM: Sean M. Moore, City Manager 

PREPARED BY: Jared Chavez, Community Development Manager 

SUBJECT: **South Bay Cities Council of Governments Bike Master Plan Update**

### BACKGROUND

This report is being provided to give the City Council an update on the South Bay Cities Council of Governments Bike Master Plan. The City Council adopted the South Bay Bicycle Master Plan on November 7, 2011 (Attachment A). The Plans' purpose was to "regionally connect the cities of Lawndale, Redondo Beach, El Segundo, Hermosa Beach, Gardena, Manhattan Beach and Torrance via a bicycle network." The main purpose of the plan was to determine if the network would work and how it would work as well as to check for sufficient infrastructure.

On October 20, 2014, the City Council approved authorization to partially fund the Hawthorne Boulevard Bicycle lanes project through Metro Call for Projects grant. The project consisted of Class II bicycle lanes and bike racks on Hawthorne Boulevard between Rosecrans Ave. and Manhattan Beach Boulevard. The bicycle lanes were going to be installed between the parking lane and the right edge of the third travel lane. However, on May 1, 2017 the Council reported the project infeasible. On July of 2017 the Public Works Department prepared a Staff report to bring back the project which proposed a Bike friendly Street on Freeman Avenue. The project was discussed by the Council, and it was recommended to approach Metro for additional funding to install bike racks and explore alternative projects.

The project was brought back to the City Council for discussion on April 2, 2018. The public works department provided an alternative to Hawthorne Boulevard routes. The plan proposed a combined Class II and Class III shared bike lane marking on 166<sup>th</sup> Street, Class III on Freeman Ave. and complete street approach on 147<sup>th</sup> Street. The proposal was discussed but no action was taken, and the item was tabled.

### SUMMARY:

Staff recently reached the South Bay Cities Council of Governments and requested a status update on the project (See attachment E). The South Bay Cities Council of Governments has not updated the Master bicycle plan but is currently working on the South Bay local Travel Network (LTN). This concept began with a study conducted by Metro in 2017. This concept was then refined by a Caltrans sustainability grant, which resulted in the South Bay LTN. The LTN is a regional plan to safely route personally owned,

slow-speed, zero-emission vehicles. The LTN directs users through slow-speed neighborhood streets, directing them through safer streets with controlled intersections. The first pilot project is currently being worked on in the City of El Segundo. The South Bay Cities Council of Governments would like to provide more information to the City of Lawndale regarding this program.

#### FUNDING

The project can be funded by Metro's Local Transportation Development Act funds after presenting a project to Metro, and Proposition C funds.

#### LEGAL REVIEW

The City Attorney has reviewed the staff report and approved as to form.

#### RECOMMENDATION

Staff recommends that:

- a) The City Council receive and file the report, or
- b) Provide further direction of Staff.

#### Attachments:

- A) Resolution adopting the South Bay Bicycle Master Plan 2012
- B) Staff Report May 1, 2017 Hawthorne Blvd. bicycle lanes update
- C) Staff Report July 17, 2017 Hawthorne Blvd. bicycle lanes update
- D) Staff report April 2, 2018 Hawthorne Blvd. bicycle lanes update
- E) Email update from the South Bay Cities Council of Governments

# **Attachment A**

**“Resolution adopting the South Bay Bicycle Master Plan”**

# **Attachment B**

**“Staff Report May 1, 2017 Hawthorne Blvd. bicycle lanes update”**

# **Attachment C**

**“Staff Report July 17, 2017 Hawthorne Blvd. bicycle lanes update”**

# **Attachment D**

**“Staff Report April 2, 2018 Hawthorne Blvd. bicycle lanes update”**

# **Attachment E**

**“Email update from the South Bay Cities Council of Governments ”**

# **Attachment A**

**“Resolution adopting the South Bay Bicycle Master Plan”**

**RESOLUTION NO. CC-1111-081**

**A RESOLUTION OF THE CITY COUNCIL  
OF THE CITY OF LAWNDAL, CALIFORNIA  
ADOPTING THE SOUTH BAY BICYCLE MASTER PLAN**

WHEREAS, the City of Lawndale does not currently have a bicycle master plan; and

WHEREAS, the South Bay Bicycle Coalition, with participation from seven South Bay cities including the City of Lawndale, prepared a regional bicycle plan known as the South Bay Bicycle Master Plan ("Project"); and

WHEREAS, the City's General Plan encourages an integrated circulation system and bicycle facilities which will promote the environmental and social benefits of commuting and recreational bicycling; and

WHEREAS, the South Bay Bicycle Master Plan provides guidelines for improving bicycle infrastructure to create a connective bicycle network with neighboring jurisdictions; and

WHEREAS, adopting the South Bay Bicycle Master Plan will make the City eligible for grant funding from the Bicycle Transportation Account (BTA) for future bicycle infrastructure projects; and

WHEREAS, the South Bay Bicycle Master Plan was reviewed by the Planning Commission at its public meeting on September 14, 2011 and by the Traffic Committee at its meeting on October 20, 2011. After hearing all the evidence and after having reviewed, analyzed and studied said plan, each recommended that the City Council approve the proposed South Bay Bicycle Master Plan; and

WHEREAS, the City has conducted an environmental assessment pursuant to CEQA and has determined that the South Bay Bicycle Master Plan is statutorily exempt and categorically exempt from California Environmental Quality Act (CEQA) pursuant to section 15262 which exempts projects involving only feasibility or planning studies for possible future action and Section 15304(h) relating to the creation of bicycle lanes on existing rights of way; and

WHEREAS, review of the South Bay Bicycle Master Plan was duly agenzized for the City Council meeting on November 7, 2011; and

WHEREAS, evidence was heard and presented from all persons interested in affecting said proposal, from all persons protesting the same and from members of the City staff, and the City Council has reviewed, analyzed and studied said proposal.

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

SECTION 1. That the South Bay Bicycle Master Plan attached hereto and incorporated herein as Exhibit "A", is consistent with the provisions of the adopted General Plan.

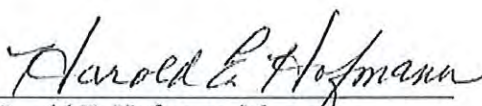
SECTION 2. That the South Bay Bicycle Master Plan will benefit the City's residents.

SECTION 3. That the South Bay Bicycle Master Plan is statutorily and categorically exempt from the CEQA pursuant to Sections 15262 and 15304(h) of the CEQA guidelines and a Notice of Exemption shall be filed with the County Recorder.

SECTION 4. That the South Bay Bicycle Master Plan provides guidelines for improving bicycle infrastructure within the City of Lawndale.

SECTION 5. The South Bay Bicycle Master Plan is hereby adopted, as depicted on Exhibit "A" which is attached hereto and incorporated herein by this reference.

PASSED, APPROVED AND ADOPTED this 7th day of November, 2011.

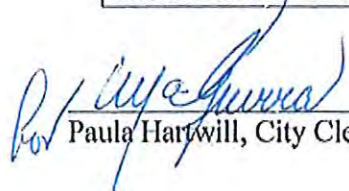
  
Harold E. Hofmann, Mayor

ATTEST:

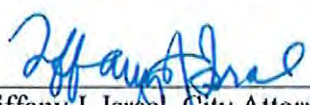
State of California                    )  
County of Los Angeles            )     SS  
City of Lawndale                    )

I, Paula Hartwill, City Clerk of the City of Lawndale, California, do hereby certify that the City Council of the City of Lawndale duly approved and adopted the foregoing Resolution No. CC-1111-081 at a regular meeting of said Council held on the 7th day of November, 2011, by the following roll call vote:

| Name                            | Voting |    | Present, Not Voting |                   | Absent |
|---------------------------------|--------|----|---------------------|-------------------|--------|
|                                 | Aye    | No | Abstain             | Not Participating |        |
| Harold E. Hofmann, Mayor        | X      |    |                     |                   |        |
| James H. Osborne, Mayor Pro Tem | X      |    |                     |                   |        |
| Larry Rudolph                   |        |    |                     |                   | X      |
| Pat Kearney                     | X      |    |                     |                   |        |
| Robert Pullen-Miles             | X      |    |                     |                   |        |

  
Paula Hartwill, City Clerk

APPROVED AS TO FORM:

  
Tiffany J. Israel, City Attorney



## CITY OF LAWNDALE

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

DATE: November 7, 2011

TO: Honorable Mayor and City Council

FROM: Stephen N. Mandoki, City Manager *SNM*

PREPARED BY: Otis Ginoza, Deputy City Manager *OWG*  
Christopher Wilson, Assistant Planner *CHW*

SUBJECT: South Bay Bicycle Master Plan

### BACKGROUND

In March 2010, the Los Angeles County Department of Public Health (DPH) awarded the RENEW grant to the South Bay Bicycle Coalition (SBBC) and the Los Angeles County Bicycle Coalition (LACBC) to develop the South Bay Bicycle Master Plan ("the plan"). The plan's purpose is to regionally connect the cities of Lawndale, Redondo Beach, El Segundo, Hermosa Beach, Gardena, Manhattan Beach, and Torrance via a bicycle network.

The RENEW grant funds one full-time staff position to coordinate and oversee the planning process, as well as the bike planning consultant, Alta Planning + Design ("Alta"). Alta has been an advisor for various bike plans including the City of Los Angeles Bike Plan and the County of Los Angeles Bike Plan, among many others in the region. The RENEW grant funding has made it possible for each of the seven participating cities to benefit from a first-class bike plan with no direct financial commitment required from the City.

The plan development has been a collaborative process with regular meetings consisting of city staff, elected officials, and community members. There have been two rounds of public workshops in each of the seven cities, which have been publicized and promoted through a wide variety of mediums. This final draft of the plan incorporates suggestions gathered from city staff and the community over three different revision periods.

The main purpose of the master bike plan is to determine how existing bike networks function, if there is sufficient infrastructure to support such networks, and to provide ways to safely increase bicycle ridership.

### STAFF REVIEW

The City of Lawndale currently does not have an existing bike plan. The proposed South Bay Bicycle Master Plan will serve as a guide to aide the city in creating a comprehensive bicycle network and help the city in meeting goal 7 and Policy 7d of the Circulation Element of the General plan. Goal 7 of the Circulation Element encourages the city to provide an integrated circulation system and bicycle

facilities to promote the environmental and social benefits of commuter and recreational bicycling; and Policy 7d encourages the city to continue seeking funding systems at the private, local and federal levels for bicycle circulation system expansion. Additionally, the plan serves as the region's first multi-jurisdictional bike plan. The plan offers ways of interconnecting bicycle networks among neighboring jurisdictions, and provides programs and initiatives that can increase the city's eligibility for grant funding for future bike infrastructure projects.

The South Bay Bicycle Master Plan provides guidelines for improving the prioritization of bicycling and its supporting infrastructure within the City of Lawndale and six other participating cities in the South Bay. Such guidelines include ways to create, expand and connect bikeways, provide convenient bike parking facilities, create bicycle education and awareness programs, and ways to support the maintenance of existing and future bikeways. The policies proposed in the plan encourage the City to explore options that improve safety, convenience and prominence of active transportation. Specifically, the plan proposes an expanded bikeway network totaling in 213.8 miles of new bikeways across the seven cities over a period of 20 years. Of these total proposed miles of bikeways, 19 miles are in Lawndale; the plan also proposes associated policies and programs to which each participating city may refer when implementing bike facility improvements.

The plan is further divided into regional policies, recommended programs that will aide in meeting those policies, and conceptual regionally-consistent signage improvements. The plan also includes City specific chapters that outline existing conditions, baseline data and proposed improvements for each participating city. Currently, the City of Lawndale does not have any pre-existing bikeways. Accordingly, the plan identifies areas of deficiencies and provides possible locations and cost estimates for creating new bikeways within the city. The plan specifically identifies two possible routes along Mansel Avenue (between Rosecrans Avenue and Manhattan Beach Boulevard) and Manhattan Beach Boulevard (between Inglewood Avenue to Prairie Avenue) and includes ways to improve bicycling infrastructure (i.e. install wayfinding signage, provide pavement markings, install new bike lanes etc). The plan further outlines the numerous available options for funding bikeways, including various local return sources, aligning implementation with the CIP and grants from the local, state and federal level. Many cities implement a vast majority of their bike plans by utilizing outside grant funding sources.

Adoption of the plan will make the City eligible for grant funding from the Bicycle Transportation Account (BTA), a Cal Trans operated grant fund that is open only to cities whose bike plans meet 11 specified criteria. The South Bay Bicycle Master Plan has already been reviewed and deemed BTA-compliant by the Los Angeles County Metropolitan Transportation Authority.

### **Environmental review**

The South Bay Bicycle Master Plan is considered a feasibility and planning study for possible future actions and thereby is Statutorily and Categorically Exempt from the California Environmental Quality Act ("CEQA"), pursuant to Sections 15262 and 15304(h) of the CEQA Guidelines. Accordingly, a Notice of Exemption will be filed with the County Recorder upon adoption of the bike plan.

### **COMMISSION REVIEW**

The City's Planning Commission and Traffic Committee reviewed and recommended adoption of the South Bay Bicycle Master Plan.

## LEGAL REVIEW

The City Attorney has reviewed CC Resolution No CC-1111-081 and has approved it as to form.

## FUNDING

The preparation of the South Bay Bicycle Master Plan was completely funded through the Los Angeles County Department of Public Health "Renew Grant". No direct financial commitment is required from the City of Lawndale

## RECOMMENDATION

STAFF RECOMMENDS THAT the City Council, approve the CEQA exemption for the proposed plan, pursuant to Sections 15262 and 15304(h) of the CEQA Guidelines and approve Resolution No. CC-1111-081 adopting the South Bay Bicycle Master Plan.

Attachments:      South Bay Bicycle Master Plan  
                         Resolution No. CC-1111-081  
                         Master Plan Support Letter

Reviewed and Approved:

  
\_\_\_\_\_  
Pamela L. Giamario, Asst. City Clerk

  
\_\_\_\_\_  
Kenneth Louie, Finance Director

  
\_\_\_\_\_  
Stephen N. Mandoki, City Manager

# **Attachment B**

**“Staff Report May 1, 2017 Hawthorne Blvd. bicycle lanes update”**



## CITY OF LAWDALE

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PHONE (310) 973-3200, FAX (310) 644-4556  
[www.lawndalecity.org](http://www.lawndalecity.org)

DATE: May 1, 2017

TO: Honorable Mayor and City Council

FROM: Stephen N. Mandoki, City Manager 

PREPARED BY: Frank Senteno, Public Works Director/City Engineer  
Paul Hiney, Assistant Engineer  
Kenneth Louie, Finance Director

SUBJECT: Hawthorne Boulevard Bicycle Lanes Update

### BACKGROUND

On October 20, 2014, the City Council approved authorization to partially fund the Hawthorne Blvd Bicycle Lanes Project through a Metro Call for Projects grant. The amount of the Metro grant is \$186,842. The project consists of Class II bicycle lanes (see attached exhibit) on Hawthorne Blvd between Rosecrans Ave and Manhattan Beach Blvd. The total amount of the proposed project is \$233,544 which includes matching funds of \$46,702.

The project consist of the design of 1.0 mile, each direction, of one-directional, on-street Class II bicycle lanes along Hawthorne Boulevard. The bicycle lanes will share the existing roadway. The project includes 20-bike racks along the sidewalks and parking areas serving destinations and bus stops. The project will support the bikeway expansion identified through the South Bay Bicycle Master Plan, which includes implementation of bike lanes on Hawthorne Boulevard.

### STAFF REVIEW

The Public Works Department has reviewed the feasibility of Class II bicycle lanes along Hawthorne Blvd and has gathered additional information since Metro awarded the City with the grant. Staff believes that it is not feasible to construct bicycle lanes on Hawthorne Blvd.

In order to install bicycle lanes on Hawthorne Blvd, the striping along the entire boulevard from Rosecrans Ave to Manhattan Beach Blvd must be completely removed and restriped. This is because the lane widths on Hawthorne don't allow enough space to install bike lanes between the number three lane and the parking lane. Because it is necessary to remove the existing striping, there will be scarring along the asphalt pavement all the way from Rosecrans Ave to Manhattan Beach Blvd.

To complete design and construction, the cost will far exceed the \$233,544 of grant funds in the project budget. Public Works advertised a Request for Proposals (RFP) for design and received three proposals in February 2017. Of the three proposals, two of them were over \$150,000 for design. For construction, Public Works' roughly estimates the cost to remove and restripe, and slurry seal one-mile each direction of Hawthorne Blvd to be approximately \$500,000.

Safety concerns are also an issue for implementation of bicycle lanes on Hawthorne Blvd due to traffic volumes and speed. In order to ensure the safety of cyclists along Hawthorne Blvd, it is recommended that the City install Class IV bicycle lanes (see attached exhibit) instead of the proposed Class II's. Class IV bike lanes, however, are not feasible because the funds to add protected bike lanes are insufficient. Safety concerns coupled with the high level of capital investment gives concern whether both Metro and the City will achieve the expected benefit of increased ridership.

Therefore, Public Works engaged Metro with a preliminary dialogue on changing the project scope to better serve the community. This would mean re-designating the construction of bicycle lanes on Hawthorne Blvd to an alternative street with the intent to lower costs and attract greater usage. The City will have to work with Metro and go through Metro's Board in order to gain scope change approval.

Additionally, Staff has reviewed the South Bay Bicycle Master Plan and Lawndale Elementary School District's Safe Routes to School Plan (SRTS) with the designer of both those projects in order to narrow down a candidate street that will be the most beneficial to Lawndale residents. Freeman Avenue appears to be a good north-south candidate for a bike friendly street to extend from 147<sup>th</sup> Street to 164<sup>th</sup> Street; ultimately connecting to 166<sup>th</sup> Street. 166<sup>th</sup> Street has also been identified as an east-west bike-friendly street in the City's Bike Master Plan. All of these street segments (147<sup>th</sup>, Freeman, and 166<sup>th</sup>), will provide direct connectivity to Lawndale schools therefore serving to meet the intent of the Safe-Route-To School and/or an Active Transportation Program. Staff is still reviewing North-South candidate streets for the westerly half of the City. The goal would be to establish a well-identified circular bicycle-path within the City boundary.

Both 166<sup>th</sup> Street and Freeman Avenue were postponed from this year's street improvement project list pending City Council's direction on the Hawthorne Blvd bike lanes. Note, that the installation of bike lanes will be Lawndale's first bike project within the City boundary.

At this juncture, Staff is requesting direction from City Council on what we think are either of two options:

1. To propose an alternative scope to Metro in lieu of bike lanes on Hawthorne Blvd (i.e. Freeman Avenue). It is further recommended that City Council authorize Staff to prepare a feasibility study and concept plan to support the alternative scope. The cost for these services would approximate \$20,000. The study would evaluate and determine the feasibility of a Bike Friendly Street on Freeman Avenue along with evaluating the need to recommend further traffic calming measures to support the proposed bike lanes; or
2. De-obligate the grant funds.

## LEGAL REVIEW

N/A

## FUNDING

The project is currently funded with \$186,842 of Local Transportation Funds (Metro Call for Project Grant Funds) and \$46,702 of the City's matching Prop C funds for a total project budget of \$233,544.

If approved, Gas Tax funds are available in Public Works Administration Contract Services to cover costs associated with a feasibility study.

## RECOMMENDATION

Staff recommends that the City Council either:

1. Elect not to install the bicycle lanes on Hawthorne Blvd and to direct staff to initiate the de-obligation of \$186, 842 in Grant Funds back to Metro; or
2. Direct Staff to designate an alternative bike path in lieu of Hawthorne Blvd and to solicit a proposal for the preparation of a feasibility report, and authorize Staff to request from Metro approval to re-designate the Metro Grant funds towards an alternative bike path in lieu of Hawthorne Blvd.

Attachments: City of Lawndale Bicycle Master Plan  
Exhibits – Bike Path definitions

Los Angeles County Bicycle Coalition and South Bay Bicycle Coalition  
South Bay Bicycle Master Plan

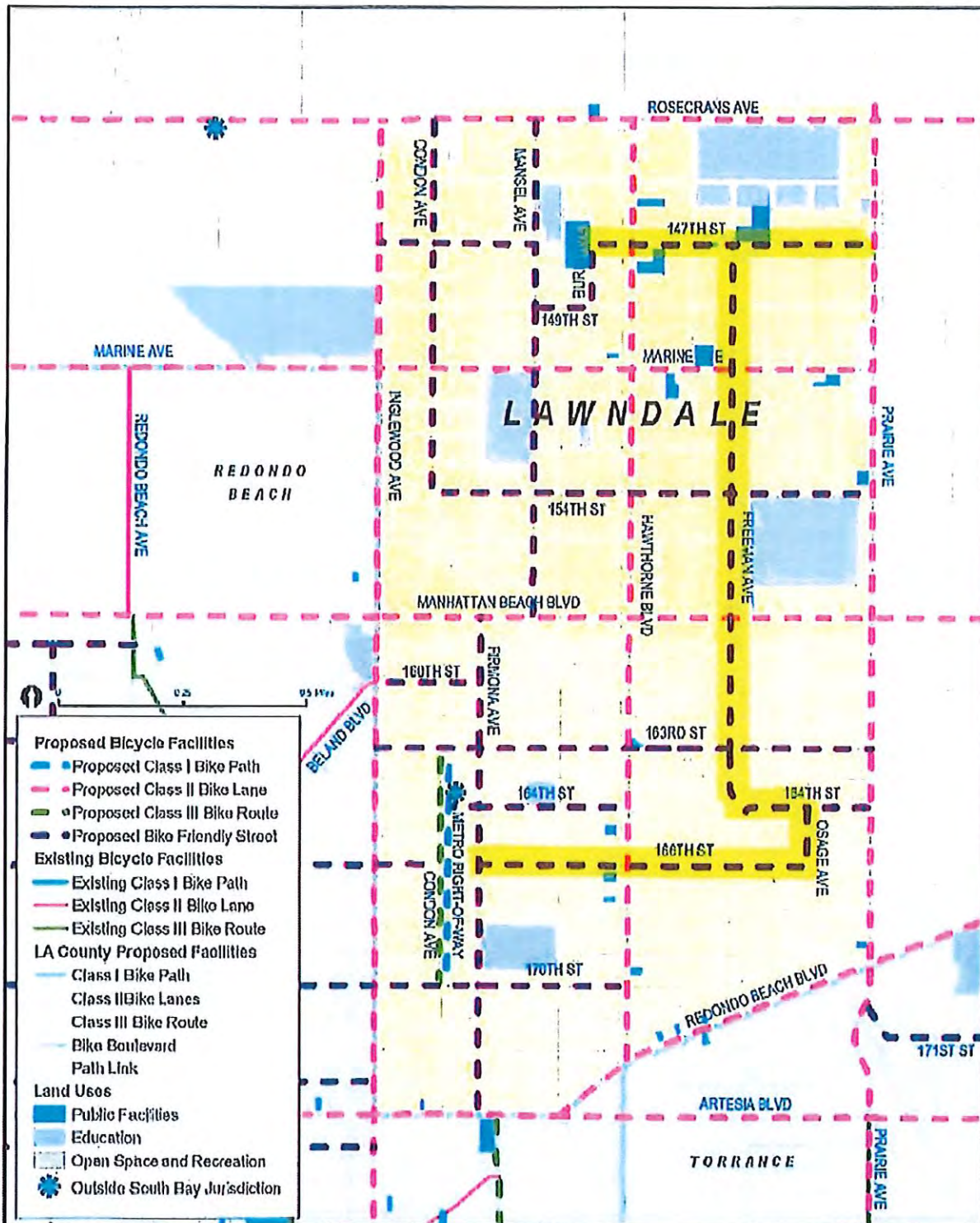


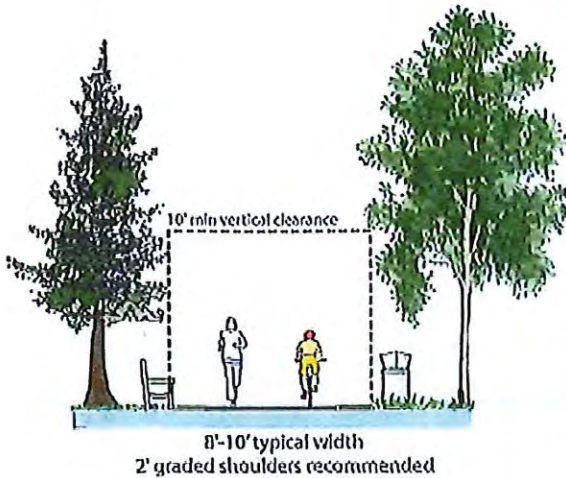
Figure 6-3: Proposed Bicycle Facilities in Lawndale

South Bay Bicycle Master Plan

Alta Planning + Design

## Class I Bike Paths

Provide completely separated right-of-way for exclusive use by bicycles and pedestrians with cross-flow minimized.

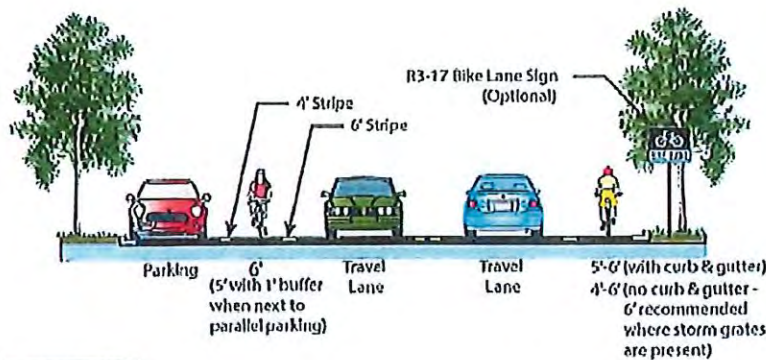


R5-3: No Motor Vehicles sign

R9-7: Shared-Use Path Restriction sign

## Class II Bike Lanes

Provide striped lane for one-way bike travel on a street or highway



R3-17: Bike Lane sign

Placed at periodic intervals along bicycle lanes

Figure 1-3: Bicycle Path and Bicycle Lane Recommended Standards

South Bay Bicycle Master Plan

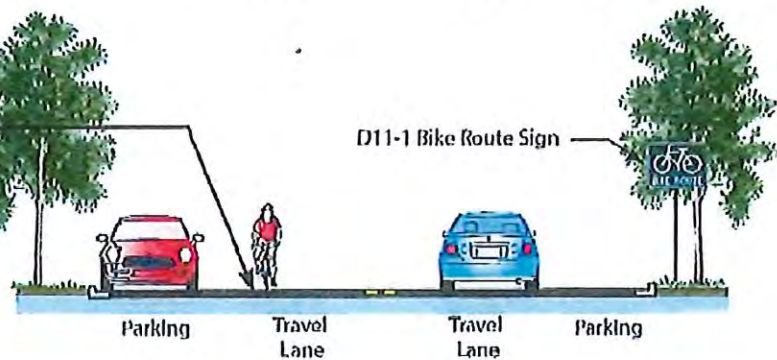
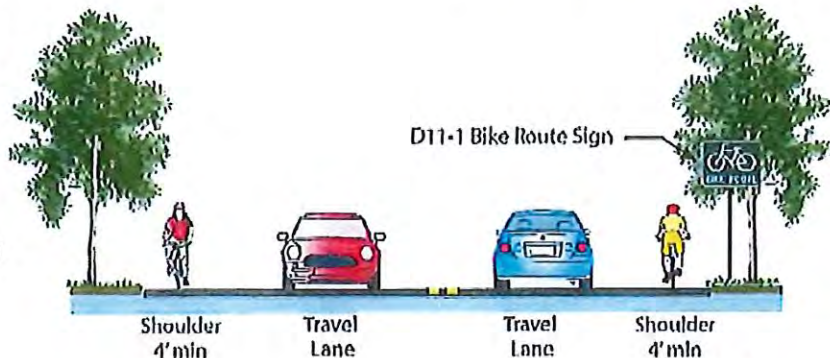
Alta Planning + Design

## Class III Bike Routes

Provide for shared-use with motor vehicles, typically on lower volume roadways.



D11-1  
Bike Route sign



## Bike Friendly Streets

Local roads or residential streets that have been enhanced with traffic calming and other treatments to prioritize children, pedestrians, neighborhood traffic, and bicycles

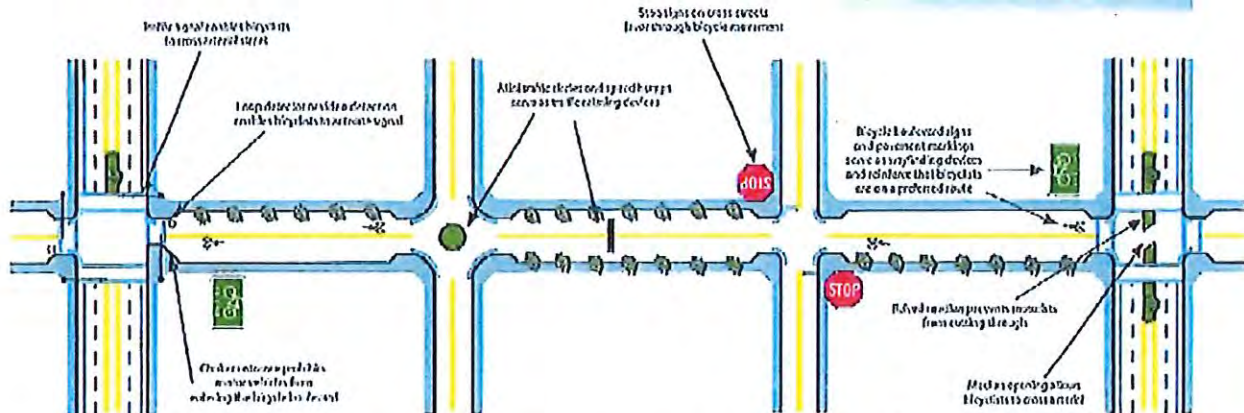


Figure 1-4: Bicycle Route and Bicycle Friendly Street Recommended Standards

South Bay Bicycle Master Plan  
Bicycle Route and Bicycle Friendly Street Recommended Standards



Class I Bike Paths are paved rights-of-way for exclusive use by bicyclists, pedestrians, and those using non-motorized modes of transportation.

### 1.3.1 Class I Bike Paths

Class I Bike Paths are paved right-of-way for exclusive use by bicyclists, pedestrians, and those using non-motorized modes of transportation. Class I facilities can be constructed in roadway right-of-way or can have exclusive right-of-way off-street, such as in utility corridors. Bike Paths are beneficial to a bicycle network because they provide an alternative for bicyclists that do not feel comfortable riding with automobile traffic. When shared with pedestrians or other non-motorized modes, Class I bike paths are generally slower moving than other facility types. While they can be used by commuters to safely get to and from work, they are generally most popular with recreational cyclists, as illustrated by The Strand in the beach cities.

### 1.3.2 Class II Bike Lanes

Class II Bike Lanes are striped and signed on-street travel lanes exclusively for bicycles. Bike lanes provide physical separation from automobile traffic and appeal to bicyclists with moderate to high levels of experience. Because they often provide the most direct connections, these facilities tend to be most popular with experienced bicycle commuters.

### 1.3.3 Class III Bike Routes

Class III Bike Routes share the right-of-way between vehicles and bicyclists with signage and optional shared lane markings to indicate that the road is a shared use facility. Class III facilities are typically recommended for:

- Streets with relatively low traffic speeds (25 mph or less) and lower volumes (3,000 ADT) such that less experienced bicyclists will feel comfortable bicycling with mixed traffic
- Streets with traffic speeds in excess of 25 mph and volumes greater than 3,000 ADT that normally warrant bike lanes but because of curb-to-curb or other ROW constraints, bicyclists must share traffic lanes with motorists; careful consideration must be given to designating these streets as shared roadways to ensure that roadway conditions are safe for bicyclists

### 1.3.4 Bike Friendly Streets

Bike friendly streets are local roads that have been enhanced with treatments that prioritize children, pedestrians, neighborhood traffic, and bicycles, and discourage cut-through traffic. Bike friendly streets include a wide range of treatment options, and thus the cost of implementation varies dramatically, as well. The list below includes example treatments of bike friendly streets:

- Wayfinding signage
- Pavement markings
- Traffic calming (bulb-outs, traffic diverters, chicanes, speed humps)
- High visibility pedestrian crosswalks
- Bicycle detectors at intersections
- Bicycle crossing signals



Bike friendly streets are local roads that have been enhanced with treatments that prioritize children, pedestrians, neighborhood traffic, and bicycles, and discourage cut-through traffic.

## 1.4 Benefits of Bicycling

Planning to create a more bicycle friendly region contributes to resolving several complex and interrelated issues, including traffic congestion, air quality, climate change, public health, and livability. By guiding the seven participating cities toward bicycle friendly development, this plan can affect all of these issue areas, which collectively can have a profound influence on the existing and future quality of life in the South Bay.

### 1.4.1 Environmental/Climate Change Benefits

Replacing vehicular trips with bicycle trips has a measurable impact on reducing human-generated greenhouse gases (GHGs) in the atmosphere that contribute to climate change.<sup>2</sup> Fewer vehicle trips and vehicle miles traveled (VMT) translates into reduced fuel consumption and subsequently fewer mobile source pollutants, such as carbon dioxide, nitrogen oxides, and hydrocarbons, being released into the air. Providing transportation options that reduce VMT is an important component of decreasing greenhouse gas emissions and improving air quality.

### 1.4.2 Public Health Benefits

Public health professionals have become increasingly aware that the impacts of automobiles on public health extend far beyond

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<sup>2</sup> Gotschl, Thomas (2011). Costs and Benefits of Bicycling Investments in Portland, Oregon. *Journal of Physical Activity and Health* (8), S49-S58.

## Bicycle Infrastructure

> Bicycle travel can be enhanced by:

- > Bikeways
- > Improvements to the right hand portion of roadways
- > A wider shoulder than the minimum, when feasible



For details of Metro's project of the cross  
and 23rd in Downtown Los Angeles, CA  
Source: KQTV.com

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## Bicycle Infrastructure



Class I:  
Bike Path



Class III:  
Bike Route



Class II:  
Bike Lane



Class IV:  
Separated  
Bike Lane



Sources: Ichi & Peter, Metro & LA to Wally

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# **Attachment C**

**“Staff Report July 17, 2017 Hawthorne Blvd. bicycle lanes update”**



## CITY OF LAWDALE

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DATE: July 17, 2017

TO: Honorable Mayor and City Council

FROM: Stephen N. Mandoki, City Manager 

PREPARED BY: Frank Senteno, Public Works Director/City Engineer   
Paul Hiney, Assistant Engineer   
Kenneth Louie, Finance Director 

SUBJECT: Hawthorne Boulevard Bicycle Lanes Update

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### BACKGROUND

On October 20, 2014, the City Council approved authorization to partially fund the Hawthorne Blvd Bicycle Lanes Project through a Metro Call for Projects grant. The amount of the Metro grant is \$186,842. The project consists of Class II bicycle lanes and bike racks on Hawthorne Blvd between Rosecrans Ave and Manhattan Beach Blvd. The bicycle lanes would be installed between the parking lane and right edge of the number three travel lane. The total project budget amount is \$233,544 which includes the City's matching funds of \$46,702.

However, at the May 1, 2017 City Council meeting, Staff reported the Class II bike lanes on Hawthorne Blvd infeasible citing 1) Costs above and beyond the grant amount, 2) Cost-benefit concern, and 3) Safety concerns due to vehicle volume and speeds. It was reported that to complete design and construction, the cost would far exceed the \$233,544 of grant funds available in the project budget. Proposals for design approximated \$150,000 and estimates for construction approximated \$500,000 (for a sum total of \$650,000), which included the cost to remove and restripe, and slurry seal the pavement one-mile in each direction of Hawthorne Blvd.

Though not mentioned, Staff recently recognized that a disconnect exists between Manhattan Beach and Redondo Beach Boulevards due to the parking lane(s) being converted to a travel lane during the evening or morning peak travel times (Monday through Friday). This in effect would create a discontinuity along Hawthorne Blvd.

Staff therefore requested direction from the City Council on how to proceed with the project providing the following two options:

1. To approve an alternative scope moving the project from Hawthorne Blvd. to another street and authorize Staff to prepare a feasibility study and concept plan to support the alternative scope. The cost for these services would be approximately \$20,000; or
2. To de-obligate the grant funds.

City Council inquired about the possibility to construct bicycle lanes in the center median or on the sidewalks of Hawthorne Boulevard and, therefore, instructed Staff to investigate the feasibility and cost for both options.

### STAFF REVIEW

The Public Works Department has gathered information and reviewed the feasibility of bicycle lanes along Hawthorne Boulevard both in the center median and sidewalk. Staff believes that neither of these options are feasible to construct.

#### **Center Median Analysis:**

Staff does not believe that constructing bicycle lanes in the center median on Hawthorne Boulevard is feasible when considering the cost for such a project.

To safely travel on the center median, extensive traffic and engineering design would be required to develop a bike path within this roadway segment. The design will require the re-layout of the medians in particular at each intersection. Each intersection would require to be controlled with additional signage and/or alternative style traffic signals in order to create greater driver and bicyclist awareness. Most of the challenges would occur on how bicyclists would be channeled approaching the intersections and then to safely cross each intersection. For example at 149<sup>th</sup> Street, there are 20-vehicular directional permutations possible or potential points of conflict with crossing bicyclists. One of the more challenging segments will be between 159<sup>th</sup> and 165<sup>th</sup> Streets (at the 405 Freeway). Though bicyclists will be able to share the paved segments within the parking areas of each median, new bike paths would also need to be constructed. Bicyclists and motorists will need to operate with caution in the diagonal parking areas due to backing vehicles.

At each "minor intersection" (intersections with no existing traffic signals), new signals/beacons or yield signage would be required for cyclists to safely cross. The cost to re-construct such an intersection could range up to \$250,000 per intersection. At "major intersections" (intersections with existing traffic signals), new bicycle only phases may be required and would cost approximately \$60,000 per intersection. Costs may increase significantly if light fixture and/or traffic signals require relocation and if the traffic controllers would require upgrades. Cost for a new bike path is approximately \$120 per linear foot. An estimate of construction costs was tabulated based on the number of intersections and new pathway required. The cost for this project is estimated at approximately \$2,800,000. Additionally, the intersection at Rosecrans Ave and Hawthorne Blvd will require extensive traffic engineering in order to safely cross and join the City of Hawthorne's existing Class II bike lanes. Please see tabulation of costs.

### **Sidewalk Analysis:**

Installation of bike lanes on the sidewalks are also not feasible because of constructability, safety, and cost concerns.

Safety may be a concern for bicyclists due to ingress and egress of vehicles and limited sight distance at driveways. Likewise, pedestrians exiting storefronts may be also at risk due to bicycle cross-traffic. Additionally, pedestrians such as the elderly, parents with young children and the disabled may feel unsafe walking adjacent to moving bicyclists on the walkways. Each intersection will require specialized signage and potentially signal modifications to accommodate the joint crossing of both modes of travel. Because of this new concept, increased awareness will be required since motorists are not accustomed to bicyclists entering the intersections via sidewalks.

This project will be very difficult to construct and will require the widening of sidewalks in order to successfully add bicycle lanes along these paths. The existing sidewalk widths on the west and east sides of Hawthorne Boulevard are 15-feet and 20-feet, respectively.

Staff estimates a sidewalk width of 13-feet is needed to accommodate a combined Americans with Disabilities Act (ADA) path and bicycle lane. This leaves only two feet of available parkway width to accommodate bus stops/benches, planter area, driveway approaches, etc. Therefore, the westerly sidewalk would need to be widened into the existing parking lane thus eliminating the parking lane altogether.

According to California Vehicle Code 21206, local authorities can regulate bicycles traveling on pedestrian facilities. The City of Lawndale can then, at its option, legally allow bicycles to travel in the sidewalk. However, Staff is not aware of this practice in any of the South Bay Cities.

The cost of the sidewalk option is estimated to be approximately \$1,556,525 (not including design), which makes this project cost prohibitive to complete.

### **Alternative options:**

Staff has looked into a third alternative for bicycle lanes on Hawthorne Boulevard and believes that Class IV Bicycle Lanes (protected bicycle lanes) may be possible. Because of the high traffic volume on Hawthorne Boulevard, the bike lanes would need to be protected by a fixed barrier (i.e. a six inch curb). This option would require the elimination of the parking lane on both sides of Hawthorne Boulevard but may be more feasible, safer, and more cost efficient than the other options. However, as previously mentioned, the parking lane(s) between Manhattan Beach and Redondo Beach Boulevards are converted to travel lanes during the evening or morning peak travel times (Monday through Friday) thus not enabling the placement of bike lanes within this segment.

### **LEGAL REVIEW**

N/A

## FUNDING

The project is currently funded with \$186,842 of Local Transportation Funds (Metro Call for Project Grant Funds) and \$46,702 of the City's matching Prop C funds for a total project budget of \$233,544.

There are no funds available to pursue any of the bike path options at this time.

## RECOMMENDATION

Staff respectfully requests direction from the City Council on how to proceed with the project. Based on the above given analysis, City Council may elect to reconsider the recommendations previously submitted:

1. To propose an alternative scope to Metro in lieu of bike lanes on Hawthorne Blvd (i.e. Freeman Avenue or other). It is further recommended that City Council authorize Staff to prepare a feasibility study and concept plan to support the alternative scope. The cost for these services would approximate \$20,000. The study would evaluate and determine the feasibility of a Bike Friendly Street on Freeman Avenue along with evaluating the need to recommend further traffic calming measures to support the proposed bike lanes; or
2. De-obligate the grant funds.

Attachments:            Attachment A- Preliminary Cost Estimate

**ATTACHMENT A - PRELIMINARY COST ESTIMATE  
HAWTHORNE BLVD CENTER MEDIAN BIKE LANES FEASIBILITY  
CITY OF LAW/NDAL**

| ITEM                                                                    | DESCRIPTION                                               | QUANTITY      | UNIT | UNIT COST            | ESTIMATED COST  |
|-------------------------------------------------------------------------|-----------------------------------------------------------|---------------|------|----------------------|-----------------|
| STREET                                                                  |                                                           | FROM          |      | TO                   |                 |
| HAWTHORNE BLVD                                                          |                                                           | ROSECRANS AVE |      | MANHATTAN BEACH BLVD |                 |
| 1                                                                       | 10' Wide Path                                             | 5,200         | LF   | \$ 120.00            | \$ 624,000.00   |
| 2                                                                       | Major Intersection (Rosecrans, Marine, MBB, 147th, 154th) | 5             | EA   | \$ 60,000.00         | \$ 300,000.00   |
| 3                                                                       | Minor Intersection (145th, 149th, 153rd, 156th)           | 4             | EA   | \$ 250,000.00        | \$ 1,000,000.00 |
| SUBTOTAL                                                                |                                                           |               |      |                      | \$ 1,924,000.00 |
| 25% Engineering Consultants (Geotechnical, Traffic, Civil, Survey, etc) |                                                           |               |      |                      | \$ 481,000.00   |
| 15% Contingencies                                                       |                                                           |               |      |                      | \$ 360,750.00   |
| TOTAL ESTIMATED COST                                                    |                                                           |               |      |                      | \$ 2,765,750.00 |

Prepared by: Paul Hiney

**ATTACHMENT A - PRELIMINARY COST ESTIMATE  
HAWTHORNE BLVD SIDEWALK BIKE LANES FEASIBILITY  
CITY OF LAW/NDAL**

| ITEM                                                                    | DESCRIPTION                                     | QUANTITY      | UNIT | UNIT COST            | ESTIMATED COST  |
|-------------------------------------------------------------------------|-------------------------------------------------|---------------|------|----------------------|-----------------|
| STREET                                                                  |                                                 | FROM          |      | TO                   |                 |
| HAWTHORNE BLVD - East Side                                              |                                                 | ROSECRANS AVE |      | MANHATTAN BEACH BLVD |                 |
| 1                                                                       | 13' Wide Sidewalk - East Side                   | 13,000        | SF   | \$ 10.00             | \$ 130,000.00   |
| 2                                                                       | Drive Approach replacement                      | 32            | EA   | \$ 1,650.00          | \$ 52,800.00    |
| 3                                                                       | Intersection Costs (signals/signage/ramps/etc.) | 9             | EA   | \$ 100,000.00        | \$ 900,000.00   |
| SUBTOTAL                                                                |                                                 |               |      |                      | \$ 1,082,800.00 |
| 25% Engineering Consultants (Geotechnical, Traffic, Civil, Survey, etc) |                                                 |               |      |                      | \$ 270,700.00   |
| 15% Contingencies                                                       |                                                 |               |      |                      | \$ 203,025.00   |
| TOTAL ESTIMATED COST                                                    |                                                 |               |      |                      | \$ 1,556,525.00 |

Prepared by: Paul Hiney

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## BACKGROUND

On October 20, 2014, the City Council approved authorization to partially fund the Hawthorne Blvd Bicycle Lanes Project through a Metro Call for Projects grant. The amount of the Metro grant is \$186,842. The project consists of Class II bicycle lanes (see attached exhibit) on Hawthorne Blvd between Rosecrans Ave and Manhattan Beach Blvd. The total amount of the proposed project is \$233,544 which includes the City's matching funds of \$46,702.

The project would consist of the design and installation of Class II bicycle lanes along Hawthorne Boulevard between Rosecrans Ave and Manhattan Beach Boulevard. The bicycle lanes would be installed between the parking lane and right edge of the number three travel lane. The project would also include 20-bike racks located along the sidewalks and parking areas. The project would be consistent with the South Bay Bicycle Master Plan, which includes implementation of bike lanes on Hawthorne Boulevard.

At the May 1, 2017 City Council meeting, Staff reported the Class II bike lanes on Hawthorne Blvd infeasible citing 1) Costs above and beyond the grant amount, 2) Cost-benefit concern, and 3) Safety concerns due to vehicle volume and speeds. Though not mentioned, Staff recently recognized that a disconnect exists between Manhattan Beach and Redondo Beach Boulevards due to the parking lane(s) being converted to a travel lane during the evening or morning peak travel times (Monday through Friday).

Staff therefore requested direction from the City Council on how to proceed with the project providing the following two options:

1. To approve an alternative scope moving the project from Hawthorne Blvd. to another street and authorize Staff to prepare a feasibility study and concept plan to support the alternative scope. The cost for these services would be approximately \$20,000; or
2. To de-obligate the grant funds.

City Council inquired about the possibility to construct bicycle lanes in the center median or on the sidewalks of Hawthorne Boulevard and, therefore, instructed Staff to investigate the feasibility and cost for both options.

### STAFF REVIEW

The Public Works Department has gathered information and reviewed the feasibility of bicycle lanes along Hawthorne Boulevard both in the center median and sidewalk. Staff believes that neither of these options are feasible to construct.

#### Center Median Analysis:

Staff does not believe that constructing bicycle lanes in the center median on Hawthorne Boulevard is feasible when considering the cost for such a project.

To safely travel on the center median, extensive traffic and engineering design would be required to develop a bike path within this roadway segment. The design will require the re-layout of the medians in particular at each intersection. Each intersection would require to be controlled with additional signage and/or alternative style traffic signals in order to create greater driver and bicyclist awareness. Most of the challenges would occur on how bicyclists would be channeled approaching the intersections and then to safely cross each intersection. For example at 149<sup>th</sup> Street, there are 20-vehicular directional permutations possible or potential points of conflict with crossing bicyclists. One of the more challenging segments will be between 159<sup>th</sup> and 165<sup>th</sup> Streets (at the 405 Freeway). Though bicyclists will be able to share the paved segments within the parking areas of each median, new bike paths would also need to be constructed. Bicyclists and motorists will need to operate with caution in the diagonal parking areas due to backing vehicles.

At each "minor intersection" (intersections with no existing traffic signals), new signals/beacons or yield signage would be required for cyclists to safely cross. The cost to re-construct such an intersection could range up to \$250,000 per intersection. At "major intersections" (intersections with existing traffic signals), new bicycle only phases may be required and would cost approximately \$60,000 per intersection. Costs may increase significantly if light fixture and/or traffic signals require relocation and if the traffic controllers would require upgrades. Cost for a new bike path is approximately \$120 per linear foot. An estimate of construction costs was tabulated based on the number of intersections and new pathway required. The cost for this project is estimated at approximately \$2,800,000. Additionally, the intersection at Rosecrans Ave and Hawthorne Blvd will require extensive traffic engineering in order to safely cross and join the City of Hawthorne's existing Class II bike lanes. Please see tabulation of costs.

## Sidewalk Analysis:

Installation of bike lanes on the sidewalks are also not feasible because of constructability, safety, and cost concerns.

Safety may be a concern for bicyclists due to ingressing/egressing vehicles and limited sight distance at driveways. Likewise, pedestrians exiting storefronts may be also at risk due to bicycle cross-traffic. Additionally, pedestrians such as the elderly, parents with young children and the disabled may feel unsafe walking adjacent to moving bicyclists on the walkways. Each intersection will require specialized signage and potentially signal modifications to accommodate the joint crossing of both modes of travel. Because of this new concept, increased awareness will be required since motorists are not accustomed to bicyclists entering the intersections via sidewalks.

This project will be very difficult to construct and will require the widening of sidewalks in order to successfully add bicycle lanes along these paths. The existing sidewalk widths on the west and east sides of Hawthorne Boulevard are 15-feet and 20-feet, respectively.

Staff estimates a sidewalk width of 13-feet is needed to accommodate a combined Americans with Disabilities Act (ADA) path and bicycle lane. This leaves only two feet of available parkway width to accommodate bus stops/benches, planter area, driveway approaches, etc. Therefore, the westerly sidewalk would need to be widened into the existing parking lane thus eliminating the parking lane altogether.

According to California Vehicle Code 21206, local authorities can regulate bicycles traveling on pedestrian facilities. The City of Lawndale can then, at its option, legally allow bicycles to travel in the sidewalk. However, Staff is not aware of this practice in any of the South Bay Cities.

The cost of the sidewalk option is estimated to be approximately \$1,556,525, which makes this project cost prohibitive to complete.

## Alternative options:

Staff has looked into a third alternative for bicycle lanes on Hawthorne Boulevard and believes that Class IV Bicycle Lanes (protected bicycle lanes) may be possible. Because of the high traffic volume on Hawthorne Boulevard, the bike lanes would need to be protected by a fixed barrier (i.e. a six inch curb). This option would require the elimination of the parking lane on both sides of Hawthorne Boulevard but may be more feasible, safer, and more cost efficient than the other options. However, as previously mentioned, the parking lane(s) between Manhattan Beach and Redondo Beach Boulevards are converted to travel lanes during the evening or morning peak travel times (Monday through Friday) thus not enabling the placement of bike lanes within this segment.

## LEGAL REVIEW

N/A

## FUNDING

The project is currently funded with \$186,842 of Local Transportation Funds (Metro Call for Project Grant Funds) and \$46,702 of the City's matching Prop C funds for a total project budget of \$233,544.

There are no funds available to pursue any of the bike path options at this time.

## RECOMMENDATION

Staff respectfully requests direction from the City Council on how to proceed with the project. Based on the above given analysis, City Council may elect to reconsider the recommendations previously submitted:

1. To propose an alternative scope to Metro in lieu of bike lanes on Hawthorne Blvd (i.e. Freeman Avenue or other). It is further recommended that City Council authorize Staff to prepare a feasibility study and concept plan to support the alternative scope. The cost for these services would approximate \$20,000. The study would evaluate and determine the feasibility of a Bike Friendly Street on Freeman Avenue along with evaluating the need to recommend further traffic calming measures to support the proposed bike lanes; or
2. De-obligate the grant funds.

Attachments:            Attachment A- Preliminary Cost Estimate

**ATTACHMENT A - PRELIMINARY COST ESTIMATE  
HAWTHORNE BLVD CENTER MEDIAN BIKE LANES FEASIBILITY  
CITY OF LAWNSDALE**

| ITEM                                                                    | DESCRIPTION                                                | QUANTITY      | UNIT | UNIT COST            | ESTIMATED COST         |
|-------------------------------------------------------------------------|------------------------------------------------------------|---------------|------|----------------------|------------------------|
| STREET                                                                  |                                                            | FROM          |      | TO                   |                        |
| HAWTHORNE BLVD                                                          |                                                            | ROSECRANS AVE |      | MANHATTAN BEACH BLVD |                        |
| 1                                                                       | 10' Wide Path                                              | 5,200         | LF   | \$ 120.00            | \$ 624,000.00          |
| 2                                                                       | Major Intersection (Rosecrans, Marline, MBB, 147th, 154th) | 5             | EA   | \$ 60,000.00         | \$ 300,000.00          |
| 3                                                                       | Minor Intersection (145th, 149th, 153rd, 156th)            | 4             | EA   | \$ 250,000.00        | \$ 1,000,000.00        |
| <b>SUBTOTAL</b>                                                         |                                                            |               |      |                      | <b>\$ 1,924,000.00</b> |
| 25% Engineering Consultants (Geotechnical, Traffic, Civil, Survey, etc) |                                                            |               |      |                      | \$ 481,000.00          |
| 15% Contingencies                                                       |                                                            |               |      |                      | \$ 360,750.00          |
| <b>TOTAL ESTIMATED COST</b>                                             |                                                            |               |      |                      | <b>\$ 2,765,750.00</b> |

Prepared by: Paul Hiney

**ATTACHMENT A - PRELIMINARY COST ESTIMATE  
HAWTHORNE BLVD SIDEWALK BIKE LANES FEASIBILITY  
CITY OF LAWNSDALE**

| ITEM                                                                    | DESCRIPTION                                     | QUANTITY      | UNIT | UNIT COST            | ESTIMATED COST         |
|-------------------------------------------------------------------------|-------------------------------------------------|---------------|------|----------------------|------------------------|
| STREET                                                                  |                                                 | FROM          |      | TO                   |                        |
| HAWTHORNE BLVD - East Side                                              |                                                 | ROSECRANS AVE |      | MANHATTAN BEACH BLVD |                        |
| 1                                                                       | 13' Wide Sidewalk - East Side                   | 13,000        | SF   | \$ 10.00             | \$ 130,000.00          |
| 2                                                                       | Drive Approach replacement                      | 32            | EA   | \$ 1,650.00          | \$ 52,800.00           |
| 3                                                                       | Intersection Costs (signals/signage/ramps/etc.) | 9             | EA   | \$ 100,000.00        | \$ 900,000.00          |
| <b>SUBTOTAL</b>                                                         |                                                 |               |      |                      | <b>\$ 1,082,800.00</b> |
| 25% Engineering Consultants (Geotechnical, Traffic, Civil, Survey, etc) |                                                 |               |      |                      | \$ 270,700.00          |
| 15% Contingencies                                                       |                                                 |               |      |                      | \$ 203,025.00          |
| <b>TOTAL ESTIMATED COST</b>                                             |                                                 |               |      |                      | <b>\$ 1,556,525.00</b> |

Prepared by: Paul Hiney



RESOLUTION NO. CC-1009-054

**A RESOLUTION OF THE CITY COUNCIL  
OF THE CITY OF LAWNDALE, CALIFORNIA,  
AUTHORIZING CITY STAFF TO WORK ON THE LOS ANGELES COUNTY  
DEPARTMENT OF PUBLIC HEALTH PROJECT IN SUPPORT OF  
THE SOUTH BAY REGIONAL BICYCLE MASTER PLAN**

WHEREAS, when the Los Angeles County Bicycle Coalition ("LACBC"), through its affiliate the South Bay Bicycle Coalition ("SBBC"), asked the City of Lawndale ("City") to support and be a partner in its effort to obtain a grant for the preparation of a regional bicycle plan for the South Bay, the City responded with a letter of support signed by the city manager; and

WHEREAS, the LACBC has been awarded a grant from the Los Angeles County Department of Public Health through the American Recovery and Reinvestment Act of 2009-funded Renewing Environments for Nutrition, Exercise and Wellness Initiative for the development of the South Bay Bicycle Master Plan Project; and

WHEREAS, the City supports the South Bay Bicycle Master Plan Project, as the project's goals are to promote bicycling as a means to decrease childhood and adult obesity resulting from lack of physical activity, and to create a Bicycle Master Plan that leads to an accessible bikeway network connecting the South Bay cities to each other and to the Greater Los Angeles County area for the general benefit of all County residents.

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

SECTION 1. The City Council endorses the South Bay Bicycle Master Plan Project.

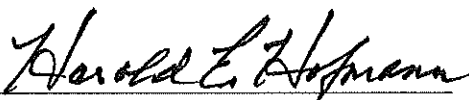
SECTION 2. The City agrees to provide a staff liaison to accomplish all tasks for which the City is involved as described in the attached Scope of Work.

SECTION 3. The City agrees to establish a technical advisory committee with its staff liaison and members of all City departments involved in the South Bay Bicycle Master Plan.

SECTION 4. The City agrees to appoint a city council member to serve on the Blue Ribbon Advisory Committee of the South Bay Bicycle Master Plan.

SECTION 5. The city clerk shall certify to the passage and adoption of this resolution.

PASSED, APPROVED AND ADOPTED this 20th day of September, 2010.

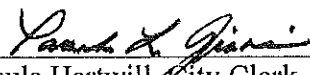
  
Harold E. Hofmann, Mayor

ATTEST:

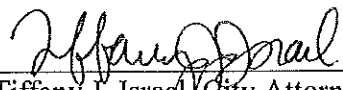
State of California                    )  
County of Los Angeles            )     SS  
City of Lawndale                    )

I, Paula Hartwill, City Clerk of the City of Lawndale, California, do hereby certify that the City Council of the City of Lawndale duly approved and adopted the foregoing Resolution No. CC-1009-054 at a regular meeting of said Council held on the 20th day of September, 2010, by the following roll call vote:

AYES:           Pullen-Miles, Rudolph, Osborne, Kearney  
NOES:           None  
ABSENT:       Hofmann  
ABSTAIN:       None

  
Paula Hartwill, City Clerk

APPROVED AS TO FORM:

  
Tiffany J. Israel, City Attorney

# LOS ANGELES COUNTY DEPARTMENT OF PUBLIC HEALTH - OBESITY PREVENTION

## SCOPE OF WORK

Date of Execution to March 18, 2012

Agency: Los Angeles County Bicycle Coalition

GOAL: Develop a BTA compliant bicycle master plan for participating South Bay cities; promote regional bikeway network by installing signage for key neighborhood destinations; and provide social support that encourages bicycling

| # | Objective 1: Increase access to bicycling infrastructure by developing a BTA compliant bicycle master plan for participating South Bay cities (August 2014) and implementing a regional bikeway network (April 2012). The regional plan will provide safe bikeway connectivity between homes, jobs, public transit, and recreational resources, including east-west corridors linking inland cities to coastal resources                                                                                                                                                                                                                                                                                                       | Date      | Responsible Lead Participants involved                                                                                                   |
|---|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------|------------------------------------------------------------------------------------------------------------------------------------------|
|   | <b>Activities:</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |           |                                                                                                                                          |
| 1 | LACBC to hire full-time Initiative Coordinator in consultation with all                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | July 2010 | <u>LACBC: Jennifer Klausner</u><br>Redondo: Bob Boardman<br>SBBC: Todd Dipacola                                                          |
| 2 | LACBC to hire consulting firm as Technical Consultant in consultation with all                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | Aug 2010  | <u>LACBC: Jennifer Klausner</u><br>Redondo: Bob Boardman<br>SBBC: Todd Dipacola                                                          |
| 3 | Participate in regular DPH-led Learning Network meetings                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | ongoing   | <u>Initiative Coordinator</u> ,<br>others as helpful                                                                                     |
| 4 | Meet w/ Technical Assistance Coordinator and DPH Grant Manager at least yearly to identify assignment of technical assistance such as field work for bicycle counts, surveys, and measuring roads                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | ongoing   | Redondo: Bob Boardman<br>Technical Consultant<br>SBBC: Todd Dipacola                                                                     |
| 5 | Hold at minimum monthly meetings w/ core initiative partners<br>Redondo in-kind assistance:<br>Provide office space, office equipment such as computers<br>Supervise Technical Consultant, including bicycle counts, field survey of bike users<br>Introduce Initiative Coordinator to key city staff (planning, public works, parks, police etc)<br>Participate in Redondo Beach city community meetings<br>Help draft council memos, documents and code and see documents through city approval process<br>Review, give direction, and provide feedback on draft documents in a timely fashion<br>Participate in monthly core partner meetings, Blue Ribbon Bicycle Advisory Board and South Bay Bicycle Planning Roundtable | ongoing   | <u>LACBC: Jennifer Klausner</u><br>Initiative Coordinator<br>Redondo: Bob Boardman<br>SBBC: Todd Dipacola<br>Technical Consultant<br>DPH |
| 6 |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | ongoing   | Redondo: Bob Boardman                                                                                                                    |

# LOS ANGELES COUNTY DEPARTMENT OF PUBLIC HEALTH - OBESITY PREVENTION

## SCOPE OF WORK

Date of Execution to March 18, 2012

Agency: Los Angeles County Bicycle Coalition

GOAL: Develop a BTA compliant bicycle master plan for participating South Bay cities; promote regional bikeway network by installing signage for key neighborhood destinations; and provide social support that encourages bicycling

|    |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |               |                                                                                                                                   |
|----|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|-----------------------------------------------------------------------------------------------------------------------------------|
| 7  | In conjunction with DPH staff, develop a year-long action plan with detailed steps for policy/system/environmental change adoption and implementation.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | July 2010     | <u>LACBC: Jennifer Klausner</u><br>Initiative Coordinator:<br>Technical Consultant<br>SBBC: Todd Dipaola<br>Redondo: Bob Boardman |
| 8  | Develop promotional materials, including health data, to educate policy makers, city officials, and community leaders.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | Aug 2010      | <u>Initiative Coordinator</u><br>Redondo: Bob Boardman<br>Technical Consultant                                                    |
| 9  | Secure resolution from Redondo Beach City Council that commits to:<br>i) Allocating City of Redondo Beach staff to work on this initiative<br>ii) The timeline and policy change deliverables in the initiative contract and Statement of Work<br>iii) Also will include provisions below<br>Secure required resolution from all partner cities in order to participate. Resolution will commit their intent to:<br>• Select at least one council member and an alternate to participate in Blue Ribbon Bicycle Advisory Board<br>• Swiftly implement measures approved by City Council as funding is available.<br>• Designate a city staff liaison that will:<br>• Introduce Initiative Coordinator to key city staff (planning, public works, parks, police etc)<br>• Participate in city hearings.<br>• Review or assist draft council memos, documents and code and assist processing documents.<br>• through city approval process.<br>• Review, give direction, and provide feedback on draft documents in a timely fashion<br>• Assist Technical Consultant on bicycle counts and field survey of bike users<br>• Participate in South Bay Bicycle Planning Roundtable | July 2010     | <u>Redondo: Bob Boardman</u><br>Initiative Coordinator                                                                            |
| 10 | Resolution will commit SBBC to:<br>• Outreach to the public<br>• Conducting at least 2 hearings per city<br>• Research city data including bike counts, collisions, and public health<br>• Present 3 times to City Council (Now, at midway point for feedback, and present final policy)<br>• Generate a city specific plan that fits within the larger South Bay                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | July/Aug 2010 | <u>Initiative Coordinator</u><br>LACBC: Jennifer Klausner<br>SBBC: Todd Dipaola                                                   |

# LOS ANGELES COUNTY DEPARTMENT OF PUBLIC HEALTH - OBESITY PREVENTION

## SCOPE OF WORK

Date of Execution to March 18, 2012

Agency: Los Angeles County Bicycle Coalition

GOAL: Develop a BTA compliant bicycle master plan for participating South Bay cities; promote regional bikeway network by installing signage for key neighborhood destinations; and provide social support that encourages bicycling

|    |                                                                                                                                                                                                                                                                                                       |               |                                                                                                                |
|----|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|----------------------------------------------------------------------------------------------------------------|
| 11 | <ul style="list-style-type: none"> <li>Master Plan w Phase 1 low-cost high impact components ready for immediate implementation, as well as Phase 2 longer term grant-ready projects.</li> <li>Master plan developed per CA Streets and Highways Code, making the city eligible for grants</li> </ul> | Aug/Sept 2010 | Initiative Coordinator                                                                                         |
|    | Establish liaisons for each participating city. Form South Bay Bicycle Planning Roundtable comprised of staff from each city                                                                                                                                                                          |               | Initiative Coordinator                                                                                         |
|    | Establish mechanism for each city liaison to gain support of their city colleagues; (i.e. internal technical advisory committee (TAC) or other internal meetings at each city                                                                                                                         |               | Initiative Coordinator                                                                                         |
|    | Establish Blue Ribbon Bicycle Advisory Board comprised of elected officials from each city                                                                                                                                                                                                            |               | Initiative Coordinator                                                                                         |
| 12 | Host initiative kick-off event, including press conference and group bike ride/parade, to announce initiative and build excitement; obtain local media coverage.                                                                                                                                      | Aug 2010      | Initiative Coordinator                                                                                         |
| 13 | Hold one-on-one meetings with key leaders and make presentations to community organizations to raise awareness about policy initiative and enlist their support.                                                                                                                                      | Aug 2010      | Initiative Coordinator                                                                                         |
| 14 | Begin outreach campaign. Prioritize resources and adjust marketing mix (e.g., door flyers over online media) and incentives (possibly food from other grant sources) to reach lower income communities to ensure engagement                                                                           | ongoing       | Initiative Coordinator                                                                                         |
| 15 | Begin conducting community meetings (2-3 per city) in the participating South Bay cities to educate residents about the initiative, its benefits, identify barriers to accessing current bikeways, solicit input into ways to address barriers and recruit community supporters.                      | Sept 2010     | Initiative Coordinator<br>Technical Consultant<br>Redondo: Bob Boardman                                        |
| 16 | Form a local task force of community stakeholders at minimum one from each city to give input into and lead advocacy for new policy; this group will be a committee of South Bay Bicycle Coalition.                                                                                                   | Oct 2010      | SBBC: Todd Dipaola<br>Initiative Coordinator<br>Robert Boardman and 6 city liaisons                            |
| 17 | Gather baseline data: city liaisons work with technical consultant to conduct a number of bike counts in each city. Use data as baseline for master plans and to measure policy effectiveness.                                                                                                        | Oct 2010      | Technical Consultant<br>Initiative Coordinator<br>SBBC Volunteers<br>Redondo: Bob Boardman and 6 city liaisons |
| 18 | City liaisons work with technical consultant to conduct field survey of potential bikeway users in South Bay cities.                                                                                                                                                                                  | Oct 2010      | Technical Consultant                                                                                           |
| 19 | Hold one-on-one meetings with elected officials and staff from cities on progress.                                                                                                                                                                                                                    | Nov 2010      | Initiative Coordinator                                                                                         |
| 20 | Halfway mark presentations on Master Plan progress to City Councils. Request and listen to feedback                                                                                                                                                                                                   | Dec 2010      | Initiative Coordinator<br>Technical Consultant                                                                 |

# LOS ANGELES COUNTY DEPARTMENT OF PUBLIC HEALTH - OBESITY PREVENTION

## SCOPE OF WORK

Date of Execution to March 18, 2012

Agency: Los Angeles County Bicycle Coalition

GOAL: Develop a BTA compliant bicycle master plan for participating South Bay cities; promote regional bikeway network by installing signage for key neighborhood destinations; and provide social support that encourages bicycling

|    |                                                                                                                                                                                                                                           |                |                                                                                                                                                             |
|----|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------|
|    |                                                                                                                                                                                                                                           |                | Redondo: Bob Boardman and 6 city liaisons                                                                                                                   |
| 21 | Based on feedback, revise draft master plan and incorporate council feedback                                                                                                                                                              | Dec 10- Feb 11 | <u>Technical Consultant</u><br>Redondo: Bob Boardman<br>Initiative Coordinator                                                                              |
| 22 | Leverage expertise of other jurisdictions working to pass bicycle master plans by participating in DPH Learning Network meetings and by reviewing policies of other jurisdictions to identify best practices.                             | January 2011   | <u>Initiative Coordinator</u><br><u>Technical Consultant</u>                                                                                                |
| 23 | Develop draft policy language including plan for implementing policy once it has been approved.                                                                                                                                           | April 2011     | <u>Initiative Coordinator</u><br><u>Technical Consultant</u><br>Redondo: Bob Boardman and 6 city liaisons                                                   |
| 24 | Vet policy document within each city and gain approval from relevant city staff at each city (i.e. through technical advisory committees or other internal city meetings). Listen to feedback and amend as necessary.                     |                | <u>Initiative Coordinator</u><br><u>Technical Consultant</u>                                                                                                |
| 25 | Solicit input into final draft of policy language including community meetings as appropriate                                                                                                                                             | July 2011      | <u>Initiative Coordinator</u><br>SBBC: Todd Dipaola                                                                                                         |
| 26 | Begin media campaign, citizen letter writing and citizen in person meetings with each councilmember in partner cities                                                                                                                     | July 2011      | <u>Initiative Coordinator</u><br>SBBC: Todd Dipaola                                                                                                         |
| 27 | Beginning with lead partner city Redondo Beach, and following with most supportive cities to gain momentum, seek and get approval of policy from City Councils.                                                                           |                | <u>Redondo: Bob Boardman and 6 city liaisons</u><br>LACBC: Jennifer Klausner<br><u>Technical Consultant</u><br>Initiative Coordinator<br>SBBC: Todd Dipaola |
| 28 | Set up internal city work group to implement policy (this may be the South Bay Bicycle Planning Roundtable, along with TACS, so as to work across city jurisdictions and ensure policy framework translates to all participating cities). | October 2011   | <u>Redondo: Bob Boardman and 6 city liaisons</u><br>Initiative Coordinator                                                                                  |
| 29 | Set up oversight committee comprised of community stakeholders to guide implementation of policy change.                                                                                                                                  | November 2011  | <u>Initiative Coordinator</u><br>SBBC Volunteers                                                                                                            |
| 30 | Work with city liaisons to develop new action plan and timeline for policy implementation, including roles of                                                                                                                             | January        | <u>LACBC: Jennifer Klausner</u>                                                                                                                             |

# LOS ANGELES COUNTY DEPARTMENT OF PUBLIC HEALTH - OBESITY PREVENTION

## SCOPE OF WORK

Date of Execution to March 18, 2012

Agency: Los Angeles County Bicycle Coalition

GOAL: Develop a BTA compliant bicycle master plan for participating South Bay cities; promote regional bikeway network by installing signage for key neighborhood destinations; and provide social support that encourages bicycling

|    | key internal partners:                                                                                                                                                                                                                                  | 2012           | Redondo: Bob Boardman and 6 city liaisons                               |
|----|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------|-------------------------------------------------------------------------|
| 31 | Complete at least minimum implementation of South Bay Bicycle Master Plan.                                                                                                                                                                              | April 2012     | Redondo: Bob Boardman and 6 city liaisons Initiative Coordinator        |
| 32 | Secure South Bay Cities Council of Governments' agreement to incorporate South Bay Bicycle Planning Roundtable oversight and responsibilities into one of the COG's existing committees/working groups following the conclusion of two-year grant term. | April 2012     | Initiative Coordinator                                                  |
|    | Objective 2: Promote regional bikeway network by installing signage for neighborhood destinations in walkable centers, as well as signage for all classes of bikeways, "bike boulevards" and public transit (by April 2012)                             | Date           | Responsible Lead Participants involved                                  |
|    | Activities:                                                                                                                                                                                                                                             |                |                                                                         |
| 1  | Create maps and marketing materials for existing and approved bikeways (print and electronic downloadable).                                                                                                                                             | September 2010 | Initiative Coordinator                                                  |
| 2  | As part of master plan recommendations, determine conduits, destination, and origination points most in need of signage enhancements                                                                                                                    | September 2010 | Technical Consultant Redondo: Bob Boardman                              |
| 3  | Consult bicycle/recreation space planners concerning signage locations                                                                                                                                                                                  | October 2010   | LACBC: Jennifer Klausner Redondo: Bob Boardman                          |
| 4  | Finalize and incorporate signage plan into Bicycle Master Plan                                                                                                                                                                                          | May 2011       | Technical Consultant Redondo: Bob Boardman                              |
| 5  | Pilot signage installed                                                                                                                                                                                                                                 | October 2011   | Redondo: Bob Boardman and relevant city liaisons Initiative Coordinator |
| 6  | Install signage:                                                                                                                                                                                                                                        | March 2012     | Redondo: Bob Boardman and relevant city liaisons Initiative Coordinator |
|    | Objective 3: Provide social support for bikeway network by organizing and publicizing group bike rides that encourage greater comfort on a bicycle and increase the political will to implement policy change (by September 2010).                      | Date           | Responsible Lead Participants involved                                  |

LOS ANGELES COUNTY DEPARTMENT OF PUBLIC HEALTH - OBESITY PREVENTION.

SCOPE OF WORK

Date of Execution to March 18, 2012

Agency: Los Angeles County Bicycle Coalition

GOAL: Develop a BTA compliant bicycle master plan for participating South Bay cities; promote regional bikeway network by installing signage for key neighborhood destinations; and provide social support that encourages bicycling

|   | <b>Activities:</b>                                                                                                                                                                                                                         |           |                                                              |
|---|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------|--------------------------------------------------------------|
| 1 | Identify and approach interested stakeholder groups such as PTAs, schools, places of worship, cycling clubs about organizing regular social rides and walks serving different constituencies that test potential bikeway streets/corridors | July 2010 | <u>Initiative Coordinator</u><br>SBBC: Todd Dipaola          |
| 2 | Begin offering workshops and help promote existing events on bike safety and cyclists' rights                                                                                                                                              | Aug 2010  | <u>Initiative Coordinator</u><br>LACBC: Jennifer Klausner    |
| 3 | Help connect community rides and bicycle transportation opportunities with local events (such as Earth Day, Bike to Work Day, farmer's markets, public health fairs, art walks, craft fairs, civic events)                                 | Aug 2010  | <u>Initiative Coordinator</u><br><u>Technical Consultant</u> |
| 4 | Seek feedback from ride/walk organizers that can inform bikeway planning                                                                                                                                                                   | Oct 2010  | Redondo: Bob Boardman                                        |
| 5 | Establish relationships with local print media, influential bloggers, community news site editors, to gain regular favorable coverage of our on-going activities and our goals for the community                                           | ongoing   | <u>Initiative Coordinator</u><br>SBBC: Todd Dipaola          |
| 6 | Provide fresh and engaging content and interactive experiences on the SBBC Facebook page, on our SBBC website, and by providing guest content and comments on 3rd party web sites that reach our constituency.                             | ongoing   | <u>Initiative Coordinator</u><br>SBBC: Todd Dipaola          |



## CITY OF LAWDALE

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



DATE: September 20, 2010

TO: Honorable Mayor and City Council

FROM: Dayle Keller, Interim City Manager 

PREPARED BY: Otis Ginoza, Deputy City Manager 

SUBJECT: Resolution Regarding South Bay Regional Bicycle Master Plan

### BACKGROUND

As part of the American Recovery and Reinvestment Act of 2009, the Centers for Disease Control and Prevention (CDC) provided funding to local and state public health departments. The County of Los Angeles Department of Public Health (DPH) received approximately \$1,125,000.

DPH proposed a comprehensive initiative to the CDC called RENEW LAC! (Renewing Environments for Nutrition, Exercise and Wellness in Los Angeles County). A major component of DPH's initiative is to provide funding to cities, school districts and non-profit community based organizations to develop strategies to increase physical activity, improve nutrition and decrease obesity prevalence throughout their respective jurisdictions.

In November of 2009, DPH issued a Request for Proposals to fund projects and programs through the RENEW LAC comprehensive initiative. In December of 2009, the South Bay Bicycle Coalition (SBBC), asked the City of Lawndale to partner with the SBBC in submitting a proposal to the DPH for RENEW funding. The Lawndale City Manager responded with a letter of support (attached). The SBBC is a charter affiliate of the Los Angeles County Bicycle Coalition. The proposal was for the development of a South Bay Regional Bicycle Master Plan to connect the cities of Redondo Beach, Torrance, Hermosa Beach, Manhattan Beach, El Segundo, Gardena, and Lawndale via a bicycle network.

On March 19, 2010, DPH awarded SBBC with funding for the South Bay Regional Bicycle Master Plan Project (see attached South Bay Bikeways Initiative). The DPH has requested that all cities participating in the Bicycle Master Plan adopt a resolution which commits City staff time to the project. The term of the commitment would conclude on March 18, 2012.

### STAFF REVIEW

The City of Lawndale does not currently have a bicycle master plan. There are federal and state agencies that provide funding for bicycle related street improvements and bicycle programs. However, a city must have a bicycle plan in order to apply for most of these grants. Through participation in the

South Bay Regional Bicycle Master Plan, the City of Lawndale will obtain a bicycle plan that it can use to apply for funding for bicycle related street improvements and bicycle programs. The City of Lawndale would not be required to contribute to the cost of the plan preparation, but would need to allocate staff time to review the Lawndale portion of the plan and assist with data collection.

The South Bay Bicycle Coalition is forming a Blue Ribbon Advisory Panel to help guide the preparation of the South Bay Regional Bicycle Master Plan. They have asked that the Lawndale City Council appoint one of its members to the Advisory Panel. Councilmember Pullen-Miles has expressed interest in serving on the Advisory Panel.

#### COMMISSION REVIEW

None required.

#### LEGAL REVIEW

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

#### FUNDING

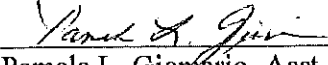
No additional funding required.

#### RECOMMENDATION

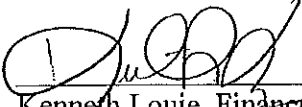
Staff recommends that the City Council adopt Resolution CC-1009-054 and select a member of the City Council to serve on the Blue Ribbon Advisory Committee for the South Bay Master Bicycle Plan.

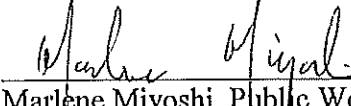
Attachments: Letter of Support  
South Bay Bikeways Initiative  
Resolution No. CC-1009-054

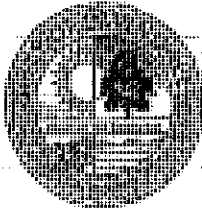
Reviewed and Approved:

  
Pamela L. Giamario, Asst. City Clerk

  
Dayle Keller, Interim City Manager

  
Kenneth Louie, Finance Director

  
Marlene Miyoshi, Public Works Director



## CITY OF LAWNDALE

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



December 8, 2009

Jean Armbruster, Director  
PLACE Program  
County of Los Angeles Department of Public Health  
3530 Wilshire Blvd. Suite 800  
Los Angeles, CA 90010

Re: South Bay Bicycle Coalition grant proposal for a South Bay bicycle plan

Dear Ms. Armbruster:

The City of Lawndale has less park space per resident than any of the sixteen cities in the South Bay. A recent RAND study described a strong correlation between childhood obesity and a lack of park space. Lawndale was one of the Southern California cities identified in the study as having both a lack of park space and a prevalence of childhood obesity. For this and other reasons, the Lawndale City Council has made the provision of recreation opportunities a priority in our community. Our small city has recently completed a new park and is in the process of developing a new community center. Lawndale also has terrible traffic and parking problems. A bicycle plan would be of great benefit to Lawndale. If we can encourage the safe use of bicycles on Lawndale streets, we can reduce child and adult obesity and at the same time address our traffic and parking problems. Lawndale is a small community, two square miles, and many Lawndale bicycle trips are likely to cross our municipal boundary. A bicycle plan that covers the entire South Bay linking such destinations as the South Bay Galleria, the Greenline stations, major employers such as Northrop Grumman, our schools, and educational institutions such as El Camino College would provide Lawndale residents a healthy alternative to the automobile. Therefore, I enthusiastically support the creation of a South Bay bicycle plan.

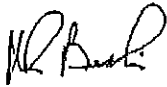
It is my pleasure to write you today as a supporting partner of the South Bay Bicycle Coalition (SBBC), a project of the Los Angeles County Bicycle Coalition, grant proposal. Because of our unique location and climate, there is no better place to foster an active lifestyle than our South Bay Beach communities through increased utilization of the bicycle. The health benefits whether as an exercise outlet or as an alternative transportation network from our neighborhoods to our workplaces; from our schools to our shopping centers; or from community centers and libraries to retail outlets throughout the South Bay are undeniable and quantifiable. Our coalition's shared vision is to create a regional South Bay Bicycle Master Plan linking the South Bay cities through a progressive bike system that provides a safe and healthy transportation alternative to the automobile.

The City of Lawndale would like to add its support as a partner in this grant process. As such, we will actively promote outreach and public comment sessions through the use of our website, cable television channel, newsletter, and other communication resources. In addition, our staff will provide input into the planning process and keep our City Council up to date on its progress. The City of Lawndale looks forward to a well thought out South Bay Bicycle Master Plan which creates a healthier and more environmentally friendly community. I can assure you that we will thoughtfully examine the final plan and give it careful consideration for implementation given its recommendations and our financial resources at the time.

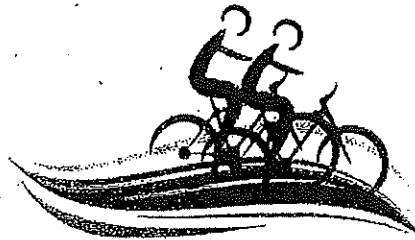
The master plan would take a regional look at getting children to school, adults to work, and families to recreation on bicycles in a healthy and safe manner. This grant would fund a bicycle study and implementation of low cost devices such as signage and sharrows so that cities would not have to spend out of their general funds. Studies have demonstrated that sharrows reduce bicycle accidents by better educating cyclists and drivers. We look forward to working productively throughout the process, so that the regional plan, and our city's specific implementation, will be amenable to city council when it is reviewed.

Today, the South Bay is embracing a tremendous opportunity to come together and commit to a regional change which benefits each city and its residents. This is precisely the time and exactly the place to stand up, take accountability, and help our region move LA County to a better place for our health and the health of our children. We are proud to be a partner of the South Bay Bicycle Coalition in helping the environment, improving public safety, fighting obesity, and enhancing our community through thoughtful bicycle planning.

Sincerely,



Keith Breskin  
City Manager



## THE SOUTH BAY BIKEWAYS INITIATIVE

### The Grant

In March of 2010 the South Bay Bicycle Coalition (a chapter of Los Angeles County Bicycle Coalition) received a grant to create a South Bay Master Bike Plan with seven cities who supported the grant application. This program, administered by the Department of Public Health, provides \$240,000 to initiate policies and programs that will improve community health, primarily targeting childhood obesity. The grant is funded at the Federal level by U.S. Health and Human Services (HHS) and the Centers of Disease Control and Prevention (CDC).

### The South Bay Bikeways Initiative

The grant allows the SBBC to coordinate seven cities in the adoption of a bike master plan on a regional scale. The seven cities which supported participation in the grant are *Redondo Beach, Hermosa Beach, Manhattan Beach, Torrance, El Segundo, Lawndale and Gardena.*

This August, SBBC is hiring a bicycle planning consulting firm and will officially kick-off the planning and outreach efforts across the South Bay. The efforts will include community outreach and collaboration with City staff and elected officials. The initiative will focus on the interconnectivity of South Bay cities by refreshing existing bike plans with modern studies and a bias towards safe, feasible, and low cost implementation. This planning and approval process will extend through 2012.

The resulting document will include signage plans, bikeway policies and bike routes throughout the South Bay. Infrastructure improvements will come in many forms; some may be fully dedicated bike paths, others may be the simple addition of a bike lane or the new concept of *sharrows* on a road (see picture at right), while some areas may require only prominent signage for existing bikeways. *Cost-effective implementations with minimal affects to vehicular right-of-ways will be prioritized in the early phases.*



The resulting document will improve community health and bike safety, while simultaneously providing an opportunity to increase bike ridership and enforce bike safety. *The master plan will enable the involved cities to apply for funding at the regional, state and federal levels.*

## Statistics Worth Considering

### **Lawndale, c. 2007:**

*Childhood obesity rates are reported at approximately 24.5%.*

*Portland: A 40% increase in cycling is preceded by an expanded bike network.*

*New York: Commuter cycling rises by 35% after additional bike routes are provided.*

### Childhood Obesity

With active residents and environmentally-focused policy, Lawndale is one of the healthiest communities in Los Angeles County. However, the beach community still suffers from heightened rates of obesity. In 2007, it was reported that the prevalence of childhood obesity in Lawndale was approximately 24.5%, as much as 12% higher than neighboring cities. *Studies indicate increased rates of childhood obesity often correlate with a reduction in the number of children walking or biking to school.* Providing safe bike routes to school and for families outings will help combat childhood obesity.

### Bike Safety and Education

In addition to the health benefits resulting from increased bike infrastructure, there will also be additional safety benefits. One South Bay city recently reported that from 2004 to 2008, 66 bicyclists were involved in accidents, which

only accounts for reported accidents. In the auto-centric culture of Los Angeles, it's important to educate both bicyclists and motorists on road-sharing safety and laws. *Cities which have adopted widespread, prominent and consistent bicycle policies have experienced increased bicycle awareness and a safer more copacetic transportation environment.*

### **Bike Policy in Los Angeles County**

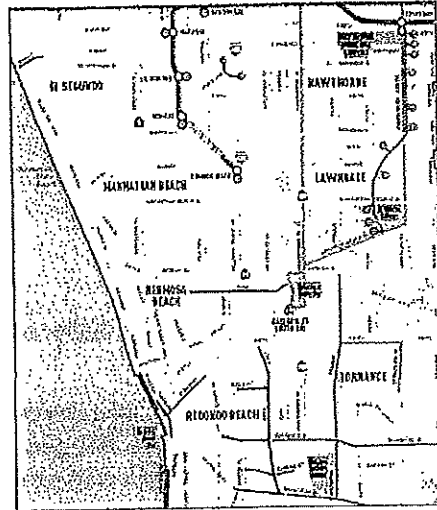
Many cities across Los Angeles County are currently engaged in various forms of bike planning and policy. Here are just a few:

- **Santa Monica:** The progressive coastal city has recently enacted a city-funded bike sharing program for City staff. The City also hosts a bike valet program at their weekly farmer's market and all City-sponsored events. It was estimated that the bike valet program parked over 22,000 bikes in 2009.
- **Los Angeles:** The City and County of Los Angeles have both drafted Bicycle Master Plans, which are still being revised. The City has pledged 5% of its transportation budget to go towards the plan specifically and 10% of their Measure R funds to bicycle and pedestrian-oriented projects. Additionally, 4<sup>th</sup> Street recently underwent a pilot phase as a bike boulevard and, along with Abbot Kinney in Venice Beach, was recently improved with a series of sharrows.
- **Long Beach:** The recent bike facility improvements in the City of Long Beach are considered to be the most successful in Southern California. Their improvements involve a "green" bike lane constructed with permeable materials, the general expansion of bike routes and *the first bike boulevard in the County.*

## Existing Bikeways in Lawndale

The City of Lawndale is well positioned to continue catalyzing bike culture in the region. The map to the right shows the current routes through the City.

While these routes provide a solid foundation for improved bicycle infrastructure, it does not make the City of Lawndale eligible for over \$1.2MM annual State funds available for such projects. The South Bay Bikeways Initiative would create such a grant eligible plan (per California Streets and Highways Code §891.2).



## What Is Required to Continue to Participate as a Member City?

In order for the Initiative to be successful, the Department of Public Health, the grant administrator, has established the following requirements (as reflected in the attached resolution):

- 1) *Designate a Council Member to participate in the Blue Ribbon Advisory Committee;*
- 2) *Swiftly implement measures approved by City Council as funding is available;*
- 3) *Designate a City Liaison that will:*
  - a. Introduce the Initiative Director to key city staff (Planning, Public Works, Parks, etc.);
  - b. Participate in City hearings;
  - c. Review or assist in drafting Council memos, documents, code, etc. and assist in obtaining City approval for related documents and plans;
  - d. Upon the request of the Initiative Director, review, give directions and provide feedback on draft documents in a timely fashion;
  - e. Assist consultants on bicycle counts and field surveys as needed;
  - f. Participate as a member of the Technical Advisory Board in the South Bay Bicycle Planning Roundtable on a monthly basis.
- 4) *Encourage the City Council to reserve a portion of transportation or Capital Improvement funds towards pedestrian and bicycle projects, just as the City of LA recently did. The South Bay Bicycle Coalition recommend 3-5% of transportation funds be dedicated to alternative transportation plans and programs.*

The City of Lawndale can be the next incubator for alternative transportation innovation. Contact us to learn more or to get involved:

Marissa Christiansen  
South Bay Bikeways Initiative Director  
310-937-6695  
[Marissa@la-bike.org](mailto:Marissa@la-bike.org)  
[www.southbaybicyclecoalition.com](http://www.southbaybicyclecoalition.com)

**RESOLUTION NO. CC-1009-054**

**A RESOLUTION OF THE CITY COUNCIL  
OF THE CITY OF LAWNDAL, CALIFORNIA,  
AUTHORIZING CITY STAFF TO WORK ON THE LOS ANGELES COUNTY  
DEPARTMENT OF PUBLIC HEALTH PROJECT IN SUPPORT OF  
THE SOUTH BAY REGIONAL BICYCLE MASTER PLAN**

WHEREAS, when the Los Angeles County Bicycle Coalition ("LACBC"), through its affiliate the South Bay Bicycle Coalition ("SBBC"), asked the City of Lawndale ("City") to support and be a partner in its effort to obtain a grant for the preparation of a regional bicycle plan for the South Bay, the City responded with a letter of support signed by the city manager; and

WHEREAS, the LACBC has been awarded a grant from the Los Angeles County Department of Public Health through the American Recovery and Reinvestment Act of 2009-funded Renewing Environments for Nutrition, Exercise and Wellness Initiative for the development of the South Bay Bicycle Master Plan Project; and

WHEREAS, the City supports the South Bay Bicycle Master Plan Project, as the project's goals are to promote bicycling as a means to decrease childhood and adult obesity resulting from lack of physical activity, and to create a Bicycle Master Plan that leads to an accessible bikeway network connecting the South Bay cities to each other and to the Greater Los Angeles County area for the general benefit of all County residents.

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

SECTION 1. The City Council endorses the South Bay Bicycle Master Plan Project.

SECTION 2. The City agrees to provide a staff liaison to accomplish all tasks for which the City is involved as described in the attached Scope of Work.

SECTION 3. The City agrees to establish a technical advisory committee with its staff liaison and members of all City departments involved in the South Bay Bicycle Master Plan.

SECTION 4. The City agrees to appoint a city council member to serve on the Blue Ribbon Advisory Committee of the South Bay Bicycle Master Plan.

SECTION 5. The city clerk shall certify to the passage and adoption of this resolution.

PASSED, APPROVED AND ADOPTED this 20th day of September, 2010.

---

Harold E. Hofmann, Mayor

ATTEST:

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

I, Paula Hartwill, City Clerk of the City of Lawndale, California, do hereby certify that the City Council of the City of Lawndale duly approved and adopted the foregoing Resolution No. CC-1009-054 at a regular meeting of said Council held on the 20th day of September, 2010, by the following roll call vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

\_\_\_\_\_  
Paula Hartwill, City Clerk

APPROVED AS TO FORM:

\_\_\_\_\_  
Tiffany J. Israel, City Attorney

LOS ANGELES COUNTY DEPARTMENT OF PUBLIC HEALTH - OBESITY PREVENTION

SCOPE OF WORK

Date of Execution to March 18, 2012

Agency: Los Angeles County Bicycle Coalition

GOAL: Develop a BTA compliant bicycle master plan for participating South Bay cities; promote regional bikeway network by installing signage for key neighborhood destinations; and provide social support that encourages bicycling

| # | Objective 1: Increase access to bicycling infrastructure by developing a BTA compliant bicycle master plan for participating South Bay cities (August 2011) and implementing a regional bikeway network (April 2012). The regional plan will provide safe bikeway connectivity between homes, jobs, public transit, and recreational resources, including east-west corridors linking inland cities to coastal resources                                                                                                                                                                                                                                                                                                       | Date      | Responsible Lead Participants involved                                                                                                   |
|---|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------|------------------------------------------------------------------------------------------------------------------------------------------|
|   | <b>Activities:</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |           |                                                                                                                                          |
| 1 | LACBC to hire full-time initiative Coordinator in consultation with all                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | July 2010 | <u>LACBC: Jennifer Klausner</u><br>Redondo: Bob Boardman<br>SBBC: Todd Dipacola                                                          |
| 2 | LACBC to hire consulting firm as Technical Consultant in consultation with all                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | Aug 2010  | <u>LACBC: Jennifer Klausner</u><br>Redondo: Bob Boardman<br>SBBC: Todd Dipacola                                                          |
| 3 | Participate in regular DPH-led Learning Network meetings                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | ongoing   | <u>Initiative Coordinator</u><br>others as helpful                                                                                       |
| 4 | Meet w Technical Assistance Coordinator and DPH Grant Manager at least yearly to identify assignment of technical assistance such as field work for bicycle counts, surveys, and measuring roads                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | ongoing   | Redondo: Bob Boardman<br>Technical Consultant<br>SBBC: Todd Dipacola                                                                     |
| 5 | Hold at minimum monthly meetings w/ core initiative partners<br>Redondo in-kind assistance:<br>Provide office space, office equipment such as computers<br>Supervise Technical Consultant, including bicycle counts, field survey of bike users<br>Introduce Initiative Coordinator to key city staff (planning, public works, parks, police etc)<br>Participate in Redondo Beach city community meetings<br>Help draft council memos, documents and code and see documents through city approval process<br>Review, give direction, and provide feedback on draft documents in a timely fashion<br>Participate in monthly core partner meetings, Blue Ribbon Bicycle Advisory Board and South Bay Bicycle Planning Roundtable | ongoing   | <u>LACBC: Jennifer Klausner</u><br>Initiative Coordinator<br>Redondo: Bob Boardman<br>SBBC: Todd Dipacola<br>Technical Consultant<br>DPH |
| 6 |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | ongoing   | <u>Redondo: Bob Boardman</u>                                                                                                             |

# LOS ANGELES COUNTY DEPARTMENT OF PUBLIC HEALTH - OBESITY PREVENTION

## SCOPE OF WORK

Date of Execution to March 18, 2012

Agency: Los Angeles County Bicycle Coalition

GOAL: Develop a BTA compliant bicycle master plan for participating South Bay cities; promote regional bikeway network by installing signage for key neighborhood destinations; and provide social support that encourages bicycling

|    |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |               |                                                                                                                           |
|----|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|---------------------------------------------------------------------------------------------------------------------------|
| 7  | In conjunction with DPH staff, develop a year-long action plan with detailed steps for policy/system/environmental change adoption and implementation.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | July 2010     | LACBC: Jennifer Klausner<br>Initiative Coordinator<br>Technical Consultant<br>SBBC: Todd Dipaola<br>Redondo: Bob Boardman |
| 8  | Develop promotional materials, including health data, to educate policy makers, city officials, and community leaders.<br>Secure resolution from Redondo Beach City Council that commits to:<br>i) Allocating City of Redondo Beach staff to work on this initiative<br>ii) The timeline and policy change deliverables in the initiative contract and Statement of Work<br>iii) Also will include provisions below                                                                                                                                                                                                                                                                                                                                                                                                                                                          | Aug 2010      | Initiative Coordinator<br>Redondo: Bob Boardman<br>Technical Consultant                                                   |
| 9  | Secure required resolution from all partner cities in order to participate. Resolution will commit their intent to:<br>• Select at least one council member and an alternate to participate in Blue Ribbon Bicycle Advisory Board<br>• Swiftly implement measures approved by City Council as funding is available:<br>• Designate a city staff liaison that will:<br>• Introduce Initiative Coordinator to key city staff (planning, public works, parks, police etc)<br>• Participate in city hearings.<br>• Review or assist draft council memos, documents and code and assist processing documents through city approval process.<br>• Review, give direction, and provide feedback on draft documents in a timely fashion<br>• Assist Technical Consultant on bicycle counts and field survey of bike users.<br>• Participate in South Bay Bicycle Planning Roundtable | July 2010     | Redondo: Bob Boardman<br>Initiative Coordinator                                                                           |
| 10 | Resolution will commit SBBC to:<br>• Outreach to the public<br>• Conducting at least 2 hearings per city<br>• Research city data including bike counts, collisions, and public health<br>• Present 3 times to City Council (Now, at midway point for feedback, and present final policy)<br>• Generate a city specific plan that fits within the larger South Bay                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | July/Aug 2010 | Initiative Coordinator<br>LACBC: Jennifer Klausner<br>SBBC: Todd Dipaola                                                  |

LOS ANGELES COUNTY DEPARTMENT OF PUBLIC HEALTH - OBESITY PREVENTION

SCOPE OF WORK

Date of Execution to March 18, 2012

Agency: Los Angeles County Bicycle Coalition

GOAL: Develop a BTA compliant bicycle master plan for participating South Bay cities; promote regional bikeway network by installing signage for key neighborhood destinations; and provide social support that encourages bicycling

|    |                                                                                                                                                                                                                                                                                                        |               |                                                                                      |
|----|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|--------------------------------------------------------------------------------------|
|    | <ul style="list-style-type: none"> <li>Master Plan w/ Phase 1 low-cost high impact components ready for immediate implementation, as well as Phase 2 longer term grant-ready projects.</li> <li>Master plan developed per CA Streets and Highways Code, making the city eligible for grants</li> </ul> |               |                                                                                      |
| 11 | Establish liaisons for each participating city. Form South Bay Bicycle Planning Roundtable comprised of staff from each city                                                                                                                                                                           | Aug/Sept 2010 | Initiative Coordinator                                                               |
|    | Establish mechanism for each city liaison to gain support of their city colleagues; (i.e. internal technical advisory committee (TAC) or other internal meetings at each city                                                                                                                          |               | Initiative Coordinator                                                               |
|    | Establish Blue Ribbon Bicycle Advisory Board comprised of elected officials from each city                                                                                                                                                                                                             |               | Initiative Coordinator                                                               |
| 12 | Host initiative kick-off event, including press conference and group bike ride/parade, to announce initiative and build excitement; obtain local media coverage.                                                                                                                                       | Aug 2010      | Initiative Coordinator                                                               |
| 13 | Hold one-on-one meetings with key leaders and make presentations to community organizations to raise awareness about policy initiative and enlist their support.                                                                                                                                       | Aug 2010      | Initiative Coordinator                                                               |
| 14 | Begin outreach campaign. Prioritize resources and adjust marketing mix (e.g., door flyers over online media) and incentives (possibly food from other grant sources) to reach lower income communities to ensure engagement                                                                            | ongoing       | Initiative Coordinator                                                               |
| 15 | Begin conducting community meetings (2-3 per city) in the participating South Bay cities to educate residents about the initiative, its benefits, identify barriers to accessing current bikeways, solicit input into ways to address barriers and recruit community supporters.                       | Sept 2010     | Initiative Coordinator<br>Technical Consultant<br>Redondo: Bob Boardman              |
| 16 | Form a local task force of community stakeholders at minimum one from each city to give input into and lead advocacy for new policy; this group will be a committee of South Bay Bicycle Coalition.                                                                                                    | Oct 2010      | SBBC: Todd Dipaola<br>Initiative Coordinator<br>Robert Boardman and 6 city liaisons  |
| 17 | Gather baseline data: city liaisons work with technical consultant to conduct a number of bike counts in each city. Use data as baseline for master plans and to measure policy effectiveness.                                                                                                         | Oct 2010      | Technical Consultant<br>SBBC Volunteers<br>Redondo: Bob Boardman and 6 city liaisons |
| 18 | City liaisons work with technical consultant to conduct field survey of potential bikeway users in South Bay cities.                                                                                                                                                                                   | Oct 2010      | Technical Consultant                                                                 |
| 19 | Hold one-on-one meetings with elected officials and staff from cities on progress.                                                                                                                                                                                                                     | Nov 2010      | Initiative Coordinator                                                               |
| 20 | Halfway mark presentations on Master Plan progress to City Councils. Request and listen to feedback                                                                                                                                                                                                    | Dec 2010      | Initiative Coordinator<br>Technical Consultant                                       |

# LOS ANGELES COUNTY DEPARTMENT OF PUBLIC HEALTH - OBESITY PREVENTION

## SCOPE OF WORK

Date of Execution to March 18, 2012

Agency: Los Angeles County Bicycle Coalition

GOAL: Develop a BTA compliant bicycle master plan for participating South Bay cities; promote regional bikeway network by installing signage for key neighborhood destinations; and provide social support that encourages bicycling

|    |                                                                                                                                                                                                                                                                                          |                |                                                                                                                                               |
|----|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------|-----------------------------------------------------------------------------------------------------------------------------------------------|
|    |                                                                                                                                                                                                                                                                                          |                | Redondo: Bob Boardman and 6 city liaisons                                                                                                     |
|    |                                                                                                                                                                                                                                                                                          |                | <u>Technical Consultant</u>                                                                                                                   |
| 21 | Based on feedback, revise draft master plan and incorporate council feedback                                                                                                                                                                                                             | Dec 10- Feb 11 | Redondo: Bob Boardman<br>Initiative Coordinator                                                                                               |
| 22 | Leverage expertise of other jurisdictions working to pass bicycle master plans by participating in DPH Learning Network meetings and by reviewing policies of other jurisdictions to identify best practices.                                                                            | January 2011   | <u>Initiative Coordinator</u><br><u>Technical Consultant</u>                                                                                  |
| 23 | Develop draft policy language including plan for implementing policy once it has been approved.                                                                                                                                                                                          | April 2011     | <u>Initiative Coordinator</u><br><u>Technical Consultant</u>                                                                                  |
| 24 | Vet policy document within each city and gain approval from relevant city staff at each city (i.e. through technical advisory committees or other internal city meetings). Listen to feedback and amend as necessary.                                                                    |                | Redondo: Bob Boardman and 6 city liaisons<br><u>Initiative Coordinator</u><br><u>Technical Consultant</u>                                     |
| 25 | Solicit input into final draft of policy language including community meetings as appropriate                                                                                                                                                                                            | July 2011      | <u>Initiative Coordinator</u><br>SBBC: Todd Dipaola                                                                                           |
| 26 | Begin media campaign, citizen letter writing and citizen in person meetings with each councilmember in partner cities<br>Beginning with lead partner city Redondo Beach, and following with most supportive cities to gain momentum, seek and get approval of policy from City Councils. | July 2011      | Redondo: Bob Boardman and 6 city liaisons<br>LACBC: Jennifer Klausner<br>Technical Consultant<br>Initiative Coordinator<br>SBBC: Todd Dipaola |
| 27 |                                                                                                                                                                                                                                                                                          | August 2011    |                                                                                                                                               |
| 28 | Set up internal city work group to implement policy (this may be the South Bay Bicycle Planning Roundtable; along with TACS, so as to work across city jurisdictions and ensure policy framework translates to all participating cities).                                                | October 2011   | Redondo: Bob Boardman and 6 city liaisons<br>Initiative Coordinator                                                                           |
| 29 | Set up oversight committee comprised of community stakeholders to guide implementation of policy change.                                                                                                                                                                                 | November 2011  | <u>Initiative Coordinator</u><br>SBBC Volunteers                                                                                              |
| 30 | Work with city liaisons to develop new action plan and timeline for policy implementation, including roles of                                                                                                                                                                            | January        | LACBC: Jennifer Klausner                                                                                                                      |

# LOS ANGELES COUNTY DEPARTMENT OF PUBLIC HEALTH - OBESITY PREVENTION

## SCOPE OF WORK

Date of Execution to March 18, 2012

Agency: Los Angeles County Bicycle Coalition

GOAL: Develop a BTA compliant bicycle master plan for participating South Bay cities; promote regional bikeway network by installing signage for key neighborhood destinations; and provide social support that encourages bicycling

|    | key internal partners                                                                                                                                                                                                                                                                                                                 | 2012           | <u>Redondo: Bob Boardman and 6 city liaisons</u>                                        |
|----|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------|-----------------------------------------------------------------------------------------|
| 31 | Complete at least minimum implementation of South Bay Bicycle Master Plan.<br>Secure South Bay Cities Council of Governments' agreement to incorporate South Bay Bicycle Planning Roundtable oversight and responsibilities into one of the COG's existing committees/working groups following the conclusion of two-year grant term. | April 2012     | <u>Redondo: Bob Boardman and 6 city liaisons</u><br>Initiative Coordinator              |
| 32 |                                                                                                                                                                                                                                                                                                                                       | April 2012     | <u>Initiative Coordinator</u>                                                           |
|    | <b>Objective 2: Promote regional bikeway network by installing signage for neighborhood destinations in walkable centers, as well as signage for all classes of bikeways, "bike boulevards" and public transit (by April 2012)</b>                                                                                                    | Date           | <b>Responsible Lead</b><br>Participants involved                                        |
|    | <b>Activities:</b>                                                                                                                                                                                                                                                                                                                    |                |                                                                                         |
| 1  | Create maps and marketing materials for existing and approved bikeways (print and electronic downloadable).                                                                                                                                                                                                                           | September 2010 | <u>Initiative Coordinator</u>                                                           |
| 2  | As part of master plan recommendations, determine conduits, destination, and origination points most in need of signage enhancements                                                                                                                                                                                                  | September 2010 | <u>Technical Consultant</u><br><u>Redondo: Bob Boardman</u>                             |
| 3  | Consult bicycle/recreation space planners concerning signage locations                                                                                                                                                                                                                                                                | October 2010   | <u>LACBC: Jennifer Klausner</u><br><u>Redondo: Bob Boardman</u>                         |
| 4  | Finalize and incorporate signage plan into Bicycle Master Plan                                                                                                                                                                                                                                                                        | May 2011       | <u>Technical Consultant</u><br><u>Redondo: Bob Boardman</u>                             |
| 5  | Pilot signage installed                                                                                                                                                                                                                                                                                                               | October 2011   | <u>Redondo: Bob Boardman</u><br><u>relevant city liaisons</u><br>Initiative Coordinator |
| 6  | Install signage                                                                                                                                                                                                                                                                                                                       | March 2012     | <u>Redondo: Bob Boardman</u><br><u>relevant city liaisons</u><br>Initiative Coordinator |
|    | <b>Objective 3: Provide social support for bikeway network by organizing and publicizing group bike rides that encourage greater comfort on a bicycle and increase the political will to implement policy change (by September 2010).</b>                                                                                             | Date           | <b>Responsible Lead</b><br>Participants involved                                        |

LOS ANGELES COUNTY DEPARTMENT OF PUBLIC HEALTH - OBESITY PREVENTION.

SCOPE OF WORK

Date of Execution to March 18, 2012

Agency: Los Angeles County Bicycle Coalition

GOAL: Develop a BTA compliant bicycle master plan for participating South Bay cities; promote regional bikeway network by installing signage for key neighborhood destinations; and provide social support that encourages bicycling

|   | <b>Activities:</b>                                                                                                                                                                                                                         |           |                                                              |
|---|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------|--------------------------------------------------------------|
| 1 | Identify and approach interested stakeholder groups such as PTAs, schools, places of worship, cycling clubs about organizing regular social rides and walks serving different constituencies that test potential bikeway streets/corridors | July 2010 | <u>Initiative Coordinator</u><br>SBBC: Todd Dipaola          |
| 2 | Begin offering workshops and help promote existing events on bike safety and cyclists' rights                                                                                                                                              | Aug 2010  | <u>Initiative Coordinator</u><br>LACBC: Jennifer Klausner    |
| 3 | Help connect community rides and bicycle transportation opportunities with local events (such as Earth Day, Bike to Work Day, farmer's markets, public health fairs, art walks, craft fairs, civic events)                                 | Aug 2010  | <u>Initiative Coordinator</u><br><u>Technical Consultant</u> |
| 4 | Seek feedback from ride/walk organizers that can inform bikeway planning                                                                                                                                                                   | Oct 2010  | Redondo: Bob Boardman                                        |
| 5 | Establish relationships with local print media, influential bloggers, community news site editors, to gain regular favorable coverage of our on-going activities and our goals for the community                                           | ongoing   | <u>Initiative Coordinator</u><br>SBBC: Todd Dipaola          |
| 6 | Provide fresh and engaging content and interactive experiences on the SBBC Facebook page, on our SBBC website, and by providing guest content and comments on 3rd party web sites that reach our constituency.                             | ongoing   | <u>Initiative Coordinator</u><br>SBBC: Todd Dipaola          |

# **Attachment D**

**“Staff Report April 2, 2018 Hawthorne Blvd. bicycle lanes update”**



## CITY OF LAWDALE

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

DATE: April 2, 2018

TO: Honorable Mayor and City Council

FROM: Stephen N. Mandoki, City Manager

PREPARED BY: Frank Senteno, Public Works Director/City Engineer  
Paul Hince, Assistant Engineer

SUBJECT: Hawthorne Boulevard Bicycle Lanes Update

### BACKGROUND

Staff has sought alternatives or acceptable uses to re-purpose the Call for Project Funds following the item last presented to the City Council on July 17, 2017. At that meeting, Staff discussed the feasibility of installing bike lanes both in the medians or sidewalks which proved to be financially and/or logistically infeasible.

### STAFF REVIEW

Metro is willing to consider a scope change for this funding agreement in keeping with the June 2014 Metro Board policy for administrative scope changes, however only a bicycle oriented project and one that would provide the same function as bike lanes on Hawthorne Blvd would be found acceptable.

Metro's review of the Hawthorne Boulevard route concurs with Staff that Hawthorne Blvd would not be a good candidate for Class II Bike lanes.

Public Works Staff previously recommended a bike boulevard on Freeman Avenue as an alternative route in lieu of Hawthorne Blvd and also recommends to extend bicycle routes on 147<sup>th</sup> and 166<sup>th</sup> Streets. These bike paths are also recommended in the concurrent Safe Routes to School project (currently being completed by Lawndale Public Works) because they provide both connectivity and dedicated bike facilities to the nearby schools. Both the City and Metro agree that this would be an appropriate alternative approach to bicycle lanes on Hawthorne Blvd and would provide the framework for a more cost-effective, low-stress bicycle network to the City.

The attached sketch which shows what can potentially be the City's first-phase bike network is consistent with the City's adopted Complete Streets Policy (Resolution No. CC-1612-068 - adopted December 19, 2016) and also consistent with the Safe Route to School plan.

The plan proposes a combined Class II and Class III shared bike lane markings on 166<sup>th</sup> Street (see example of markings in attached photo), Class III's on Freeman Avenue, and a complete street approach on 147<sup>th</sup> Street. Since 147<sup>th</sup> Street serves as an entrance corridor to the Lawndale Civic Center it has the potential as a "Complete Street" candidate or make-over to serve all users and modes of travel. 147<sup>th</sup> Street could include improvements such as a road diet, and mini-traffic circles in lieu of the five-existing stop signs, and bike lanes. A road diet on 147<sup>th</sup> Street would be comprised of reducing the current two-travel lanes in each direction down to one-lane in each direction. The primary benefits of a road diet include enhanced safety, possibly additional parking, mobility and access for all road users. A traffic study would be required to determine its feasibility.

This proposed alternative is also consistent with the goals of the State's Active Transportation Program, which are to:

- Increase the proportion of trips accomplished by biking and walking;
- Increase safety and mobility for non-motorized users;
- Advance the active transportation efforts of regional agencies to achieve greenhouse gas reduction goals;
- Enhance public health;
- Ensure that disadvantaged communities fully share in the benefits of the program, and;
- Provide a broad spectrum of projects to benefit many types of active transportation users

Funding sources could be available to the City through the Active Transportation Program (ATP) grant. ATP Cycle 4 is currently underway where \$450M will be available for walking and biking projects across the state and would provide funding in fiscal years 2020-2023. Because Metro considers this as a strong candidate project for the City of Lawndale, Metro has committed to provide grant writing assistance without charge. Furthermore, Metro has already assigned a consultant firm to provide these services immediately.

Staff has prepared and submitted to Metro a preliminary cost estimate for the project. The project is estimated at \$4,358,324.

However, before proceeding with the Hawthorne Boulevard alternative scoped project, Staff is requesting direction and/or approval from the City Council whether this is the direction it wishes to proceed and therefore committing to the project should the ATP funds become available.

The total amount of the current 2015 Metro Call for Project grant funds for Hawthorne Boulevard is \$233,553 of which \$46,702 is comprised of the City's matching funds. The funding agreement for this grant expires in June 2020.

## LEGAL REVIEW

N/A

## FUNDING

The Hawthorne Boulevard Bike Lanes project is currently funded with \$186,842 of Local Transportation Funds (Metro Call for Project Grant Funds) and \$46,702 of the City's matching Prop C funds for a total project budget of \$233,544.

## RECOMMENDATION

At this point Staff believes all potential alternatives have been reviewed and/or exhausted. The question regarding the City's current Call for Project Grant still remains.

Therefore, based on the above given discussion, Staff requests direction from the City Council whether:

1. To approve the proposed alternative scope and proceed with the application of ATP Grant Funds with the assistance from Metro; or
2. De-obligate the Hawthorne Boulevard Call for Projects grant funds.

Attachments: A. Preliminary Cost Estimate  
B. Sample Roundabout  
C. Proposed Lawndale Bike Network  
D. Draft SR2S recommended travel paths

# Detailed Engineer's Estimate and Total Project Costs- Cycle 4

**Important: Read the Instructions in the first sheet (tab) before entering data. Do not enter data in shaded fields (with formulas).**

## Project Information:

Agency: City of Lawndale

Date: 3/14/2018

Project Description: Safe Streets/bike path/complete street project in the city of lawndale

Project Location: Bike Path on 147th Street, Freeman Avenue, and 166th Street

Licensed Engineer in responsible charge of preparing or reviewing this PSR-Equivalent Cost Estimate:

License #:

## Engineer's Estimate and Cost Breakdown:

| Engineer's Estimate (for Construction Items Only)                                                                                             |                                   |           |          |       |              |                 | Cost Breakdown           |             |                                                              |    |                          |    |
|-----------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------|-----------|----------|-------|--------------|-----------------|--------------------------|-------------|--------------------------------------------------------------|----|--------------------------|----|
|                                                                                                                                               |                                   |           |          |       |              |                 | ATP Eligible Costs/Items |             | ATP Ineligible Costs/Items                                   |    | Corps/CCC to construct   |    |
| Item No.                                                                                                                                      | Item                              | F, D or M | Quantity | Units | Unit Cost    | Total Item Cost | %                        | \$          | %                                                            | \$ | %                        | \$ |
| General Overhead-Related Construction Items                                                                                                   |                                   |           |          |       |              |                 |                          |             |                                                              |    |                          |    |
| 1                                                                                                                                             | Mobilization                      |           | 1        | LS    | \$25,000.00  | \$25,000        | 100%                     | \$25,000    |                                                              |    |                          |    |
| 2                                                                                                                                             | Traffic Control                   |           | 1        | LS    | \$40,000.00  | \$40,000        | 100%                     | \$40,000    |                                                              |    |                          |    |
| 3                                                                                                                                             |                                   |           |          |       |              |                 |                          |             | 100%                                                         |    |                          |    |
| 4                                                                                                                                             |                                   |           |          |       |              |                 |                          |             | 100%                                                         |    |                          |    |
| 5                                                                                                                                             |                                   |           |          |       |              |                 |                          |             | 100%                                                         |    |                          |    |
| General Construction Items (non-decorative only)                                                                                              |                                   |           |          |       |              |                 |                          |             |                                                              |    |                          |    |
| 6                                                                                                                                             |                                   |           |          |       |              |                 |                          |             | 100%                                                         |    |                          |    |
| 7                                                                                                                                             | Best Management Practices         |           | 1        | LS    | \$40,000.00  | \$40,000        | 100%                     | \$40,000    |                                                              |    |                          |    |
| 8                                                                                                                                             | R&R 6" asphalt                    |           | 148262.4 | SF    | \$3.50       | \$518,918       | 100%                     | \$518,918   |                                                              |    |                          |    |
| 9                                                                                                                                             | Cold Plane 2" AC                  |           | 164736   | SF    | \$1.00       | \$164,736       | 100%                     | \$164,736   |                                                              |    |                          |    |
| 10                                                                                                                                            | Curb Ramps                        |           | 56       | EA    | \$5,500.00   | \$308,000       | 100%                     | \$308,000   |                                                              |    |                          |    |
| 11                                                                                                                                            | Install Sign                      |           | 108      | EA    | \$550.00     | \$59,400        | 100%                     | \$59,400    |                                                              |    |                          |    |
| 12                                                                                                                                            | Striping                          |           | 54912    | LF    | \$5.50       | \$302,016       | 100%                     | \$302,016   |                                                              |    |                          |    |
| 13                                                                                                                                            | Pavement Markings                 |           | 162      | EA    | \$200.00     | \$32,400        | 100%                     | \$32,400    |                                                              |    |                          |    |
| 14                                                                                                                                            | Misc Concrete Work                |           | 8236.8   | SF    | \$10.00      | \$82,368        | 100%                     | \$82,368    |                                                              |    |                          |    |
| 15                                                                                                                                            | Round-a-bouts                     |           | 5        | EA    | \$100,000.00 | \$500,000       | 100%                     | \$500,000   |                                                              |    |                          |    |
| 16                                                                                                                                            | Traffic Signal modifications (eg. |           | 4        | EA    | \$60,000.00  | \$240,000       | 100%                     | \$240,000   |                                                              |    |                          |    |
| 17                                                                                                                                            | Bulb-Outs                         |           | 28       | EA    | \$10,000.00  | \$280,000       | 100%                     | \$280,000   |                                                              |    |                          |    |
| 18                                                                                                                                            |                                   |           |          |       |              |                 |                          |             | 100%                                                         |    |                          |    |
| 19                                                                                                                                            |                                   |           |          |       |              |                 |                          |             | 100%                                                         |    |                          |    |
| 20                                                                                                                                            |                                   |           |          |       |              |                 |                          |             | 100%                                                         |    |                          |    |
| Decorative & Landscaping-related Items (Label items as "F" for Functional, "D" for Decorative, or "M" for a mix of Decorative and Functional) |                                   |           |          |       |              |                 |                          |             |                                                              |    |                          |    |
| 21                                                                                                                                            | Trees - Remove and Replace        |           | 26       | EA    | \$1,500.00   | \$39,000        | 100%                     | \$39,000    |                                                              |    |                          |    |
| 22                                                                                                                                            | Shrubs/groundcover                |           |          | SQFT  |              |                 |                          |             | 100%                                                         |    |                          |    |
| 23                                                                                                                                            | Irrigation / Water Connection     |           |          | LS    |              |                 |                          |             | 100%                                                         |    |                          |    |
| 24                                                                                                                                            |                                   |           |          |       |              |                 |                          |             | 100%                                                         |    |                          |    |
| 25                                                                                                                                            |                                   |           |          |       |              |                 |                          |             | 100%                                                         |    |                          |    |
| 26                                                                                                                                            |                                   |           |          |       |              |                 |                          |             | 100%                                                         |    |                          |    |
| 27                                                                                                                                            |                                   |           |          |       |              |                 |                          |             | 100%                                                         |    |                          |    |
| Subtotal of Construction Items:                                                                                                               |                                   |           |          |       |              | \$2,631,838     |                          | \$2,631,838 |                                                              |    |                          |    |
|                                                                                                                                               |                                   |           |          |       |              |                 |                          | \$131,322   | ← 5% of eligible CON costs (excl. decorative, if applicable) |    |                          |    |
| Construction Item Contingencies (% of Construction Items):                                                                                    |                                   |           |          |       | 20.00%       | \$526,368       |                          | \$526,368   |                                                              |    |                          |    |
| Total (Construction Items & Contingencies) cost:                                                                                              |                                   |           |          |       |              | \$3,158,206     |                          | \$3,158,206 |                                                              |    |                          |    |
| Project Delivery Costs:                                                                                                                       |                                   |           |          |       |              |                 |                          |             |                                                              |    |                          |    |
| Type of Project Cost                                                                                                                          |                                   |           |          |       | Cost \$      |                 | ATP Eligible Costs       |             | Non-participating Costs                                      |    |                          |    |
| Preliminary Engineering (PE)                                                                                                                  |                                   |           |          |       |              |                 |                          |             |                                                              |    |                          |    |
| Environmental Studies and Permits (PA&ED):                                                                                                    |                                   |           |          |       | \$           | 94,746          | \$94,746                 |             |                                                              |    |                          |    |
| Plans, Specifications and Estimates (PS&E):                                                                                                   |                                   |           |          |       | \$           | 631,641         | \$631,641                |             |                                                              |    | "PE" costs / "CON" costs |    |
| Total PE:                                                                                                                                     |                                   |           |          |       | \$           | 726,387         | \$726,387                |             |                                                              |    | 23% 25% Max              |    |
| Right of Way (RW)                                                                                                                             |                                   |           |          |       |              |                 |                          |             |                                                              |    |                          |    |
| Right of Way Engineering:                                                                                                                     |                                   |           |          |       | \$           | -               |                          |             |                                                              |    |                          |    |
| Acquisitions and Utilities:                                                                                                                   |                                   |           |          |       | \$           | -               |                          |             |                                                              |    |                          |    |
| Total RW:                                                                                                                                     |                                   |           |          |       | \$           | -               |                          |             |                                                              |    |                          |    |
| Construction Engineering (CE)                                                                                                                 |                                   |           |          |       |              |                 |                          |             |                                                              |    |                          |    |
| Construction Engineering (CE):                                                                                                                |                                   |           |          |       | \$           | 473,731         | \$473,731                |             |                                                              |    | "CE" costs / "CON" costs |    |
| Total Project Delivery:                                                                                                                       |                                   |           |          |       |              | \$1,200,118     | \$1,200,118              |             |                                                              |    | 15% 15% Max              |    |
| Total Construction Costs:                                                                                                                     |                                   |           |          |       |              | \$3,631,937     | \$3,631,937              |             |                                                              |    |                          |    |
| Total Project Cost:                                                                                                                           |                                   |           |          |       |              | \$4,358,324     | \$4,358,324              |             |                                                              |    |                          |    |
|                                                                                                                                               |                                   |           |          |       |              |                 | ATP Eligible Costs       |             | Non-participating Costs                                      |    |                          |    |

"PE" costs / "CON" costs  
23% 25% Max

"CE" costs / "CON" costs  
15% 15% Max

EXHIBIT B



City Hall/Community Center

Elementary 

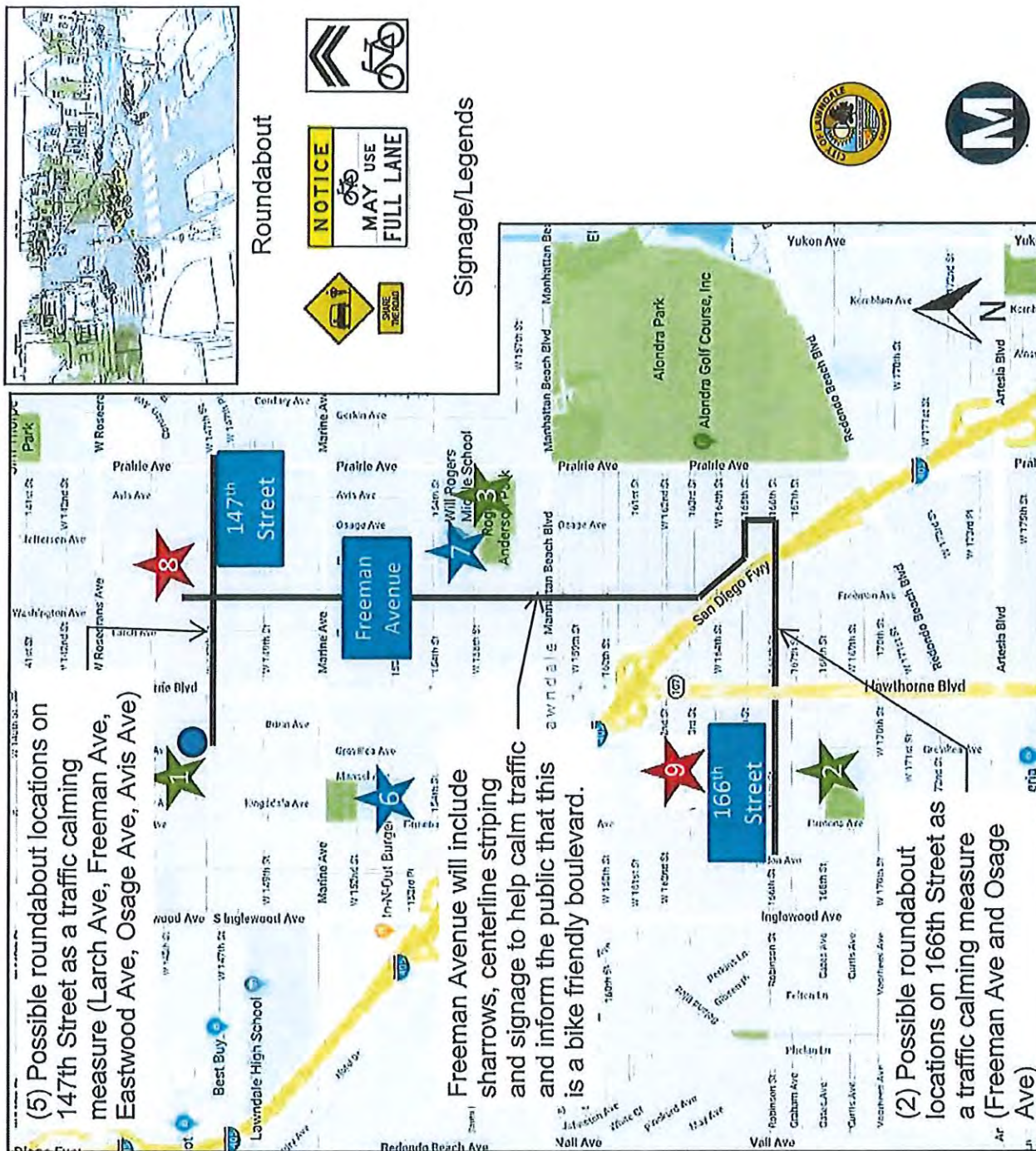
1. Lucille J. Smith  
Elementary School
2. William Green  
Elementary School
3. William Anderson  
Elementary School
4. F.D. Roosevelt  
Elementary School
5. Mark Twain  
Elementary School

## Middle

6. Jane Addams  
Middle School
7. Will Rogers  
Middle School

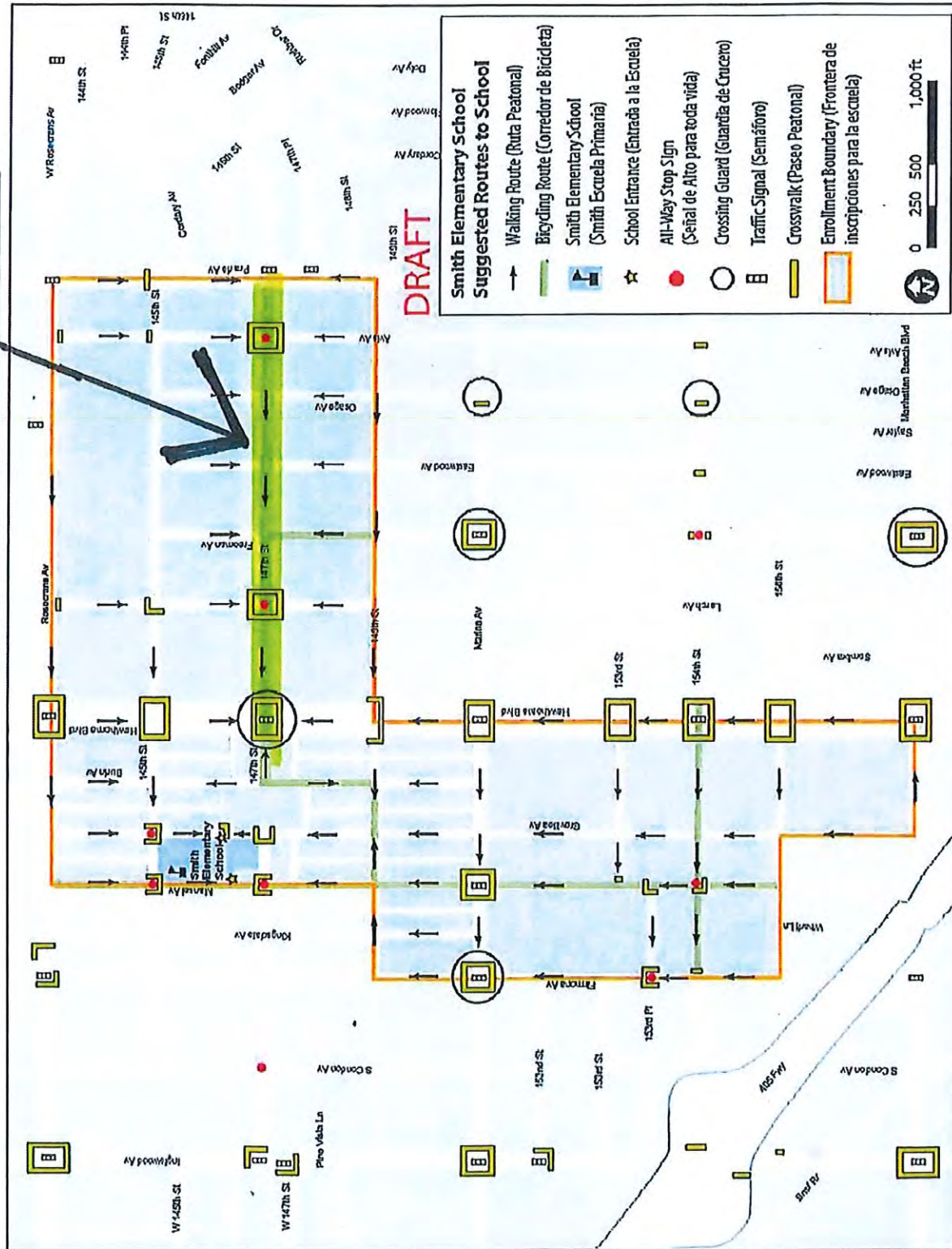
High

8. Leuzinger High School

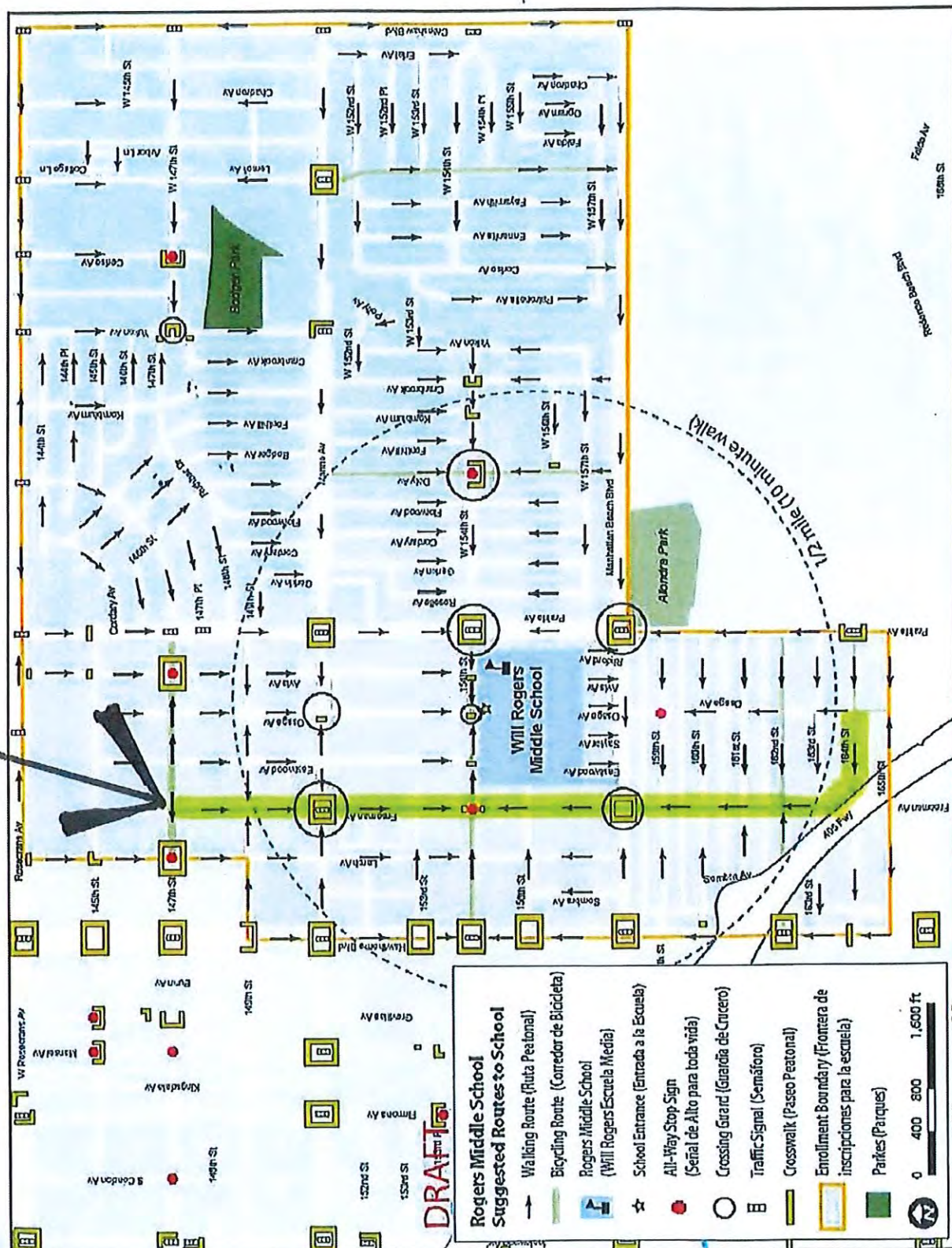


147th STREET

Suggested Routes to School Maps

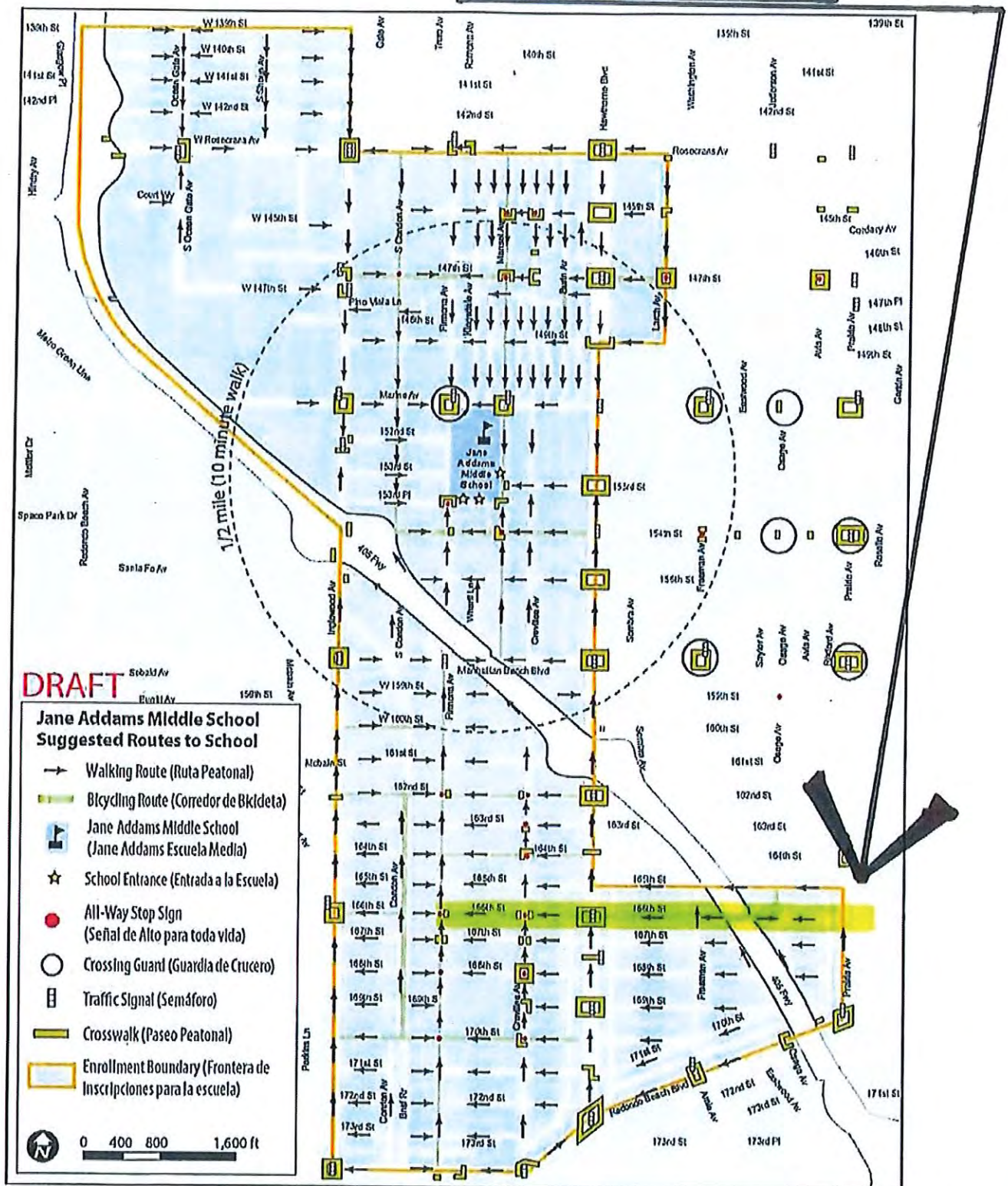


**FREEMAN AVE**



Suggested Routes to School Maps

166<sup>th</sup> STREET



# **Attachment E**

**“Email update from the South Bay Cities Council of Governments ”**

## Re: South Bay Master Bike Plan Update

Aaron Baum <aaron@southbaycities.org>

Tue 1/30/2024 2:58 PM

To: Jared Chavez <jchavez@lawndalecity.org>

Cc: Sean Moore <SMoore@lawndalecity.org>; Raylette Felton <rfelton@lawndalecity.org>; Diane Parsley <dparsley@lawndalecity.org>; Shaundra Burnam <SBurnam@lawndalecity.org>; Jacki Bacharach <jacki@southbaycities.org>; Kim Fuentes <kim@southbaycities.org>; Anne Tsai <annet@southbaycities.org>

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Good Afternoon Jared,

Great to meet you! Thank you for your inquiry regarding the status of the South Bay Bicycle Master Plan. I note that there are several emails circulating regarding both the [Master Plan](#) and the [SBCCOG's Local Travel Network \(LTN\)](#). My hope is that this email will help to unpack the exciting developments that are going on in terms of micromobility and active transportation here in the South Bay and Lawndale, in particular.

As you know, the South Bay Bicycle Master Plan was developed back in 2012. Implementation of bicycle facilities continues on a city-by-city basis as budgetary resources are allocated for these types of Capital Improvement Projects (CIP). The SBCCOG continues to track this progress through our ongoing communication with Public Works Directors and our Measure M Project Approval Process (one of the ways that cities fund bicycle improvements). Additionally, we continue to engage other stakeholders who are advocates for the plan, including the [South Bay Bicycle Coalition Plus](#).

That said, the email inquiries from Lawndale also referenced the SBCCOG's LTN program. From a mobility mode perspective, this is different from the South Bay Bicycle Master Plan. The LTN is a South Bay regional plan to safely route personally owned, slow-speed zero-emission vehicles (i.e., e-bikes, Neighborhood Electric Vehicles (NEVs); e-scooters; included in this mix are pedal bikes). While the Bicycle Master Plan offers many different facilities on different types of roads (initially planned for pedal powered bicycles), the LTN provides another complementary mobility solution to a growing class of zero-emission vehicles.

The LTN operates as a wayfinding system by routing users through slow-speed neighborhood streets, directing them to cross busier streets at controlled intersections. Some of the routes selected for the LTN are on existing or proposed "Class III (Sharrow)" segments of the South Bay Bicycle Master Plan. As most trips are local this plan can be viewed as having significant sustainability and safety benefits for communities.

It's an exciting time for addressing mobility and safety in the South Bay. The first LTN pilot project is underway with the City of El Segundo; other cities are in line to start the implementation process this year. We'd welcome the opportunity of meeting with you and the Lawndale Team to pick up where we left off when we briefed Sean Moore (at that time, Director of Planning). Our first meeting took place a couple of years ago and now it seems like there is a new opportunity to rekindle the conversation.

We look forward to learning more about the City's interest in bicycle and LTN facilities. Please let me know your thoughts about setting up a meeting where we might have an opportunity to discuss the above in more detail.

All the best,

Aaron Baum, LTN Program Manager  
310 428-7581 (c)



2355 Crenshaw Blvd., Suite 125  
Torrance, CA 90501  
[www.southbaycities.org](http://www.southbaycities.org)

***Save the Date!***  
***Join us for SBCCOG's free 24th General Assembly***  
***"Artificial Intelligence: Friend or Foe for the South Bay?"***  
***Thursday, March 28, 2024***  
**[REGISTER HERE!](#)**

Follow us!  
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---

**From:** Jared Chavez <jchavez@lawndalecity.org>  
**Sent:** Monday, January 29, 2024 5:25 PM  
**To:** Aaron Baum <aaron@southbaycities.org>  
**Subject:** South Bay Master Bike Plan Update

Good evening,  
I am looking for information on the status of the South Bay Master Bike Plan.  
Thank you,

***Ms. Jared Chavez, Community Development Manager***

City of Lawndale, Community Development Department  
14717 Burin Avenue, Lawndale, CA 90260  
Phone: (310) 973-3231 / Fax: (310) 970-2183  
[jchavez@lawndalecity.org](mailto:jchavez@lawndalecity.org) / [lawndalecity.org](http://lawndalecity.org)

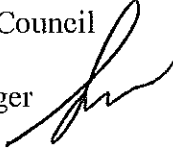


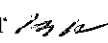
## CITY OF LAWNDAL

14717 BURIN AVENUE, LAWNDAL, CALIFORNIA 90260  
PHONE (310) 973-3200 ♦ [www.lawndalecity.org](http://www.lawndalecity.org)

DATE: February 5, 2024

TO: Honorable Mayor and City Council

FROM: Sean M. Moore, City Manager 

PREPARED BY: Michael Reyes, Municipal Services Director 

SUBJECT: **Recommendation to use Development Impact Fees for an Art in Public Places Project to Paint Artwork onto Electrical Boxes**

### BACKGROUND

In an effort to increase the presence of art in public places, the City Council requested information about painting electrical boxes in the City of Lawndale with designs created by local artists. As funding has recently become available, staff will research costs and design ideas to present to the City Council for their approval, with preliminary design input from the City of Lawndale Beautification Committee.

### STAFF REVIEW

At the January 16, 2024, City Council meeting, the City Council inquired about instituting art in public places and asked specifically about using funds to paint electrical boxes within the City of Lawndale. These boxes are owned and used by Southern California Edison (SCE) and serve a practical purpose for the safe use of electrical power. The boxes, while necessary, can be an eyesore and certain cities have taken to using the electrical boxes as a platform to showcase artwork. City staff contacted SCE representatives who stated that the City may paint or wrap these boxes with art displays at their own cost, so long as the artwork did not impede with the electrical boxes intended purpose.

Staff have begun to reach out to other cities where these boxes have been painted to get conceptual ideas for potential designs, as well as information about local artists who can be contracted to do the work. Staff also intend to work with the City of Lawndale Beautification Committee to get the opinion of volunteer residents on what type of artwork they would like to see in the City of Lawndale, and to include the Beautification Committee members in the preliminary decision making of options to present to the City Council before final choices are decided upon.

The \$15,000 in funding for this project is from the Development Impact Fees paid for by the new Sprouts Supermarket being constructed on the north side of Lawndale at Hawthorne Boulevard and Rosecrans Avenue. Additional funds from other new construction projects will also yield Developmental Impact Fees which are dedicated towards art in public places projects and could supplement this project or be used for other art projects within the City of Lawndale.

### LEGAL REVIEW

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

City Council Meeting February 5, 2024

Recommendation to use Development Impact Fees for an Art in Public Places Project to Paint Artwork onto Electrical Boxes

### FISCAL REVIEW

Staff anticipates this project will cost \$15,000, to be paid for with funds from Miscellaneous Revenue 100-000-450.100, which were received from Savant Construction Inc. for Public Arts DIF.

### RECOMMENDATION

Staff recommends that the City Council give staff direction on one of the following options:

Option A) Use the Development Impact Fees to paint or wrap electrical boxes with depictions of art in a manner that is well received by the public that will showcase local artists.

Option B) Use the Development Impact Fees to fund a different art in public places display that does not utilize electrical boxes, such as a public sculpture or monument that will showcase local artists.

Option C) Give staff direction on the use of funds from Development Impact Fees for an art in public places showpiece not already mentioned.

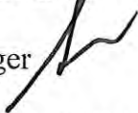


## CITY OF LAWDALE

14717 BURIN AVENUE, LAWDALE, CALIFORNIA 90260  
PHONE (310) 973-3200 ♦ [www.lawndalecity.org](http://www.lawndalecity.org)

DATE: February 5, 2024

TO: Honorable Mayor and City Council

FROM: Sean M. Moore, City Manager 

PREPARED BY: Lea Reis, Director of Public Works/City Engineer   
Nick Petrevski, Associate Engineer *NP*

SUBJECT: **Award of Construction Contract to FS Contractors, Inc. for the Prop A Concrete Bus Pad Installation Project**

### BACKGROUND

The City has received \$560,000.00 in Prop A Local Transit Program Funds which can be used to install concrete bus pads and make improvements to sidewalk, curb and gutter within 25 feet of an existing bus stop.

The Prop A Concrete Bus Pad Installation Project aims to enhance the overall efficiency, safety, and durability of the public transportation system within the City of Lawndale. The project will construct (11) concrete bus pads at (11) locations in the City of Lawndale. These bus stops serve (Metro, Gardena Transit, Torrance Transit, Beach Cities Transit and Lawndale). Concrete bus pads extend the life of the pavement to prevent rutting in asphalt from the frequent stop and go of large buses. Concrete bus pads contribute to an improved transit experience for all residents. They serve as stable platforms for buses, providing a range of benefits such as stability- reduces the risk of accidents and ensures a secure surface for vehicles; durability- concrete pads reduce long-term costs associated with the maintenance of bus stops.

### STAFF REVIEW

The Notice Inviting Bids were advertised on the City website. Six bids were received and opened on Wednesday, January 10, 2024, by the City Clerk's office in accordance with the City's bidding procedures. All six bids were received with bid bonds, evidence of contract licensing, insurance coverage, and project references for contracts of similar size and scope. Bids received are listed in the table below:

City Council Meeting – February 5, 2024

Award of Construction Contract to FS Contractors, Inc. for the Prop A Concrete Bus Pad Installation Project

| Bidder Name                         | Bid Amount    |
|-------------------------------------|---------------|
| FS Contractors, Inc.                | \$ 319,050.00 |
| Kalban, Inc.                        | \$ 465,530.00 |
| J. Cardenas, Inc.                   | \$ 472,995.00 |
| Palp, Inc. DBA Excel Paving Company | \$ 498,800.00 |
| Voltaire Engineering, Inc.          | \$ 601,440.00 |
| Hardy & Harper, Inc.                | \$ 611,000.00 |

Staff determined FS Contractors, Inc. submitted the lowest responsible and responsive bid in the amount of \$319,050.00. Staff performed a background check and found that this contractor's license is current and active status. The contractor's references were also contacted and all indicated satisfactory work was performed.

Staff recommends the award of a construction contract to FS Contractors, Inc. for the Prop A Concrete Bus Pad Installation Project.

This project is anticipated to be completed in 90 working days from the issuance of the Notice to Proceed.

LEGAL REVIEW

The contract will be the City's public works contract which was approved as to form by the City Attorney.

FISCAL IMPACT

Total cost of this project including contingencies is estimated to be \$382,860.00. Full funding for this project is available from a funding agreement with Metro. Metro will provide 100% of the construction cost with Proposition A Grant funding. No additional budget amendment needed.

The following is the breakdown of the construction costs:

|                                 |                     |
|---------------------------------|---------------------|
| <u>Project Cost Estimate:</u>   |                     |
| Construction Contract:          | \$319,050.00        |
| 20% Construction Contingency    | \$63,810.00         |
| <b>Total Amount:</b>            | <b>\$382,860.00</b> |
| <br><u>Available Funds:</u>     |                     |
| Prop A Grant (206-310-700.297): | \$560,000.00        |

RECOMMENDATION

Staff recommends that the City Council:

City Council Meeting – February 5, 2024

Award of Construction Contract to FS Contractors, Inc. for the Prop A Concrete Bus Pad Installation Project

1. Award a construction contract in the amount of \$319,050.00 to FS Contractors, Inc. of Sylmar, CA, for the Prop A Concrete Bus Pad Installation Project.
2. Approve the construction contingency amount of \$63,810.00 for this project.

ATTACHMENT

1. Construction Agreement
2. Project Location Map

# **Attachment 1**

## **AGREEMENT**

**THIS AGREEMENT**, made and entered into by and between the **CITY OF LAWNDAL**, CALIFORNIA, hereinafter referred to as the "City," and **FS Contractors, Inc.** hereinafter referred to as the "**Contractor**,"

**WITNESSETH:** That the parties hereto do mutually agree as follows:

**ARTICLE I:** For and in consideration of the payments and agreements hereinafter mentioned to be made and performed by said City, said Contractor agrees with said City to construct the work under the City's specification entitled "**Prop A Concrete Bus Pad Installation Project**" and to perform and complete in a good and workmanlike manner all the work pertaining thereto shown on the drawings and described in the specifications herein, to furnish at his own proper cost and expense all tools, equipment, labor, and materials necessary therefor, except such material and equipment as in said specifications as expressly stipulated to be furnished by said City, and to do everything required by this Agreement and the said specifications and plans.

**ARTICLE II:** For furnishing all said materials and labor, furnishing and removing all plant, temporary works or structures, tools and equipment and doing all the work contemplated and embraced in this Agreement, also for all loss and damage arising out of the nature of the work aforesaid, or from the action of the elements, or from any unforeseen difficulties which may arise from or be encountered in the prosecution of the work until its acceptance by said City, and for all risks of every description connected with the work; also for all expenses incurred by or in consequence of the suspension or discontinuance of work, except such as in the said specifications are expressly stipulated to be borne by said City, and for well and faithfully completing the work the whole thereof, in the manner shown and described in said drawings and specifications and in accordance with the requirements of the Engineer, said City will pay and said Contractor shall receive in full compensation therefor the prices named in the Bidding Schedule of the Bid hereto attached.

**ARTICLE III:** City agrees to pay and Contractor agrees to accept in full payment for this Work or Improvement the stipulated sum of **Three Hundred Nineteen Thousand, Fifty and 0/100 Dollars (\$319,050.00).**

City agrees to make monthly payments and final payment in accordance with the method set forth in the Specifications.

**ARTICLE IV:** All work to be done under this contract shall be completed within **NINETY (90) consecutive working days**, exclusive of maintenance periods, beginning on the date stipulated in the written Notice to Proceed issued by the Engineer. Any changes in time and/or price are to be submitted to the City Engineer, in writing, within 2 days of the occurrence giving rise to the request and shall request a formal decision from the City within 10 days and shall include data supporting the request.

**ARTICLE V:** Time is of the essence with respect to the performance by Contractor of its duties. Failure of the Contractor to complete the work within the time allowed will result in damages

being sustained by the City. Such damages are, and will continue to be, impracticable and extremely difficult to determine. For each consecutive calendar day, or portion thereof, in excess of the time specified for completion of the work (as adjusted), the Contractor shall pay to the City, or the City may deduct from any payments due or to become due to Contractor, the sum of \$1,000.00 per day.

Execution of this Agreement shall constitute agreement by the City and the Contractor that the specified liquidated damages per day is the minimum value of the costs and actual damage caused by the failure of the Contractor to complete the work within the allotted time, that such is liquidated damages and shall not be construed as a penalty, and that such sum may be deducted from payments due the Contractor if such delay occurs.

**ARTICLE VI:** The City hereby promises and agrees with said Contractor to employ, and does hereby employ, said Contractor to provide the materials and to do the work according to the terms and conditions herein contained and referred to for the price aforesaid, and hereby contracts to pay for the same, at the time, in the manner, and upon the conditions set forth in said specifications; and the said parties for themselves, their heirs, executors, administrators, successors, and assigns, do hereby agree to the full performance of the covenants herein contained.

**ARTICLE VII:** The Notice Inviting Sealed Bids, the Instructions to Bidders, the Bid, the Specifications, and the Drawings mentioned therein, all addenda issued prior to the opening of the bid by the City, all contract change orders issued after execution of the Contract Agreement, the Special Provisions, Non-Collusion Declaration, Faithful Performance Bond, Payment Bond, all of which are essential parts of this contract, are hereby incorporated in and made part of this Agreement.

**ARTICLE VIII:** Contractor acknowledges and agrees to comply with the provisions of the State Labor Code requiring every employer to pay at least the minimum prevailing rate of per diem wages for each craft, classification, or type of workman needed to execute this contract. State general prevailing wage determination as established by the California Department of Industrial Relations (available at <http://www.dir.ca.gov/DLSR/PWD/index.htm>). The statutory provisions for penalties for failure to pay prevailing wages and/or failure to otherwise comply with state's wage and hour laws will be enforced.

The applicable prevailing rate of per diem wages are on file at the City of Lawndale Department of Public Works, 4722 Manhattan Beach Blvd., Lawndale, California 90260, and are available to any interested party on request. The Contractor is required to post at the job site the prevailing wage rate of per diem wages and other notices prescribed by regulation.

**ARTICLE IX:** The Contractor shall supply the City with certificates of insurance for the types and amounts of insurance required for this project as described in the Instructions to Bidders for this project. Said certificates must comply with all requirements for sufficient insurance as described in the Instructions to Bidders.

**ARTICLE X:** The Contractor hereby agrees that the Contractor and any subcontractor under him submit weekly to the DIR directly and provide copy to City, certified copies of the payroll records

for all said workers and shall comply with all statutory requirements relating to certified copies of payroll records, including the maintenance of the records, their certification, and their availability for inspection as required by Labor Code Section 1776 and as required under Subsection 7-2.6 of said Standard Specifications for Public Works Construction. In addition, the Contractor and any subcontractors must furnish electronic certified payroll records directly to the Labor Commissioner (aka Division of Labor Standards Enforcement) in a format prescribed by the Labor Commissioner no less than monthly as follows:

*These new requirements will apply to all public works projects that are subject to the prevailing wage requirements of the Labor Code without regard to funding source.*

The applicable prevailing rate of per diem wages are on file at the City of Lawndale Department of Public Works, 4722 Manhattan Beach Boulevard, Lawndale, California 90266, and are available to any interested party on request. The Contractor is required to post at the job site the prevailing rate of per diem wages as determined by the Director of the Department of Industrial Relations and other notices prescribed by regulation.

**ARTICLE XI:** Pursuant to Labor Code Section 1725.5, Contractor and any subcontractor must be registered with the California Department of Industrial Relations prior to performing any work under this Agreement. Further, this project is subject to compliance monitoring and enforcement by the Department of Industrial Relations.

**ARTICLE XII:** Contractor shall indemnify, defend with legal counsel approved by City, and hold harmless City, its officers, officials, employees and volunteers from and against all liability, loss, damage, expense, cost (including without limitation reasonable legal counsel fees, expert fees and all other costs and fees of litigation) of every nature arising out of or in connection with Contractor's negligence, recklessness or willful misconduct in the performance of work hereunder or its failure to comply with any of its obligations contained in this Agreement, except such loss or damage which is caused by the sole or active negligence or willful misconduct of the City. Should conflict of interest principles preclude a single legal counsel from representing both City and Contractor, or should City otherwise find Contractor's legal counsel unacceptable, then Contractor shall reimburse the City its costs of defense, including without limitation reasonable legal counsels fees, expert fees and all other costs and fees of litigation. The Contractor shall promptly pay any final judgment rendered against the City (and its officers, officials, employees and volunteers) with respect to claims determined by a trier of fact to have been the result of the Contractor's negligent, reckless or wrongful performance. It is expressly understood and agreed that the foregoing provisions are intended to be as broad and inclusive as is permitted by the law of the State of California and will survive termination of this Agreement.

Contractor obligations under this section apply regardless of whether or not such claim, charge, damage, demand, action, proceeding, loss, stop notice, cost, expense, judgment, civil fine or penalty, or liability was caused in part or contributed to by an Indemnatee. However, without affecting the rights of City under any provision of this Agreement, Contractor shall not be required to indemnify and hold harmless City for liability attributable to the active negligence of City, provided such active negligence is determined by agreement between the parties or by the findings of a court of competent jurisdiction. In instances where City is shown to have been actively

negligent and where City's active negligence accounts for only a percentage of the liability involved, the obligation of Contractor will be for that entire portion or percentage of liability not attributable to the active negligence of City.

**ARTICLE XIII:** Contractor's services are being provided to the City as that of an independent contractor. Contractor represents and warrants that the personnel used to provide services to the City pursuant to this Agreement are classified by the Contractor as employees. In the event that Contractor or any employee, agent, or subcontractor of Contractor providing services under this Agreement claims or is determined by a federal or state agency, a court of competent jurisdiction, or the California Public Employees' Retirement System ("CalPERS") to be classified as other than an independent contractor to the City, then Contractor shall indemnify, defend, and hold harmless the City for the payment of any and all assessed fines, penalties, judgements, employee and/or employer contributions, and any other damages and costs assessed to the City as a consequence of, or in any way attributable to, the assertion that Contractor or any persons Contractor used to provide services under this Agreement are employees of the City.

**ARTICLE XIV:** The City, in accordance with Public Contract Code Section 22300, shall permit the substitution of securities for any moneys withheld by the City to secure performance under a contract. The City hereby incorporates herein all of the provisions set forth in Public Contract Code Section 22300.

**ARTICLE XV:** In the performance of this agreement, the Contractor shall not engage in, nor permit others he may hire to engage in, discrimination in the employment of persons because of their race, religious creed, color, or national origin, except as provided in Government Code Section 12940. Violation of this provision may result in the imposition of penalties as provided in Labor Code Section 1735.

**ARTICLE XVI:** It is to be made known that the improvement contemplated in the performance of this contract may require by the State of California shall exercise general supervision; the State of California, therefore, shall have the right to assume full and direct control over this contract whenever the State of California, at its sole discretion, shall determine that its responsibility to the United States so requires.

**ARTICLE XVII:** The Contractor shall maintain accounts and records, including personnel, property, and financial records, adequate to identify and account for all costs pertaining to the contract and such other records as may be deemed necessary by the City to assure proper accounting for all project funds, both federal and non-federal shares. These records will be made available for audit purposes to the City or any authorized representative and will be retained for 3 years after the expiration of this contract, unless permission to destroy them is granted by the City.

**ARTICLE XVIII:** No officer or employee of the City shall have any financial interest in this Agreement nor shall any such officer or employee participate in any decision relating to the Agreement which affects his financial interest or the financial interest of any corporation, partnership or association in which he is interested, in violation of any State statute or regulation. Similarly, Contractor warrants that it has not paid or given and will not pay or give any third party any money or other consideration for obtaining this Agreement.

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

**ARTICLE XX:** Legal actions concerning any dispute, claim or matter arising out of or in relation to this Agreement shall be instituted in the Superior Court of the County of Los Angeles, State of California, or any other appropriate court in such county, and Contractor agrees to submit to the personal jurisdiction of such court in the event of such action.

**CITY: CITY OF LAWNDALE,  
CALIFORNIA**

Dated \_\_\_\_\_, 20\_\_

By: \_\_\_\_\_  
CITY MANAGER

ATTEST:

\_\_\_\_\_  
CITY CLERK

Approved as to form:

\_\_\_\_\_  
CITY ATTORNEY

Dated \_\_\_\_\_, 20\_\_

**CONTRACTOR:** \_\_\_\_\_

By: \_\_\_\_\_  
Angel Fierros

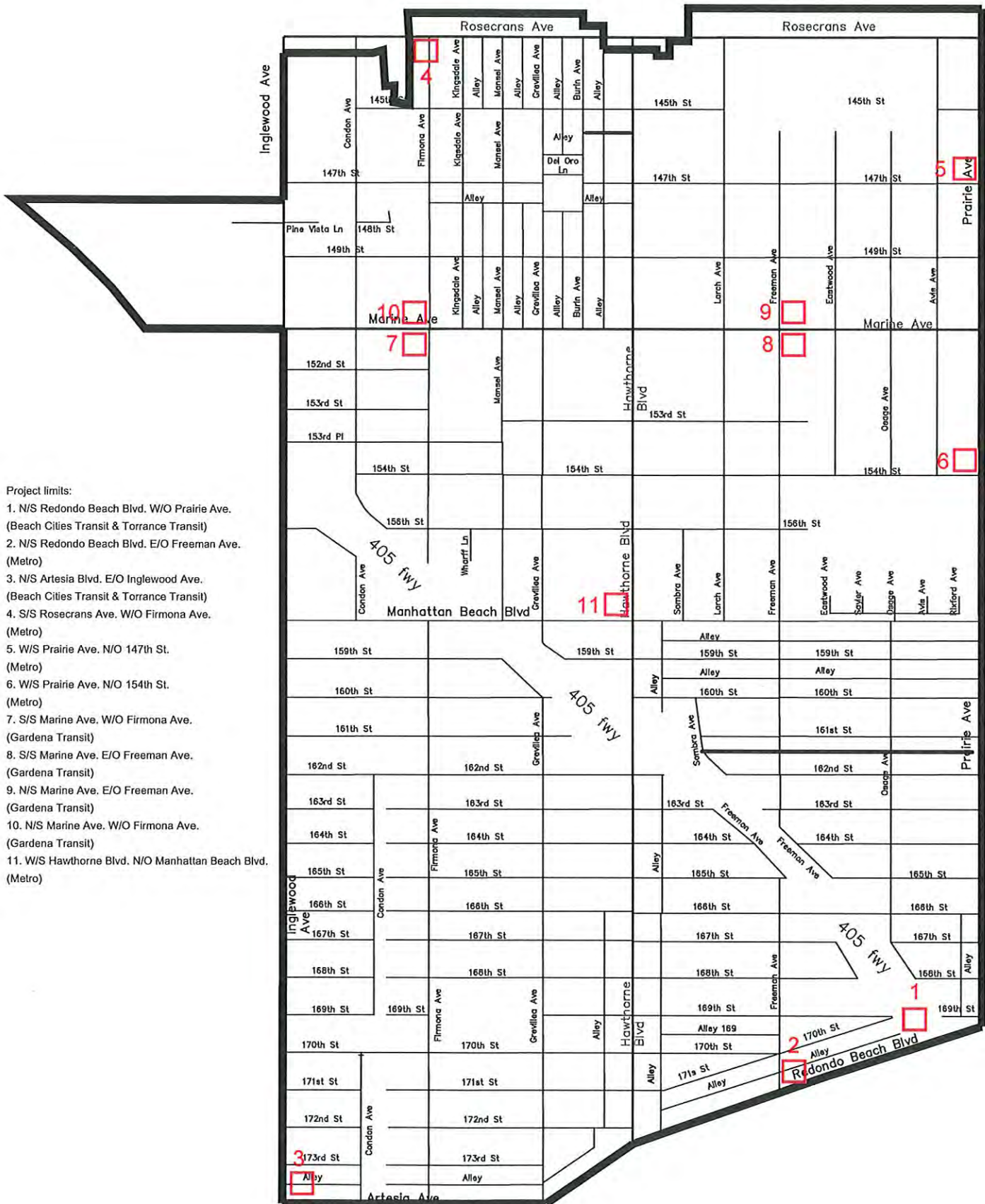
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PRESIDENT

By: \_\_\_\_\_  
Jose Ernesto Fierros

\_\_\_\_\_  
Corporate Secretary

# **Attachment 2**

Prop A Bus Pad Project Limits



Project limits:

1. N/S Redondo Beach Blvd. W/O Prairie Ave.  
(Beach Cities Transit & Torrance Transit)
2. N/S Redondo Beach Blvd. E/O Freeman Ave.  
(Metro)
3. N/S Artesia Blvd. E/O Ingleswood Ave.  
(Beach Cities Transit & Torrance Transit)
4. S/S Rosecrans Ave. W/O Firmona Ave.  
(Metro)
5. W/S Prairie Ave. N/O 147th St.  
(Metro)
6. W/S Prairie Ave. N/O 154th St.  
(Metro)
7. S/S Marine Ave. W/O Firmona Ave.  
(Gardena Transit)
8. S/S Marine Ave. E/O Freeman Ave.  
(Gardena Transit)
9. N/S Marine Ave. E/O Freeman Ave.  
(Gardena Transit)
10. N/S Marine Ave. W/O Firmona Ave.  
(Gardena Transit)
11. W/S Hawthorne Blvd. N/O Manhattan Beach Blvd.  
(Metro)



## CITY OF LAWDALE

14717 BURIN AVENUE, LAWDALE, CALIFORNIA 90260  
PHONE (310) 973-3200 ♦ [www.lawndalecity.org](http://www.lawndalecity.org)

February 5, 2024

TO: Honorable Mayor and City Council

FROM: Bernadette Suarez, Mayor Pro Tem

PREPARED BY: Sean M. Moore, City Manager  
Diane Parsley, Executive Assistant

SUBJECT: **Advocating for Remote Teleconferencing/Virtual Meetings of the Los Angeles County City Selection Committee and Sector Subcommittees**

### BACKGROUND

Members of the Los Angeles County City Selection Committee are comprised of an appointment from each of the 88 cities in Los Angeles County. Each city appoints an elected official as a delegate to the City Selection Committee; it is usually the Mayor and it coincides with the City Mayor terms. The Mayor may attend the meetings and vote, or he may designate another Councilmember to attend and vote on behalf of the City. There is no formal requirement for a proxy vote.

The Committee meets three or four times a year to discuss business and appoint City representatives to such Boards, Commissions and Agencies as may be required by law, ie., LAFCO, South Coast Air Quality Management District, Los Angeles County Metropolitan Transportation Authority; and to nominate for appointment members to the California Coastal Commission.

In addition, each City is assigned to one of the four regions in Los Angeles County called a Sector Subcommittee. They meet as necessary to conduct business and make appointments or ratifications relating more specifically to their region. Lawndale is in the Southwest Sector.

### STAFF REVIEW

Gathering representatives from 88 cities in Los Angeles County, and obtaining an in-person meeting quorum, can be challenging due to the distance between the cities in Los Angeles County and the respective meeting locations, even when meeting locations are rotated. This can result in cancelled and rescheduled meetings when important appointments, ratifications, and business items need to be handled.

I would like to request the Mayor and City Councilmembers send a letter to our local Senator and Assemblymember to advocate for remote teleconferencing/virtual meetings of the Los Angeles County City Selection Committee and Sector Subcommittees.

### LEGAL REVIEW

None.

FISCAL IMPACT

None.

RECOMMENDATION

Staff recommends that the City Council 1.) review and provide feedback to the attached draft letters to Senator Steven Bradford and Assemblymember Tina McKinnor; and 2.) authorize the City Manager Department to finalize the letter with the Mayor and City Councilmember's signature lines.

Attachments:      1. Draft Letter to Senator Steven Bradford  
                         2. Draft Letter to Assemblymember Tina McKinnor

**ATTACHMENT 1**

**Draft Letter to Senator Steven Bradford**

February 6, 2024

The Honorable Senator Steven Bradford  
California State Senate 35<sup>th</sup> District  
One West Manchester Boulevard, Suite 600  
Inglewood, CA 90301

Re: Request to Advocate for Remote Teleconferencing/Virtual Meetings of the Los Angeles  
County City Selection Committee and Sector Subcommittee meetings

Dear Senator Bradford:

As elected officials in Lawndale that participate as voting members of the Los Angeles County City Selection Committee meetings and Sector Subcommittee meetings, we know firsthand how challenging it can be to obtain a quorum for 88 cities to attend in person meetings.

These meetings are important for us to participate in and vote on. With up to 88 cities participating, remote teleconferencing and virtual meetings can provide for a more effective and efficient use of time by eliminating commutes to and from meeting locations, which may promote higher attendance from the respective members.

As we have seen during the beginning of the COVID-19 Pandemic in early 2020, remote meetings can provide an efficient way of handling business, while maintaining transparency and accountability in serving the public.

The members of the Lawndale City Council respectfully request that you advocate and support legislation for remote teleconferencing and virtual meetings with respect to the Los Angeles County City Selection and Sector Subcommittee meetings.

Sincerely,

Mayor Robert Pullen-Miles

Mayor Pro Tem Bernadette Suarez

Councilmember Pat Kearney

Councilmember Rhonda Hofmann Gorman

Councilmember Sirley Cuevas

**ATTACHMENT 2**

**Draft Letter to Assemblymember Tina McKinnor**

February 6, 2024

The Honorable Assemblymember Tina McKinnor  
California State Assembly – 62<sup>nd</sup> District  
One Manchester Boulevard, Suite 601  
Inglewood, CA 90301

Re: Request to Advocate for Remote Teleconferencing/Virtual Meetings of the Los Angeles  
County City Selection Committee and Sector Subcommittee meetings

Dear Assemblymember McKinnor:

As elected officials in Lawndale that participate as voting members of the Los Angeles County City Selection Committee meetings and Sector Subcommittee meetings, we know firsthand how challenging it can be to obtain a quorum for 88 cities to attend in person meetings.

These meetings are important for us to participate in and vote on. With up to 88 cities participating, remote teleconferencing and virtual meetings can provide for a more effective and efficient use of time by eliminating commutes to and from meeting locations, which may promote higher attendance from the respective members.

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The members of the Lawndale City Council respectfully request that you advocate and support legislation for remote teleconferencing and virtual meetings with respect to the Los Angeles County City Selection and Sector Subcommittee meetings.

Sincerely,

Mayor Robert Pullen-Miles

Mayor Pro Tem Bernadette Suarez

Councilmember Pat Kearney

Councilmember Rhonda Hofmann Gorman

Councilmember Sirley Cuevas



**CITY OF LAWDALE**  
14717 BURIN AVENUE, LAWDALE, CALIFORNIA 90260  
PHONE (310) 973-3200 ♦ [www.lawndalecity.org](http://www.lawndalecity.org)

DATE: February 5, 2024  
TO: Honorable Mayor and City Council  
FROM: Yvette Hall, Assistant City Clerk   
SUBJECT: Mayor/Councilmember Report of Attendance at Meetings and/or Events

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



**CITY OF LAWDALE**  
14717 BURIN AVENUE, LAWDALE, CALIFORNIA 90260  
PHONE (310) 973-3200 ♦ [www.lawndalecity.org](http://www.lawndalecity.org)

DATE: February 5, 2024

TO: Honorable Mayor and City Council

FROM: Yvette Hall, Assistant City Clerk *YH*

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

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