



CITY OF LAWDALE  
AGENDA OF THE LAWDALE  
CITY COUNCIL REGULAR MEETING

Monday, March 2, 2026, 6:30 PM

Council Chambers

14717 Burin Ave

Lawndale, CA 90260

**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 maintaining transparency and public access, members of the public may now attend the meeting in person. The meeting will also continue to be available for viewing on YouTube "Lawndale CityTV", the City TV Website, and Lawndale Community Cable Television on Spectrum and Frontier Channel 3.

Copies of this agenda are available prior to the meeting in the Lawndale City Hall foyer or on the City website. Interested parties may contact the City Clerk's Department at (310) 973-3213 for clarification regarding any individual agenda item."

*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**

**1. Los Angeles County Sheriff's Department Update**

**2. Los Angeles County Fire Department Update**

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

**E. COMMENTS FROM COUNCIL**

**F. CONSENT CALENDAR**

Items 3 through 9 will be considered and acted upon under one motion unless a City Councilmember removes individual items for further City Council consideration or explanation.

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

— Recommendation: that the City Council read by title only and waive further reading of all ordinances listed on the agenda.

**4. Accounts Payable Register**

— Recommendation: Staff recommends that City Council adopts Resolution No. CC-2603-003 authorizing the payment of certain claims and demands in the amount of \$1,369,972.29.

5. **Minutes of the Lawndale City Council Regular Meeting - February 2, 2026**  
— Recommendation: that the City Council approve the minutes.
6. **Minutes of the Lawndale City Council Special Meeting - February 23, 2026**  
— Recommendation: that the City Council approve the minutes.
7. **Consideration of Claim for Damage Against the City**  
— Recommendation: that the City Council reject the claim filed by Leslie Cisneros and instruct staff to process the appropriate correspondence to the claimant.
8. **Beautification Committee Appointment for 2025-2027 Term**  
— Recommendation: that the City Council 1.) Approve the Mayor's appointment by directing staff to insert the appointee's name in Section 1 of Resolution No. CC-2603-005; and 2.) Adopt Resolution No. CC-2603-005 as amended.
9. **Request for Approval of Professional Services Agreement for Executive Recruitment Services with Bob Murray & Associates**  
— Recommendation: that the City Council approve the Professional Services Agreement with Bob Murray & Associates for Executive Recruitment Services in an amount not to exceed \$35,000 in a form approved by the City Attorney's Office.

#### **G. PUBLIC HEARING**

10. **Public Hearing to Consider Republic Services Proposed 2026 Refuse Collection Rates and Adopt Resolution No. CC-2603-004 Establishing 2026 Refuse Collection Rates**  
— Recommendation: that the City Council 1.) Open the public hearing, receive testimony, and close the public hearing; and 2.) Adopt by title only Resolution No. CC-2603-004.
11. **Case 26-01 - Ordinance No. 1212-26 - To Adopt by Reference 2025 Los Angeles County Building, Electrical, Plumbing, Mechanical, Residential, Existing Building Codes, and the California Green Building Codes.**  
— Recommendation: that the City Council 1.) Open the public hearing and take testimony from the public; 2.) Determine that the Ordinance is categorically exempt pursuant to CEQA Guidelines Section 15061(b)(3); and 3.) Hold the Second Reading of Ordinance 1212-26, by title only to adopt by reference the various 2025 Los Angeles Building Codes as referenced above.

#### **H. ITEMS FROM CITY COUNCILMEMBERS**

12. **Report of Attendance at Meetings**

#### **I. CLOSED SESSION**

13. **Public Employee Appointment**  
— The City Council will conduct a closed session, pursuant to Government Code section 54957(b), regarding the appointment of a City Manager.

#### **J. ADJOURNMENT**

The next regularly scheduled meeting of the City Council will be held at 6:30 p.m. on Monday, March 16, 2026, 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 Monday, March 2, 2026, was posted no less than 72 hours prior to the meeting.

/s/ Yvette Palomo  
Yvette Palomo, Assistant City Clerk

*Date Posted: February 26, 2026*



## CITY OF LAWDALE

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

DATE: March 2, 2026  
TO: Honorable Mayor and City Council  
FROM: Raylette Felton, Interim City Manager  
PREPARED BY: Vanesa Alvarez, Administrative Assistant  
SUBJECT: **Los Angeles County Sheriff's Department Update**

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



## CITY OF LAWDALE

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PHONE (310) 973-3200 ♦ [www.lawndalecity.org](http://www.lawndalecity.org)

DATE: March 2, 2026  
TO: Honorable Mayor and City Council  
FROM: Raylette Felton, Interim City Manager  
PREPARED BY: Vanesa Alvarez, Administrative Assistant  
SUBJECT: **Los Angeles County Fire Department Update**

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



## CITY OF LAWNDALE

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

DATE: March 2, 2026  
TO: Honorable Mayor and City Council  
FROM: Raylette Felton, Interim City Manager  
PREPARED BY: Vanesa Alvarez, Administrative Assistant  
SUBJECT: **Motion to read by title only and waive further reading of all ordinances listed on the Agenda**

### RECOMMENDATION

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



## CITY OF LAWNDALE

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

DATE: March 2, 2026  
TO: Honorable Mayor and City Council  
FROM: Raylette Felton, Interim City Manager  
PREPARED BY: Hrant Manuelian, Finance Director/City Treasurer  
SUBJECT: **Accounts Payable Register**

### RECOMMENDATION

Staff recommends that City Council adopts Resolution No. CC-2603-003 authorizing the payment of certain claims and demands in the amount of \$1,369,972.29.

### Attachments

[A. CC-2603-003 - AP Resolution - Mar. 2, 2026.pdf](#)

# **ATTACHMENT A**

**RESOLUTION NO. CC-2603-003**

**A RESOLUTION OF THE CITY COUNCIL  
OF THE CITY OF LAWDALE, CALIFORNIA  
AUTHORIZING CERTAIN CLAIMS AND DEMANDS  
IN THE SUM OF \$1,369,972.29**

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 208702 through 208817 for the aggregate total of \$1,369,972.29 are hereby authorized.

Effective Date: March 2<sup>nd</sup>, 2026

Approved by:



\_\_\_\_\_  
Hrant Manuelian, Director of Finance

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

PASSED, APPROVED AND ADOPTED this 2<sup>nd</sup> day of March 2026.

\_\_\_\_\_  
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-2603-003 at a regular meeting of said Council held on the 2nd day of March 2026, by the following roll call vote:

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

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Erica Harbison, City Clerk

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

**Claims and Demands Paid By Check:**

Check Date	Beginning	Check Number	Ending	Aggregate Total
1/29/2026	208702		208724	785,725.12
2/5/2026	208725		208755	154,193.59
2/12/2026	208756		208795	234,683.17
2/19/2026	208796		208817	195,370.41
<b>Total Checks</b>				<b>1,369,972.29</b>

Check# 208792 is a reissuance of previously approved check# 208273.

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

Date	Name of Payee	Description	Amount
<b>Total ACH Payments</b>			<b>0.00</b>
<b>Total Audited Claims and Demands Paid</b>			<b>1,369,972.29</b>

Check Register Report

Date: 01/28/2026  
 Time: 4:21 pm  
 Page: 1

City of Lawndale

BANK: WELLS FARGO BANK N.A

Check Number	Check Date	Status	Void/Stop Date	Vendor Number	Vendor Name	Check Description	Amount
<b>WELLS FARGO BANK N.A Checks</b>							
208702	01/29/2026	Printed		0103	ADVANCED AUTO BODY	AUTO BODY REPAIR VEH# 521	1,833.05
208703	01/29/2026	Printed		4185-WEST	AMERICAN STRUCTURAL PEST	CSD 3RD FLOOR KITCHEN MONTHLY	1,217.00
208704	01/29/2026	Printed		7660	ARAMSCO INC	CUSTODIAL SUPPLIES	1,916.81
208705	01/29/2026	Printed		2207	ASAP SIGN & BANNER, LLC	DECALS - VEH# 518	55.25
208706	01/29/2026	Printed		0372C	AT & T	PHONE CHARGES	1,142.44
208707	01/29/2026	Printed		6459	CASC ENGINEERING & CONSULTING	NPDES PERMIT COMPLIANCE SVCS -	9,725.00
208708	01/29/2026	Printed		0219	COUNTY OF LA DEPT OF PUBLIC WK	TRAFFIC SIGNAL MAINT. -	7,425.08
208709	01/29/2026	Printed		6051	INFANTE BROS LAWNMOWER SHOP	CHAINSAW REPAIR - \$148 SERVICE	256.29
208710	01/29/2026	Printed		7362	LA UNIFORM & TAILORING INC	UNIFORMS FOR MSD -	203.91
208711	01/29/2026	Printed		0308	LOS ANGELES COUNTY	PUBLIC SAFETY SERVICES -	661,420.15
208712	01/29/2026	Printed		7940	MARIPOSA LANDSCAPES, INC	TREE TRIMMING - DEC. 2025	43,510.18
208713	01/29/2026	Printed		7940	MARIPOSA LANDSCAPES, INC	LANDSCAPE MAINTENANCE SERVICES	37,089.07
208714	01/29/2026	Printed		7890	ODP BUSINESS SOLUTIONS LLC	OFFICE SUPPLIES - FIN	252.77
208715	01/29/2026	Printed		7047	PRECISION AUTO CARE, INC	OIL CHANGE - VEH# 520 MSD	114.60
208716	01/29/2026	Printed		8098	REECE PLUMBING	PLUMBING PARTS - HOPPER PARK	53.16
208717	01/29/2026	Printed		5895	RICOH USA INC	LEASE CHARGES FOR COPIERS -	1,760.84
208718	01/29/2026	Printed		0440	SOUTHERN CALIFORNIA GAS CO.	UTILITY GAS CHARGES	301.55
208719	01/29/2026	Printed		8177	SOUTHWEST PATROL, INC.	ARMED SECURITY SERVICES	13,764.58
208720	01/29/2026	Printed		0849	THE SAFEMART OF SO CAL INC	KEY RINGS FOR CITY HALL KEYS	238.69
208721	01/29/2026	Printed		3672-FLEET	U.S. BANK VOYAGER FLEET SYS	FLEET SERVICES-FUEL	2,409.06
208722	01/29/2026	Printed		3672-MSD	U.S. BANK	CREDIT CARD PAYMENT	505.53
208723	01/29/2026	Printed		3062A	UNITED RENTALS (N.A.) INC.	RE-FILL PROPANE - PWD FORKLIFT	55.25
208724	01/29/2026	Printed		0480	VISTA PAINT	GRAFFITI SUPPLIES	474.86

Total Checks: 23

Checks Total (excluding void checks): 785,725.12

Total Payments: 23

Bank Total (excluding void checks): 785,725.12

Total Payments: 23

Grand Total (excluding void checks): 785,725.12

Check Register Report

Date: 02/05/2026  
 Time: 7:34 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>							
208725	02/05/2026	Printed		0112	ALL CITY MANAGEMENT SVCS, INC	SCHOOL CROSSING GUARD SERVICES	8,987.40
208726	02/05/2026	Printed		8214	VANESA ALVAREZ	FY 25/26 TUITION REIMBURSEMENT	279.85
208727	02/05/2026	Printed		7785	BERICOM DESIGN	NETWORK MAINTENANCE & SUPPORT	13,999.92
208728	02/05/2026	Printed		7836	BUCKNAM INFRASTRUCTURE GROUP	PAVEMENT MGMT - DEC. 2025	3,669.46
208729	02/05/2026	Printed		7766	BURKE, WILLIAMS &	LEGAL SERVICES - DEC. 2025	62,098.69
208730	02/05/2026	Printed		7889	CHARTER COMMUNICATIONS	INTERNET SERVICES	1,008.61
208731	02/05/2026	Printed		1053	CITY OF REDONDO BEACH	2026 ANNUAL RENT TRANSIT	1.00
208732	02/05/2026	Printed		8562	JENNIFER COLLINS	MCKENZIE DEPOSIT REFUND	25.00
208733	02/05/2026	Printed		0219	COUNTY OF LA DEPT OF PUBLIC WK	BUILDING & SAFETY SERVICES -	32,511.25
208734	02/05/2026	Printed		0220	DEPARTMENT OF TRANSPORTATION	TRAFFIC SIGNAL MAINT.	2,964.50
208735	02/05/2026	Printed		6636	FRONTIER COMMUNICATIONS	FAX LINE & INTERNET FOR PWD	280.49
208736	02/05/2026	Printed		8359	DANIEL JASON HEMMENS	SAXOPHONE PERF. - SENIOR	450.00
208737	02/05/2026	Printed		6051	INFANTE BROS LAWNMOWER SHOP	WEEK KILLER SPRAY	919.47
208738	02/05/2026	Printed		5965A	JOHNSON CONTROLS BUILDING	EMERGENCY SITE VISIT - ZONE 5	2,766.00
208739	02/05/2026	Printed		0380	PAT KEARNEY	PARKING & MILEAGE REIMB.-	39.40
208740	02/05/2026	Printed		7733	MARIA'S GARDEN CENTER &	TREES - FOR 153RD PL &	530.40
208741	02/05/2026	Printed		6445	MICHAEL BAKER INTL, INC	CDBG CONSULTING SERVICES -	3,581.25
208742	02/05/2026	Printed		5560	MITSUBISHI ELECTRIC US, INC	ELEVATOR MAINTENANCE SERVICE -	634.95
208743	02/05/2026	Printed		8619	PRIMO BRANDS	BOTTLE WATER SERVICE -	453.90
208744	02/05/2026	Printed		6123	PRUDENTIAL OVERALL SUPPLY	MONTHLY CHARGES - MATS	358.27
208745	02/05/2026	Printed		0211	SOUTHERN CALIFORNIA NEWS GROUP	LEGAL ADS - CDBG 2026-2027	321.53
208746	02/05/2026	Printed		0444	SPCA LA	ADDITIONAL SVCS - JAN. 2026	15,100.00
208747	02/05/2026	Printed		6349	STEAMX, LLC	PRESSURE WASHER NOZZLE	100.57
208748	02/05/2026	Printed		0849	THE SAFEMART OF SO CAL INC	10 KEYS - CITY HALL	40.33
208749	02/05/2026	Printed		0458	THE SALVATION ARMY	MEALS ON WHEELS - DEC. 2025	138.00
208750	02/05/2026	Printed		3672-CDD	U.S. BANK	CREDIT CARD PAYMENT	573.27
208751	02/05/2026	Printed		3672-CMD	U.S. BANK	CREDIT CARD PAYMENT	382.40
208752	02/05/2026	Printed		3672-FIN	U.S. BANK	CREDIT CARD PAYMENT	152.30
208753	02/05/2026	Printed		7768	UNITED SITE SERVICES	PORTABLE RESTROOM RENTAL	103.31
208754	02/05/2026	Printed		0480	VISTA PAINT	GRAFFITI SUPPLIES	222.07
208755	02/05/2026	Printed		7278	MARTHA ZAMBRANO	FACILITY DEPOSIT REFUND	1,500.00

Total Checks: 31

Checks Total (excluding void checks): 154,193.59

Total Payments: 31

Bank Total (excluding void checks): 154,193.59

Total Payments: 31

Grand Total (excluding void checks): 154,193.59

Check Register Report

Date: 02/11/2026  
 Time: 5:01 pm  
 Page: 1

City of Lawndale

BANK: WELLS FARGO BANK N.A

Check Number	Check Date	Status	Void/Stop Date	Vendor Number	Vendor Name	Check Description	Amount
<b>WELLS FARGO BANK N.A Checks</b>							
208756	02/12/2026	Printed		8357	4LEAF INC.	CDD PERMIT TECHNICIAN SVCS -	8,820.00
208757	02/12/2026	Printed		6369	AM-TEC TOTAL SECURITY INC.	ALARM SERVICES - Q4 2025	925.52
208758	02/12/2026	Printed		4185-WEST	AMERICAN STRUCTURAL PEST	CSD 3RD FLOOR KITCHEN MONTHLY	154.00
208759	02/12/2026	Printed		8715	USAMA AWADALLAH	PLANNING DEPOSIT REFUND	1,492.02
208760	02/12/2026	Printed		2829	BEKIM BERISHA	POWER ADAPTER FOR CCTV SWITCH	78.21
208761	02/12/2026	Printed		4333	CALIF BLDG STANDARDS COMMISSIO	SURCHARGE QTR ENDING	308.00
208762	02/12/2026	Printed		0190	COLONIAL LIFE & ACCIDENTS, INC	FEB. 2026-INS PRE-TAX/POST TAX	3,671.74
208763	02/12/2026	Printed		0219	COUNTY OF LA DEPT OF PUBLIC WK	BUILDING & SAFETY SERVICES -	26,753.05
208764	02/12/2026	Printed		8210	DATA CENTER WAREHOUSE LLC	FORTINET FIREWALL DEVICE	713.92
208765	02/12/2026	Printed		0216	DELTA DENTAL	FEB. 2026 DENTAL PREMIUM	2,593.68
208766	02/12/2026	Printed		0389	DELTA DENTAL INSURANCE COMPANY	FEB. 2026 DENTAL PREMIUM	271.98
208767	02/12/2026	Printed		8129	DEPT OF CONSERVATION	STRONG MOTION FEES:	1,010.06
208768	02/12/2026	Printed		8307	DEVELOPERS GENERAL CONTRACTING	CITY HALL & PW IMPROV. PROJECT	82,504.90
208769	02/12/2026	Printed		8238	DOERSCHEL & ASSOCIATES, LLC	TV PROD. & AV CONSULTING SVCS	2,500.00
208770	02/12/2026	Printed		0236	EMPLOYMENT DEVELOPMENT DEPT	SUI REIMB PE 12/31/2025	3,834.00
208771	02/12/2026	Printed		6636	FRONTIER COMMUNICATIONS	PHONE CHARGE - W. GREEN PARK	180.94
208772	02/12/2026	Printed		8150	HEALTH AND HUMAN RESOURCE	FEB. 2026 EMPLOYEE ASSIST.	72.90
208773	02/12/2026	Printed		6051	INFANTE BROS LAWNMOWER SHOP	FUEL LINE& SHIELD -	340.20
208774	02/12/2026	Printed		7958	JUST DANCE COMPANY, LLC	INSTRUCTOR FEES - GYMNASTICS	2,705.00
208775	02/12/2026	Printed		7362	LA UNIFORM & TAILORING INC	UNIFORMS FOR MSD -	318.51
208776	02/12/2026	Printed		8716	GUILLERMINA MARTINEZ	PLANNING DEPOSIT REFUND	1,307.11
208777	02/12/2026	Printed		8717	STEPHANIE MCELROY	FACILITY DEPOSIT REFUND	500.00
208778	02/12/2026	Printed		3781	PARS	GASB 68 DISCLOSURE REPORT	2,500.00
208779	02/12/2026	Printed		7072	DAVID PEREZ	PERMIT REFUND	2,496.36
208780	02/12/2026	Printed		8619	PRIMO BRANDS	BOTTLE WATER SERVICE -	954.40
208781	02/12/2026	Printed		5068A	QUADIENT FINANCE USA INC	CITY HALL POSTAGE - JAN. 2026	500.00
208782	02/12/2026	Printed		5895	RICOH USA INC	USAGE CHARGES FOR COPIERS-	487.99
208783	02/12/2026	Printed		0615A	SCA OF CA, LLC	STREET SWEEPING & DEBRIS	56,372.43
208784	02/12/2026	Printed		0440	SOUTHERN CALIFORNIA GAS CO.	UTILITY GAS CHARGES	1,431.11
208785	02/12/2026	Printed		8177	SOUTHWEST PATROL, INC.	ARMED SECURITY SERVICES	14,080.00
208786	02/12/2026	Printed		2002	THE STANDARD, UNIT 22	LIFE,AD&D,LTD INSURANCE PREM -	1,646.65
208787	02/12/2026	Printed		3672-CCK	U.S. BANK CORPORATE PAYMENT	CREDIT CARD PAYMENT	280.18
208788	02/12/2026	Printed		3672-CMD	U.S. BANK	CREDIT CARD PAYMENT	3,319.40
208789	02/12/2026	Printed		3672-CSD	U.S. BANK	CREDIT CARD PAYMENT	2,059.54
208790	02/12/2026	Printed		3672-PWD	U.S. BANK	CREDIT CARD PAYMENT	1,237.64
208791	02/12/2026	Printed		2883	UNDERGROUND SERVICE ALERT SC	MONTHLY MAINT. FEE	83.65
208792	02/12/2026	Printed		6112	DANIEL URRUTIA	PLANNING COMMISSION STIPEND	50.00
208793	02/12/2026	Printed		3373	VERIZON WIRELESS	DESK & CELL PHONE SERVICE/ SIM	4,394.80
208794	02/12/2026	Printed		0479	VISION SERVICE PLAN	VISION PREMIUM FEB. 2026	1,387.88
208795	02/12/2026	Printed		0480	VISTA PAINT	GRAFFITI SUPPLIES	345.40

Total Checks: 40

Checks Total (excluding void checks):

234,683.17

# Check Register Report

Date: 02/11/2026  
Time: 5:01 pm  
Page: 2

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>Total Payments: 40</b>						<b>Bank Total (excluding void checks):</b>	<b>234,683.17</b>
<b>Total Payments: 40</b>						<b>Grand Total (excluding void checks):</b>	<b>234,683.17</b>

Check Register Report

Date: 02/19/2026  
 Time: 7:25 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>							
208796	02/19/2026	Printed		1541	ALESHIRE & WYNDER, LLP	LEGAL SERVICES - JAN. 2026	28,507.50
208797	02/19/2026	Printed		0112	ALL CITY MANAGEMENT SVCS, INC	SCHOOL CROSSING GUARD SERVICES	8,042.14
208798	02/19/2026	Printed		8720	THOMAS ALMARAZ	FACILITY DEPOSIT REFUND	500.00
208799	02/19/2026	Printed		7660	ARAMSCO INC	CUSTODIAL SUPPLIES	964.41
208800	02/19/2026	Printed		2207	ASAP SIGN & BANNER, LLC	CHANGE VINYL LETTERING -	360.00
208801	02/19/2026	Printed		7194	BAVCO BACKFLOW APPARATUS &	BACKFLOW INSPECTIONS	725.00
208802	02/19/2026	Printed		7949	CHAPALA DANCE ACADEMY LLC	INSTRUCTOR FEES - MEXICAN FOLK	6,615.00
208803	02/19/2026	Printed		8719	MARK DOUGLAS	BUILDING PLAN CHECK REFUND	1,447.99
208804	02/19/2026	Printed		0441	GOLDEN STATE WATER CO.	WATER USAGE SERVICES	12,943.24
208805	02/19/2026	Printed		0308	LOS ANGELES COUNTY	SPECIAL EVENT - 12/06/25 @	452.27
208806	02/19/2026	Printed		7940	MARIPOSA LANDSCAPES, INC	LANDSCAPE MAINTENANCE SERVICES	37,089.07
208807	02/19/2026	Printed		7890	ODP BUSINESS SOLUTIONS LLC	OFFICE SUPPLIES - CCK	288.72
208808	02/19/2026	Printed		8098	REECE PLUMBING	3 UNIVERSAL FAUCET KEYS	25.06
208809	02/19/2026	Printed		0439	SOUTHERN CALIFORNIA EDISON CO.	UTILITIES ELECTRICITY	19,291.84
208810	02/19/2026	Printed		0211	SOUTHERN CALIFORNIA NEWS GROUP	LEGAL ADS - CASE 26-01	442.70
208811	02/19/2026	Printed		8718	THE KEY OF DAVID CHURCH	FACILITY DEPOSIT REFUND	907.73
208812	02/19/2026	Printed		8141	TRANSPORTATION CONCEPTS	LAWNDALE BEAT FIXED ROUTE -	67,324.60
208813	02/19/2026	Printed		8121	TRAVEL SERVERS INC.	TRAVEL CLUB - DEPOSIT -	250.00
208814	02/19/2026	Printed		7821	TRENCH SHORING COMPANY	ASPHALT PATCH	1,875.00
208815	02/19/2026	Printed		8120	TUCKER TOURS, LLC	TRAVEL CLUB - MEDIEVAL TIMES-	5,460.00
208816	02/19/2026	Printed		3672-MSD	U.S. BANK	CREDIT CARD PAYMENT	1,156.37
208817	02/19/2026	Printed		0480	VISTA PAINT	GRAFFITI SUPPLIES	701.77
<b>Total Checks: 22</b>						<b>Checks Total (excluding void checks):</b>	<b>195,370.41</b>
<b>Total Payments: 22</b>						<b>Bank Total (excluding void checks):</b>	<b>195,370.41</b>
<b>Total Payments: 22</b>						<b>Grand Total (excluding void checks):</b>	<b>195,370.41</b>

**Council Meeting 3/02/2026**  
**Details of US Bank Credit Card Charges & Petty Cash Expenses**

**Vendor# 3672-MSD**

<b>Date</b>	<b>Vendor</b>	<b>Description</b>	<b>Amount</b>
11/26/2025	Lightning express	Car wash	9.00
12/3/2025	Animal Hospital	Car wash for MSD fleet Veh #520 emp 1561	300.00
12/4/2025	Lightning express	Medical Exam	9.00
12/5/2025	Lightning express	Car wash for MSD fleet veh #529 emp 1168	16.00
12/7/2025	Amazon	Car wash for msd fleet veh #514 emp 1560	49.54
12/9/2025	Lightning express	Ring door bell for service sign, door bell for msd front desk	9.00
12/9/2025	Chewy	Car wash for msd fleet veh# 508 emp 1309	68.13
12/10/2025	Costco	Vibrac treatment spray for animal control	18.22
12/10/2025	The home depot	Kleenex for MSD staff	17.64
12/18/2025	Lightning express	windex microfiber roll for msd staff	9.00
<b>Check Date 01/29/2026; Check# 208722</b>			<b>\$ 505.53</b>

**Vendor# 3672-CDD**

<b>Date</b>	<b>Vendor</b>	<b>Description</b>	<b>Amount</b>
11/26/2025	Amazon	Docking stations and HDMI cords for new laptops	320.94
12/1/2025	LA County Clerk	Property records	18.75
12/1/2025	PropertyRecords.com	Report bundle package	5.00
12/1/2025	PropertyRecords.com	Property Report to PDF upsell	7.00
12/1/2025	PropertyRecords.com	Property Report to Comp upsell	4.00
12/2/2025	PropertyRecords.com	Report bundle package	1.00
12/18/2025	ACE	x2 sets of Planning law books (6 books total)	211.58
12/18/2025	PropertyRecords.com	Report bundle package	5.00
<b>Check Date 02/05/2026; Check# 208750</b>			<b>\$ 573.27</b>

**Vendor# 3672-CMD**

<b>Date</b>	<b>Vendor</b>	<b>Description</b>	<b>Amount</b>
11/26/2025	Torrance Bakery	Time Capsule Event - Prepayment of Pastries - Cake, Cookies, Cupcakes for event on 12/3/2025	318.50
12/1/2025	CVS	Time Capsule Event Expenses	9.05
12/1/2025	Pollo Campero	Pre-Council Mtg Meals - 5 Electeds and 12 Staff Meals and One Refreshment	135.01

12/3/2026	CVS	Time Capsule Event Expenses	30.27
12/3/2025	Smart & Final	Napkins for Time Capsule Event(\$3.99) and Napkins/Beverage Stock for Council Mtgs (\$12.80)	16.79
12/4/2025	Click Send	Recharge of Street Sweeping Notification APP	20.00
12/5/2025	Smart & Final	Council Meeting Refreshment Pkts (Crystal Light) for Mayor Pullen-Miles and CM Sirley Cuevas (for stock for upcoming council mtgs)	6.98
12/15/2025	Pollo Campero	Pre-Council Mtg Meals - 5 Electeds and 7 Staff Meals and one refreshment	173.26
12/15/2025	E&H Trophy & Engraving LLC	Employee Recognition Event - 3 Plqs for 3 employee milestone years - L. Crise, J. Martin, B. Madrid	272.87
12/15/2025	League of California Cities - Los Angeles County Division	LCC Board Mtg - Jan. 8, 2026 - Prepaid for Mayor Pro Tem Sirley Cuevas (LCC Delegate)	50.00
12/17/2025	Target	Employee Recognition Event - Tags for Service Lapel Pins	6.67
12/18/2025	League of California Cities	Refund City Manager Conference Registration (Sean Moore) - February 2026 event - as city mgr no longer with the City. Paid \$775 and \$700 was refunded. There was a \$75 cancellation fee.	(700.00)
12/17/2025	Hobby Lobby	Recognition Supplies for Stock (8 certificate frames) and one ink pen	43.00
<b>Check Date 02/05/2026; Check# 208751</b>			<b>\$ 382.40</b>

**Vendor# 3672-FIN**

Date	Vendor	Description	Amount
1/21/2026	Track1099.com	E-filed 1099 MISC & NEC forms to IRS	152.30
<b>Check Date 02/05/2026; Check# 208752</b>			<b>\$ 152.30</b>

**Vendor# 3672- CCK**

Date	Vendor	Description	Amount
1/6/2026	DocuSign Inc	electronic signature platform	300.00
1/9/2026	Amazon	return of item, gift bags incorrect size - Holiday Party 2025	(19.82)
<b>Check Date 02/12/2026 Check# 208787</b>			<b>\$ 280.18</b>

**Vendor# 3672-CMD**

Date	Vendor	Description	Amount
12/29/2025	Click Send	Recharge of Street Sweeping Notification APP	20.00
1/5/2026	Kasai Teriyaki	Pre-Council Mtg Meals - 5 Electeds and 4 Staff Meals	155.21
1/14/2026	Click Send	Recharge of Street Sweeping Notification APP	20.00

1/20/2026	Charter-Up	Deposit for 2 Chartered Buses for Community Use - 1/22/26 Metro Board Mtg - Final EIR and Route Selection_Green Line/C/K Line Extension to Torrance (through Lawndale)	310.42
1/20/2026	Charter-Up California Contract Cities	Final Payment for 2 Chartered Buses for Community Use - 1/22/26 Metro Board Mtg - Final EIR and Route Selection - Green Line/C/K Line Extension to Torrance (through Lawndale)	2,793.77
1/16/2026	Association	2/18/26 CCCA Board Meeting - Councilmember Bernadette Suarez	20.00
<b>Check Date 02/12/2026; Check# 208788</b>			<b>\$ 3,319.40</b>

**Vendor# 3672-CSD**

Date	Vendor	Description	Amount
1/7/2026	Party City	New Years Senior Luncheon supplies	51.76
1/8/2026	Smart and Final	Staff Breakroom kitchen supplies	65.42
1/8/2026	Smart and Final	Senior Lunch Kitchen Supplies	262.24
1/8/2026	Hobby Lobby	Senior Luncheon Raffle Prizes	96.70
1/13/2026	Impeccable Wraps	Deposit for wrap on Mobil Rec Van	100.00
1/14/2026	LA Sign Factory	Display sign for CSD Flyer rack	39.78
1/16/2026	Walmart	Switch device for CSD 3rd floor camera system	419.89
1/20/2026	Amazon	office batteries, pens, white out, clip boards	88.31
1/20/2026	Amazon	Office disinfecting wipes and folder binders	39.06
1/20/2026	Solar Art	Window film for the new historical society room in CSD	837.00
1/21/2026	Smart and Final	Water for SBCCOG Directors Meeting and Recreation Leaders Staff Meeting	4.19
1/21/2026	Smart and Final	Senior Lunch Kitchen Supplies	55.19
<b>Check Date 02/12/2026; Check# 208789</b>			<b>\$ 2,059.54</b>

**Vendor# 3672-PWD**

Date	Vendor	Description	Amount
12/22/2025	O'Reilly	mini bulbs and wiper fluid for vehicle #512	17.11
12/22/2025	The Home Depot	Linear LED tube light bulbs for City facilities	66.28
1/6/2026	Arman's Janitorial Supply	10 custodial wet floor signs for City Facilities	153.31
1/7/2026	Rexel	5 LED walkway lights for Hopper Park	353.60
1/9/2026	The Home Depot	4 Gallon trash bags for City Hall restroom	4.39
1/12/2026	VIP Detail Services	Car wash for vehicle # 517	34.74
1/13/2026	The Home Depot	31 Gallon galvanized steel trash can for 154th St & Hawthorne Blvd	42.51

1/13/2026	The Home Depot	Lights for CSD restroom	66.21
		Liquidtite, copper wire , wall plate, waterproof outlet cover, metallic cover, black cover, metallic liquid tight push on connector, snap2it non metallic connector, metallic weatherproof outlet box, wall plate, winged wire connectors. Electrical supplies for computer room & museum	75.17
1/18/2026	The Home Depot		
1/20/2026	Rexel	6 new LED light for Hopper Park walkway	424.32
<b>Check Date 02/12/2026; Check# 208790</b>			<b>\$ 1,237.64</b>

**Vendor# 3672-MSD**

<b>Date</b>	<b>Vendor</b>	<b>Description</b>	<b>Amount</b>
1/7/2026	Lightning express car wash	Car wash for MSD Fleet Veh 508 Emp 1309	9.00
1/9/2026	Amazon	2026 Planner for MSD Staff	16.56
1/10/2026	Amazon	Pens and black ink for msd staff	108.55
1/10/2026	Amazon	Certificate frames , planner	123.34
1/13/2025	Bellagio Express carwash	Car wash for MSD Fleet Veh 522 Emp 1560	10.00
1/14/2026	Bellagio Express carwash	Car wash for MSD Fleet Veh 508 Emp 1309	6.00
1/14/2026	Bellagio Express carwash	Car wash for MSD Fleet Veh 520 emp 1561	6.00
1/14/2026	Target	Gift cards for beautification holiday awards	175.00
1/14/2026	Target	Foods and drinks for Neighborhood watch meeting	55.24
1/15/2026	Twins Cleaners	Table cloths cleaned for holiday awards beautification	267.39
1/14/2026	Home Depot	Gift cards for beautification holiday awards	200.00
1/16/2026	Bellagio Express carwash	Car wash for MSD Fleet Veh 519 emp 1160	8.00
1/17/2026	Sams club	Food and Drinks for Beautification Holiday awards ceremony	131.43
1/17/2026	Smart & Final	Food and Drinks for Beautification Holiday awards ceremony	7.48
1/20/2026	Bellagio Express carwash	Car wash for MSD Fleet Veh 508 Emp 1309	6.00
1/21/2026	Target	Gift cards for beautification holiday awards	25.00
1/21/2026	Dollar Tree	Sympathy card for MSD Staff	1.38
<b>Check Date 02/19/2026; Check# 208816</b>			<b>\$ 1,156.37</b>

**Petty Cash**

\*No petty cash replenishment during this period.



## CITY OF LAWDALE

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

DATE: March 2, 2026  
TO: Honorable Mayor and City Council  
FROM: Raylette Felton, Interim City Manager  
PREPARED BY: Vanesa Alvarez, Administrative Assistant  
Yvette Palomo, Assistant City Clerk  
SUBJECT: **Minutes of the Lawndale City Council Regular Meeting - February 2, 2026**

### RECOMMENDATION

Staff recommends that the City Council approve the minutes.

### **Attachments**

[Draft City Council Minutes 2-2-26.pdf](#)

# ATTACHMENT A

**DRAFT MINUTES**  
**City Council Regular Meeting**  
**February 2, 2026**

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

Mayor Pullen-Miles called the meeting to order at 6:30 p.m. in the City Hall Council Chamber, 14717 Burin Avenue, Lawndale, California.

Councilmembers Present: Mayor Robert Pullen-Miles, Mayor Pro Tem Sirley Cuevas, Councilmember Bernadette Suarez, Councilmember Pat Kearney, Councilmember Francisco M. Talavera

Other Participants: Interim City Manager Raylette Felton, City Attorney Gregory M. Murphy, City Clerk Erica Harbison, Assistant City Clerk Yvette Palomo, Los Angeles County Sheriff's Department Captain Nicole Palomino, Los Angeles County Fire Department Assistant Fire Chief Brian Kane, Finance Director Hrant Manuelian, Public Works Assistant Engineer Nabi Sidiqi, Community Services Director Jason Minter, Community Development Director Peter Kann, Community Services Director Michael Reyes

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

Councilmember Kearney led the flag salute. Pastor Mathew Harbison of Lawndale Wesleyan Church provided the inspiration.

**C. PUBLIC SAFETY REPORT**

**1. Los Angeles County Sheriff's Department Update- 6:32 PM**

Captain Palomino summarized the recent law enforcement activities and invited the community to the Neighborhood Watch meeting scheduled for February 11, 2026.

**2. Los Angeles County Fire Department Update- 6:34 PM**

Assistant Fire Chief Kane summarized the recent Fire Department activities.

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

Ray Hollar, Resident, thanked the City Council for their support of the Hawthorne Boulevard option for the Metro C-Line (Green) Project, commented on the need to advocate for funding to support Lawndale residents affected by Metro construction and for business development, and noted that new residential development began following approval of the Metro C-Line Hawthorne option.

Colleen Villegas, Resident, thanked the City Council for their support of the Hawthorne Boulevard option for the Metro C-Line (Green) Project.

Kaitlin Coulter, Library Manager, announced the library's upcoming events.

Annette Owens, Resident, thanked the City Council for their support of the Hawthorne Boulevard option for the Metro C-Line (Green) Project, and provided an overview of the Metro Board's decision-making history regarding that option and provided City Councilmembers with t-shirts.

Matthew Harbison, Resident, commented on trash collection practices, stated that loose piles and bagged trash are collected while non-approved trash cans are discarded, and commended the Public Works Department for its responsiveness and ongoing efforts in addressing illegal dumping.

## **E. COMMENTS FROM COUNCIL**

Councilmember Kearney thanked the residents who commented on the Metro Board meeting, thanked Library Manager Coulter for providing the library updates, expressed agreement with Resident Harbison's concerns regarding trash collection, and thanked Resident Owens for the newspaper and t-shirt she provided.

Councilmember Talavera thanked the residents who commented on the Metro Board meeting, and on trash collection practices.

Councilmember Suarez thanked everyone that attended tonight's meeting, acknowledged those who were active with the Metro Board regarding the Metro C Line (Green) Project noting their efforts had an impact, thanked Library Manager Coulter for providing the library updates, and asked if Republic Services can be contacted for clarification on their collection policies.

Mayor Pro Tem Cuevas thanked everyone that attended tonight's meeting, commented that she has not received a Proposition 218 Protest Ballot, thanked residents that participated in the Metro Board meetings regarding the Metro C Line (Green) Project, and commented that further discussions are needed regarding ownership and potential credit for the City's long-term maintenance of the Metro-owned green space.

Mayor Pullen-Miles thanked residents that participated in the Metro Board meetings regarding the Metro C Line (Green) Project, commented that he made a telephonic public comment during the meeting, and he sent a letter of support for the Hawthorne Boulevard option, congratulated residents and stakeholders for their efforts over the past several years regarding the Metro issue, noted that further discussions are needed to determine future use of the green space, and stated the City's intent to engage with Metro to ensure appropriate use of the property. Mayor Pullen-Miles thanked Supervisor Holly J. Mitchell, Inglewood Mayor James T. Butts, Metro Board Director Jacquelyn Dupont-Walker, Senator Laura Richardson, and Assemblymember Tina McKinnor for supporting the Hawthorne Boulevard option, thanked Resident Owens for gifting the City Council t-shirts, and thanked everyone that attended the Metro Board meeting, thanked Resident Schrieber for her work on the Metro C Line (Green) Project, thanked Library Manager Coulter for providing the library updates, and commented that clarification is needed from Republic Services on their collection policies.

## **F. CONSENT CALENDAR**

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

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

— Recommendation: that the City Council read by title only and waive further reading of all ordinances listed on the agenda.

### **4. Accounts Payable Register**

— Recommendation: Staff recommends that City Council adopts Resolution No. CC-2602-002 authorizing the payment of certain claims and demands in the amount of \$3,019,416.56

### **5. Minutes of the Lawndale City Council Regular Meeting - January 5, 2026**

— Recommendation: that the City Council approve the minutes.

### **6. Approve Second Amendment for On-Call Civil Engineering Services**

— Recommendation: that the City Council approve the Second Amendment to the Contract Services Agreement with LAE Associates, Inc., Onward Engineering, SA Associates, Transtech Engineers, Inc.,

and Willdan Engineering, extending the term of the agreement for one (1) year, through March 4, 2027.

**7. Consideration of Claims for Damage Against the City**

— Recommendation: that the City Council reject the claim filed by LA Century Law on behalf of Dean Neblett and Louise K. Gomes and instruct staff to process the appropriate correspondence to the claimant.

**G. PUBLIC HEARING**

**8. Case 26-01: An Ordinance to Adopt by Reference the 2025 Los Angeles County Building, Electrical, Mechanical, Plumbing, Residential, and Existing Building Codes and the CA Green Building Code**

— Recommendation: that the City Council read Ordinance No. 1212-26 by title only and direct staff to publish a public hearing notice for consideration of the ordinance at the next Regular City Council Meeting on March 2, 2026.

Community Development Director Kann presented the staff report.

There was no one from the public wishing to speak.

City Attorney Murphy read Ordinance 1212-26 by title only.

**A motion was made by Mayor Pro Tem Cuevas and seconded by Councilmember Kearney to read Ordinance No. 1212-26 by title only and direct staff to publish a public hearing notice for consideration of the ordinance at the next Regular City Council Meeting on March 2, 2026. The motion passed by a vote of 5-0.**

**H. ADMINISTRATION**

**9. Consideration and Selection of an Executive Recruitment Firm for the City Manager Position**

— Recommendation: that the City Council 1.) Review and discuss this report regarding professional executive recruitment services; 2.) Provide direction to staff regarding City Council’s selection of a firm to conduct executive recruitment services for the City Manager position; and 3.) Authorize staff to execute a professional contract services agreement with the selected firm, in a form approved by the City Attorney’s Office; or 3.) Provide other direction as appropriate.

Interim City Manager Felton presented the staff report.

In response to Mayor Pro Tem Cuevas’s question, Interim City Manager Felton stated that the cost for Tripepi Smith Talent Solutions would depend on the type of recruitment performed and any additional advertising selected, noting that enhanced options, such as video advertising, would result in additional costs.

Mayor Pro Tem Cuevas commented that she spoke with other cities and received positive feedback about Tripepi Smith Talent Solutions.

Councilmember Kearney commented that his first choice is Koff & Associates because they have worked

with the City in the past, and his second choice is Tripepi Smith Talent Solutions.

Councilmember Talavera commented in favor of selecting Bob Murray & Associates, referencing the firm's recent success in recruiting City Managers for other cities, commented on the need for a firm that can recruit a long-term City Manager and identified Bob Murray & Associates as the top choice based on track record, services, and overall value.

Councilmember Suarez requested to interview the firms to better assess their fit.

Mayor Pullen-Miles commented that his choices are Tripepi Smith Talent Solutions and Bob Murray & Associates.

Discussion ensued among City Councilmembers and staff about interviewing Bob Murray & Associates and Tripepi Smith Talent Solutions during a closed session at a special meeting.

**By consensus, the City Council approved a special meeting to interview Bob Murray & Associates and Tripepi Smith Talent Solutions during a closed session.**

#### **10. Report on Investigation into Allegations Against Councilmember**

— Recommendation: that the City Council receive and file this report and the City Attorney's verbal report.

City Attorney Murphy explained that limited information could be shared publicly due to employee confidentiality laws, attorney-client and work product privileges, and Brown Act closed session privilege, which were only narrowly waived to allow the presentation.

City Attorney Murphy presented the staff report.

**By consensus, the City Council received and filed this staff report and the City Attorney's verbal report.**

#### **11. Quarterly Investment Report for the Quarter Ended December 31, 2025**

— Recommendation: that the City Council receive and file the Quarterly Investment Report for the quarter ended December 31, 2025.

Finance Director Manuelian presented the staff report.

**By consensus, the City Council received and filed the Quarterly Investment Report for the quarter ended December 31, 2025.**

#### **12. Annual Comprehensive Financial Report (ACFR) for the Year Ended June 30, 2025**

— Recommendation: that the City Council receive and file the Annual Comprehensive Financial Report for the Year Ended June 30, 2025.

Finance Director Manuelian presented the staff report.

**By consensus, the City Council received and filed the Annual Comprehensive Financial Report for the Year Ended June 30, 2025.**

### **13. Mid-Year Budget Update for Fiscal Year 2025-2026**

— Recommendation: that the City Council approve all recommended budget amendments noted in the Mid-Year Update for FY 2025-2026.

Finance Director Manuelian presented the staff report.

In response to Mayor Pullen-Miles's question, Finance Director Manuelian responded that funding is available, noted a projected deficit of approximately \$716,000 in the General Fund, and stated that revenues were not yet adjusted.

**A motion was made by Councilmember Kearney and seconded by Mayor Pro Tem Cuevas to approve all recommended budget amendments noted in the Mid-Year Update for FY 2025-2026. The motion passed by a vote of 5-0.**

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

### **14. Report of Attendance at Meetings**

Councilmember Kearney attended the Senior Holiday Luncheon, Contract Cities Liability Trust Fund Oversight Committee meeting, Los Angeles County West Vector Control District Board meeting and Presidents' Dinner, Beautification Committee Holiday Contest Ceremony, Metro Board of Directors meeting, and announced that the City is hosting a blood drive with the America Red Cross at the Harold E. Hoffman Community Center on February 10, 2026.

Councilmember Talavera attended Senior Luncheons, Metro Board of Directors meeting, South Bay Cities Council of Governments (SBCCOG) Senior Services Working Group meeting, Centinela Valley Union High School District Board meeting, Zankou Chicken Ribbon Cutting Ceremony, recognized January as California School Board Recognition Month, commended the Lawndale Elementary School District Board and the Centinela Valley Union High School District Board for their service to Lawndale students and the community, recognized February as African-American History Month and honored the contributions and lasting impact of African-Americans in the community and across the nation. Councilmember Talavera requested that the City's certificate template be reviewed.

Councilmember Suarez attended the SBCCOG Board of Directors' meeting, the Zankou Chicken Ribbon Cutting Ceremony and thanked everyone for attending tonight's meeting.

Mayor Pro Tem Cuevas attended the League of California Cities Los Angeles Division meeting, Beautification Committee Holiday Contest Ceremony, Metro Board of Directors meeting, thanked staff and the Attorney that assisted the City with the Metro project, recognized February as African-American History Month and invited the community to attend the African-American History Month events at the library.

Mayor Pullen-Miles attended a Senior Luncheon, Metro Board of Directors meeting remotely, Zankou Chicken Ribbon Cutting Ceremony, Beautification Committee Holiday Contest Ceremony, and participated in a tour highlighting historical sites recognizing Black contributions to the Los Angeles region and California.

## **J. CLOSED SESSION**

### **15. Conference with Legal Counsel – Existing Litigation**

— The City Council will conduct a closed session, pursuant to Government Code section 54956.9(d) (1), to discuss existing litigation: Name of Case: City of Lawndale v. LA Investment, LLC (LA

Superior Court Case No. 20TRCV00065).

**16. Public Employee Appointment**

— The City Council will conduct a closed session, pursuant to Government Code section 54957(b), regarding the appointment of a City Manager.

**17. Public Employee Appointment**

— The City Council will conduct a closed session, pursuant to Government Code section 54957(b), regarding the appointment of an Interim City Manager.

**18. Conference with Legal Counsel – Anticipated Litigation**

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

City Attorney Murphy read the aforementioned Closed Session matters by title only.

The City Council convened into closed session at 7:45 p.m.

The City Council reconvened from closed session at 8:16 p.m.

City Attorney Murphy announced that there was no reportable action for Closed Session Item No. J.15. Conference with Legal Counsel - Existing Litigation, J.16. Public Employee Appointment, or J.17. Public Employee Appointment and as reported to him, no reportable action for Closed Session Item No. J.18. Conference with Legal Counsel - Anticipated Litigation.

**K. ADJOURNMENT**

There being no further business to conduct, Mayor Pullen-Miles adjourned the meeting at 8:17 p.m.

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Robert Pullen-Miles, Mayor

ATTEST:

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Erica Harbison, City Clerk  
Approved: March 2, 2026



## CITY OF LAWNDALE

14717 BURIN AVENUE, LAWNDALE, CALIFORNIA 90260  
PHONE (310) 973-3200 ♦ <https://www.lawndalecity.ca.gov>

DATE: March 2, 2026  
TO: Honorable Mayor and City Council  
FROM: Raylette Felton, Interim City Manager  
PREPARED BY: Yvette Palomo, Assistant City Clerk  
SUBJECT: **Minutes of the Lawndale City Council Special Meeting - February 23, 2026**

### RECOMMENDATION

Staff recommends that the City Council approve the minutes.

### **Attachments**

[A. Draft Special Meeting Minutes 2-23-26.pdf](#)

# ATTACHMENT A

**DRAFT MINUTES**  
**LAWNDALE CITY COUNCIL SPECIAL MEETING**  
**February 23, 2026**

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

Mayor Pro Tem Cuevas called the meeting to order at 6:30 p.m. in the City Hall Council Chamber, 14717 Burin Avenue, Lawndale, California.

Councilmembers Present: Mayor Robert Pullen-Miles (arrived at 6:50 p.m.), Mayor Pro Tem Sirley Cuevas, Councilmember Bernadette Suarez, Councilmember Pat Kearney, Councilmember Francisco M. Talavera

Other Participants: Interim City Manager Raylette Felton, City Attorney Gregory M. Murphy, City Clerk Erica Harbison, Assistant City Clerk Yvette Palomo

**B. CEREMONIALS (Flag Salute)**

Councilmember Kearney led the flag salute.

Rosa Hernandez Morales submitted an electronic public comment regarding the City of Lawndale v. LA Investment case.

**C. CLOSED SESSION**

**1. Public Employee Appointment**

— The City Council will conduct a closed session, pursuant to Government Code section 54957(b), regarding the appointment of a City Manager.

Mayor Pro Tem Cuevas announced the closed session title.

The City Council convened into closed session at 6:31 p.m.

The City Council reconvened from closed session at 8:59 p.m.

City Attorney Murphy indicated that Mayor Pullen-Miles arrived during the closed session at 6:50 p.m. City Attorney Murphy stated that the first executive recruitment firm was interviewed at 6:52 p.m. and thereafter the City Council had a discussion with each executive recruitment firm separately.

City Attorney Murphy reported that the City Council directed staff, by a vote of 3-2 with Mayor Pro Tem Cuevas and Councilmember Kearney dissenting, to negotiate a contract with one of the two executive recruitment firms and bring the matter back at a future meeting.

**D. ADJOURNMENT**

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

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Robert Pullen-Miles

ATTEST:

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Erica Harbison, City Clerk  
Approved: March 2, 2026



## CITY OF LAWNDALE

14717 BURIN AVENUE, LAWNDALE, CALIFORNIA 90260  
PHONE (310) 973-3200 ♦ <https://www.lawndalecity.ca.gov>

DATE: March 2, 2026  
TO: Honorable Mayor and City Council  
FROM: Raylette Felton, Interim City Manager  
PREPARED BY: Raylette Felton, Interim City Manager  
SUBJECT: **Consideration of Claim for Damage Against the City**

### BACKGROUND

On or about January 21, 2026, the City received a claim for property damage filed by Leslie Cisneros (Claimant). The claim filed alleged that on or about December 20, 2025, their personal vehicle was damaged by a pothole on Hawthorne Boulevard, while exiting the Interstate 405 off ramp in Lawndale, California.

### STAFF REVIEW

The City's current third-party claims administrator, California JPIA - Athens Program Insurance Services, reviewed the claim as filed and determined that the liability for the claims could not be assigned to the City and recommends that the City reject the claims as filed.

### LEGAL REVIEW

None.

### RECOMMENDATION

Staff recommends that the City Council reject the claim filed by Leslie Cisneros and instruct staff to process the appropriate correspondence to the claimant.

### **Attachments**

[Attachment A - Claim for Damages - Leslie Cisneros\\_.pdf](#)

# **ATTACHMENT A**

26 JAN 21 8:32 AM



### 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

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	Leslie Cisneros	Claimant's Occupation	[REDACTED]
Claimant's Home Address	[REDACTED]	Claimant's Home Phone #	[REDACTED]
Claimant's Business Address	N/A	Claimant's Business Phone #	N/A

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

[REDACTED]

When did DAMAGE or INJURY occur? Date: 12/20/25 Time: 9:53 PM  
If claim is for Equitable Indemnity, give date claimant served with the complaint: \_\_\_\_\_ Date: \_\_\_\_\_  
Names of any city employees involved in INJURY or DAMAGE

N/A

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:

Damage to my vehicles (Left/drivers side tire) occurred on 12/20/25 around 9:53 pm while turning right on the furthest right lane while exiting the 405 Northbound off ramp off of Hawthorne Blvd.

Describe in detail how the DAMAGE or INJURY occurred.

I was exiting the 405 Northbound off ramp onto Hawthorne Blvd (turning right on the furthest right lane) when a pothole cause my tire damage enough that it immediately deflated and was not repairable since damage was done to the sidewall.

Why do you claim the city is responsible?

The pothole was deep, wide, unavoidable while exiting the freeway at normal speed; the pothole was/is a dangerous condition that created a foreseeable risk and the city should have repaired it promptly.

Describe in detail each INJURY or DAMAGE

The damage was done to (Left/drivers side tire). The pothole cut a gash on the sidewall of my tire. It was not able to be repaired and I need to buy another used tire, cost = \$70.00.

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

Damages incurred to date (exact): <u>12/20/25</u>	\$ <u>70.00</u>	Estimated prospective damages as far as known:	\$ <u>—</u>
Damage to property	\$ <u>70.00</u>	Future expenses for medical and hospital care	\$ <u>—</u>
Expenses for medical and hospital care	\$ <u>—</u>	Future loss of earnings	\$ <u>—</u>
Loss of Earnings	\$ <u>—</u>	Other prospective special damages	\$ <u>—</u>
Special Damages for	\$ <u>—</u>	Prospective general damages	\$ <u>—</u>
		Total estimate prospective damages	\$ <u>—</u>
General Damages	\$ <u>—</u>		
Total Damages incurred to date	\$ <u>70.00</u>		
Total amount claimed as of date of presentation of this claim			\$ <u>—</u>

Was damage and/or injury investigated by police? NO If so, what city? N/A File #: N/A

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

If injured, state date, time, N/A

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

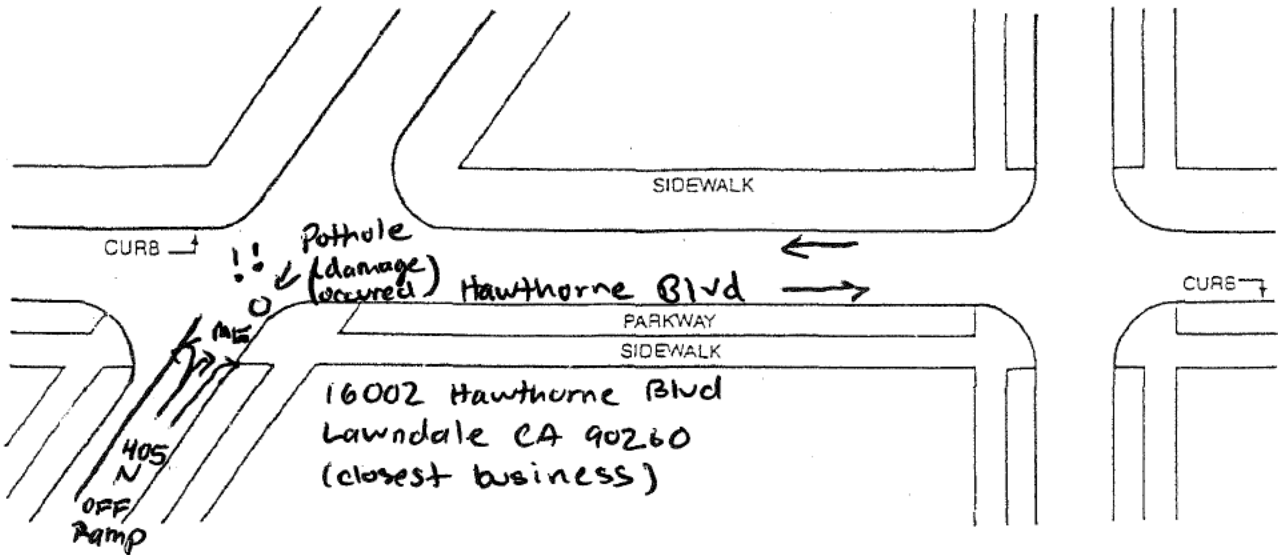
WITNESSES to DAMAGE or INJURY: List all persons and addresses of person known to have information:

Name N/A Address \_\_\_\_\_ Phone \_\_\_\_\_  
 Name \_\_\_\_\_ Address \_\_\_\_\_ Phone \_\_\_\_\_  
 Name \_\_\_\_\_ Address \_\_\_\_\_ Phone \_\_\_\_\_

DOCTORS and HOSPITALS:

Hospital N/A Address \_\_\_\_\_ Date of Hospitalization \_\_\_\_\_  
 Doctor \_\_\_\_\_ Address \_\_\_\_\_ Date of Treatment \_\_\_\_\_  
 Doctor \_\_\_\_\_ Address \_\_\_\_\_ Date of Treatment \_\_\_\_\_

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



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

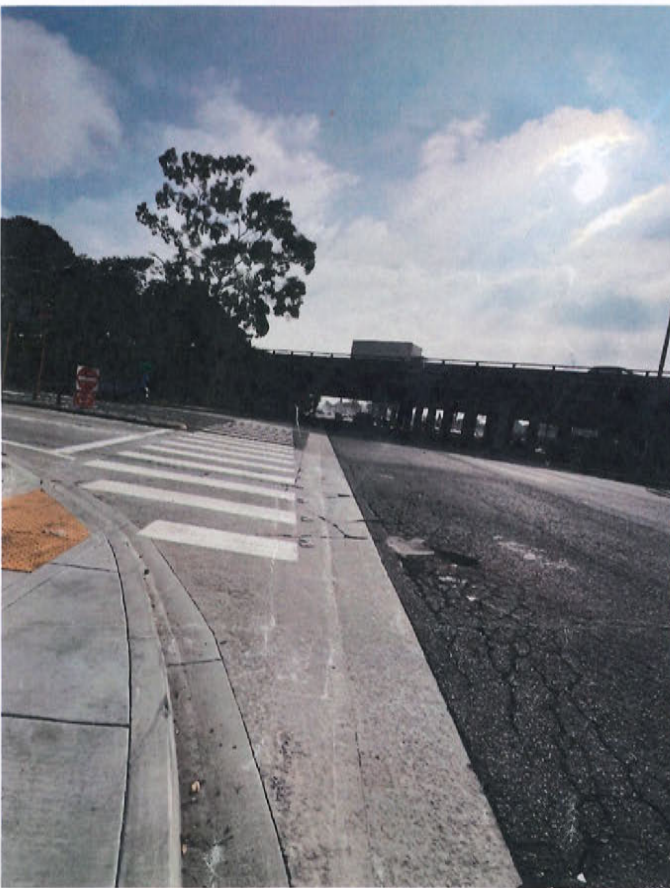
Typed/Printed Name

Date

[Redacted Signature]

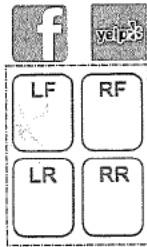
Leslie Cisneros

12/29/25





14724 Hawthorne Blvd.  
 Lawndale, CA 90260  
 (310) 973-6466  
 www.pacifictires11.com



NAME Leslie Cisneros DATE 12/21/25



MAKE <u>Toyota</u>	MODEL <u>Corolla</u>	YEAR <u>2021</u>	MILES	LIC. No.
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SERVICE	QTY	SIZE	UNIT PRICE	AMOUNT
New Tire				
Mount/Dismount				
Alignment				
Balance				
Rctation				
Used Tire	<u>1</u>	<u>205/45 18</u>	<u>70</u>	<u>70</u>
Tire Repair				
Wheel Repair				
Brakes				
Other				

DEPOSIT	
BALANCE DUE	
SALES TAX	
<b>TOTAL DUE</b>	

Promo A-R-C (309) 461-1400 | v7'05

ALL WHEELS AND TIRES WE SELL ARE GUARANTEED BY THE MANUFACTURER, AND WARRANTY MUST BE HANDLED DIRECTLY WITH THE MANUFACTURER. NO WARRANTY ON USED TIRES. NO WARRANTY ON WHEEL REPAIR. NO WARRANTY ON TIRE REPAIRS. ALL CLAIMS MUST BE MADE WITHIN 5 WORKING DAYS AFTER RECEIPT OF GOODS. ALL PRICES ARE SUBJECT TO CHANGE WITHOUT NOTICE. ALL RETURNED MERCHANDISE WILL BE SUBJECT TO A 20% RESTOCKING FEE. WE ARE NOT RESPONSIBLE FOR ITEMS LEFT IN VEHICLE.

\*\*\* ALL SPECIAL ORDERS MUST BE PREPAID AND ARE FINAL, NO REFUNDS \*\*\*  
 \*\*\* ABSOLUTELY NO CREDIT OR REFUND! \*\*\*

12/21/2025  
 Terminal ID No.: 13:25:52  
 79174759  
**Credit Sale**  
 Transaction #: 21  
 Card Type: AMEX  
 Account: \*\*\*\*\*1007  
 Entry: Contactless  
 Amount: USD\$70.00  
 Ref. Number: 535521336942  
 Global UID: 1851649509202512211325529420  
 Auth. Code: 868700  
 Batch #: 402  
 Response: APPROVAL 868700  
 Mode: Issuer  
 ATD: A000000025010801  
 APPLAB: AMERICAN EXPRESS  
 CUSTOMER COPY

# Claim Form

California State Law generally requires that most claims against a public entity (City of Lawndale) be presented within a **six (6) month period** from the date of loss or incident giving rise to the claim (Government Code Section 911.2). Other claims must be filed within a **one (1) year period** from the date of loss or incident (Government Code Section 911.2(a)). **WARNING: This is not intended as legal advice.** Please reference the Government Code to determine what submission period applies to your claim.

## HOW TO FILE A CLAIM WITH THE CITY OF LAWNDALE

The *City of Lawndale's Claim for Damages to Person or Property* is a standard claim form that can be used for your convenience. **Please fill out the claim form completely.** Additional sheets may be attached if more space is needed. Missing or incomplete information may delay the processing of your claim.

**Please print out the Claim Form, sign it, attach any supporting documentation (e.g. repair estimates, invoices, proof of payments, photos of damage, etc.) and either deliver it in person directly to the Office of the City Clerk OR return it by mail to the Office of the City Clerk, at 14717 Burin Avenue, Lawndale, CA 90260.**

All claims received by the City Clerk's Office will be reviewed by the City's Claims Administrator. All claimants will be notified, within 45 days, regarding action taken on the claim or otherwise as it relates to the claim itself. However, neither the City Clerk nor any other City official or employee can provide legal advice concerning the claim or litigation against the City.

February 3, 2026

TO: City of Lawndale

ATTENTION: Shaundra Burnam, Raylette Felton

**RECOMMENDATION TO REJECT**

RE:            Claimant:            Leslie Cisneros  
                 Our Client:            City of Lawndale  
                 Date of Loss:            12/20/2025  
                 Our File Number:      CJP-3055833

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 City's notice of rejection and a copy of the proof of mailing. If you have any questions. Please feel free to contact the assigned adjuster or the undersigned claims specialist.

Very Truly Yours,

*William L. Rice*

William L. Rice  
Claims Examiner II  
Athens Program Insurance Services, LLC  
p: 916.359 9686 | f: 1 916.471.0166  
e: [wrice@athensadmin.com](mailto:wrice@athensadmin.com) | w: [www.athensadmin.com](http://www.athensadmin.com)  
Athens Program Insurance Service CA License No.: 2L60159



## CITY OF LAWDALE

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

DATE: March 2, 2026  
TO: Honorable Mayor and City Council  
FROM: Raylette Felton, Interim City Manager  
PREPARED BY: Vanesa Alvarez, Administrative Assistant  
Yvette Palomo, Assistant City Clerk  
SUBJECT: **Beautification Committee Appointment for 2025-2027 Term**

### BACKGROUND

On February 18, 2025, the City Council adopted Resolution No. CC-2502-011 appointing five (5) members to the Beautification Committee for a term beginning March 1, 2025, and ending on February 28, 2027.

On February 10, 2026, an unanticipated vacancy occurred on the Beautification Committee.

### STAFF REVIEW

To be appointed to the Beautification Committee, a person must submit an application, must be at least 18 years of age, and must reside in the City for at least 30 consecutive days before submitting the application. Pursuant to Lawndale Municipal Code Section 2.40.030, the Mayor appoints new members with the approval of the City Council.

The City received six (6) applications for appointment to the Committee. The following applicant has been reviewed by Mayor Pullen-Miles and selected for appointment:

Karina Villicana Mattia

In anticipation that the Mayor would make the appointment and that the City Council would approve the appointment, staff has prepared Resolution No. CC-2603-005 for your consideration.

The term for this unexpired vacancy will begin on March 2, 2026, and end on February 28, 2027.

### LEGAL REVIEW

The City Attorney's Office has reviewed Resolution No. CC-2603-005 and approved it as to form.

### FISCAL IMPACT

None.

### RECOMMENDATION

Staff recommends that the City Council

1. Approve the Mayor's appointment by directing staff to insert the appointee's name in Section 1 of Resolution No. CC-2603-005; and
2. Adopt Resolution No. CC-2603-005 as amended.

**Attachments**

[A. CC-2603-005 Beautification Committee.pdf](#)

[B. Applications\\_Redacted.pdf](#)

# ATTACHMENT A

**RESOLUTION NO. CC-2603-005**

**A RESOLUTION OF THE CITY COUNCIL  
OF THE CITY OF LAWNSDALE, CALIFORNIA,  
CONFIRMING APPOINTMENT TO  
THE BEAUTIFICATION COMMITTEE**

WHEREAS, the City Council established, by Resolution No. CC-0103-26, the seven (7) member Beautification Committee ("Committee") of the City of Lawnsdale; and

WHEREAS, all committee members are appointed by the Mayor, with the approval of the City Council, for a term commencing on March 1 of each odd numbered year and terminating on February 28 of the succeeding odd numbered year; and

WHEREAS, on October 7, 2024, the City Council adopted Resolution No. CC-2410-097 reducing the number of members from seven (7) members to five (5) members; and

WHEREAS, on February 18, 2025, the City Council adopted Resolution No. CC-2502-011 appointing five (5) members to the Beautification Committee for a term beginning March 1, 2025, and ending on February 28, 2027; and

WHEREAS, on February 10, 2026, an unanticipated vacancy occurred on the Beautification Committee; and

WHEREAS, an eligible resident submitted an application for appointment to the Committee; and

WHEREAS, the Mayor and City Council have reviewed the application; and

WHEREAS, the Mayor has appointed one (1) applicant to the Committee and the City Council wishes to ratify the appointment.

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

SECTION 1. The City Council approves the Mayor's appointment of \_\_\_\_\_ to the Beautification Committee.

SECTION 2. All current members of the Committee shall serve a term of office to expire on February 28, 2027, unless earlier removed.

SECTION 3. The term for this appointment will commence on March 2, 2026, and expire on February 28, 2027, unless earlier removed.

SECTION 4. Pursuant to Council Policy No. 93-09, a newly appointed committee member must submit to a background check upon appointment.

SECTION 5. Members of the Beautification Committee shall serve without compensation, unless the City Council, by resolution or otherwise, provides, but may receive reimbursement for

necessary travel and other expenses incurred in the performance of an official duty, when such expenditures are first authorized by the City Council.

PASSED, APPROVED AND ADOPTED this 2<sup>nd</sup> day of March, 2026.

\_\_\_\_\_  
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-2603-005 at a regular meeting of said Council held on the 2<sup>nd</sup> day of March, 2026, by the following roll call vote:

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

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

APPROVED AS TO FORM:

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

# ATTACHMENT B

## View results

Respondent

24

Anonymous

20:54

Time to complete

### 1. Full name \*

Karina Villicana Mattia

### 2. Applying for Appointment to (check all boxes that apply, you can select more than one): \*

- Planning Commission
- Parks, Recreation & Social Services Commission
- Beautification Committee
- Senior Citizen Advisory Committee
- Personnel Board

3. Phone number \*

4. Email address \*

5. Home Address, City & Zip Code \*

6. Years Lived in Lawndale \*

7. Employer Information (Employer Name, Address and Phone number)

8. Educational Background/Degrees, Licenses or Special Certificates Held \*

9. List any other committees/commissions or organizations (professional, technical, community services) on which you have served and the year(s) of service:

PTA President, PTA VP of Membership, PTA Volunteer, Lawndale Elementary School District - District Office Administrative Assistant (Clerical Sub), Classroom Volunteer at Twain Elementary, Girl Scout Troop Co-Leader

10. State why you wish to serve and why you believe you are qualified for the position (optional: email supportive documents such as a resume or bio to [cityclerk@lawndalecity.org](mailto:cityclerk@lawndalecity.org)). \*

As a native Lawndalian with a deep-rooted connection to the community, I am eager to serve on the Planning Commission and the Beautification Committee to help shape the future of our city. With a strong foundation in higher education, I bring a thoughtful, informed perspective to planning and development, ensuring that our growth remains sustainable and responsible.

Throughout my years of involvement in community activities, I have gained a clear understanding of the unique needs and aspirations of our residents. I am committed to fostering collaboration and building partnerships among local stakeholders, with the goal of improving our city while preserving its character. My passion for Lawndale is matched only by my belief that thoughtful planning, beautification, and community-centered decision-making are key to creating a vibrant, thriving environment for future generations.

Serving on the Beautification Committee would be an incredible opportunity to contribute to the thoughtful development and enhancement of our city, ensuring that Lawndale grows in a way that respects its past while looking toward a bright, sustainable future for all of its residents.

11. Optional additional information (biography, resume, experience, etc.)

With a strong foundation in sales and human resources, I have spent the majority of my career cultivating and expanding business relationships—ranging from independently owned companies to Fortune 500 firms. My success has been rooted in strategic networking and consistently delivering measurable results. In 2015, I embraced my entrepreneurial spirit and launched my own recruiting business, driven by a mission to connect talented individuals with meaningful job opportunities across Los Angeles County.

This venture not only deepened my leadership abilities but also reinforced my commitment to community impact. My approach has always been people-centered, focused on seeing long-term potential, setting clear goals, and executing strategic plans to bring visions to life. Through these experiences, I've developed a proven track record of aligning business objectives with human potential to drive sustainable growth.

12. References (include name and phone number)

1. Angie Diaz [REDACTED] 2. Chris Guevarra [REDACTED] 3. Brenda Blas, LESD District Human Resources [REDACTED] 4. Can Provide Letters of Recommendation as well.

13. I understand, acknowledge, and agree that my digital submission of this application serves to certify that this application is complete and true in all respects and understand that any falsification or omission may be cause for disqualification. I understand and agree to the following: a) that I am disqualified from appointment to any advisory body if I am a relative of a councilmember, a city employee or a person appointed to the same advisory body to which I am applying; b) that I have not served as a Councilmember in less than a year (Planning and Parks only); c) that any or all information on this form may be verified; d) that this document is a public record subject to disclosure under the Public Records Act; and e) that, if I am appointed, I will be required to submit to a background check by the City. The City of Lawndale advises the public, employees and job applicants that it does not discriminate on the basis of race, color, religion, national origin, sex, age or handicap status in providing its services, programs, benefits and employment. By signing below you affirm the statement above.

Full Name (Signature) \*

[REDACTED]

14. Date \*

5/13/2025



## View results

Respondent

1029

Anonymous

12:00

Time to complete

### 1. Full name \*

Karla Velazco

### 2. Applying for Appointment to (check all boxes that apply, you can select more than one): \*

- Planning Commission
- Parks, Recreation & Social Services Commission
- Beautification Committee
- Senior Citizen Advisory Committee
- Personnel Board

3. Phone number \*

4. Email address \*

5. Home Address, City & Zip Code \*

6. Years Lived in Lawndale \*

7. Employer Information (Employer Name, Address and Phone number)

8. Educational Background/Degrees, Licenses or Special Certificates Held \*

9. List any other committees/commissions or organizations (professional, technical, community services) on which you have served and the year(s) of service:

No answer provided.

10. State why you wish to serve and why you believe you are qualified for the position (optional: email supportive documents such as a resume or bio to [cityclerk@lawndalecity.org](mailto:cityclerk@lawndalecity.org)). \*

I would love to have a chance to change career. They probably other people with more experience and education than me but I am lucky to be a person with common sense that can helped me to be successful in all my past jobs and life in general.

11. Optional additional information (biography, resume, experience, etc.)

No answer provided.

12. References (include name and phone number)

Brandon Lopez  
[REDACTED]

13. I understand, acknowledge, and agree that my digital submission of this application serves to certify that this application is complete and true in all respects and understand that any falsification or omission may be cause for disqualification. I understand and agree to the following: a) that I am disqualified from appointment to any advisory body if I am a relative of a councilmember, a city employee or a person appointed to the same advisory body to which I am applying; b) that I have not served as a Councilmember in less than a year (Planning and Parks only); c) that any or all information on this form may be verified; d) that this document is a public record subject to disclosure under the Public Records Act; and e) that, if I am appointed, I will be required to submit to a background check by the City. The City of Lawndale advises the public, employees and job applicants that it does not discriminate on the basis of race, color, religion, national origin, sex, age or handicap status in providing its services, programs, benefits and employment.

By signing below you affirm the statement above.

Full Name (Signature) \*

[REDACTED]

14. Date \*

2/11/2026



26 FEB 11 5:18 PM

## View results

Respondent

1028

Anonymous

26:27

Time to complete

### 1. Full name \*

Carolina Aguayo

### 2. Applying for Appointment to (check all boxes that apply, you can select more than one): \*

- Planning Commission
- Parks, Recreation & Social Services Commission
- Beautification Committee
- Senior Citizen Advisory Committee
- Personnel Board

3. Phone number \*

[Redacted]

4. Email address \*

[Redacted]

5. Home Address, City & Zip Code \*

[Redacted] Lawndale 90260

6. Years Lived in Lawndale \*

5

7. Employer Information (Employer Name, Address and Phone number)

Current Employment Status:  
Currently unemployed (relocated to Lawndale, CA)

Most Recent Employer:  
Priority Care Staffing  
[Redacted]  
New York, NY 10018  
[Redacted]

## 8. Educational Background/Degrees, Licenses or Special Certificates Held \*

High School Diploma  
[Leuzinger High School, Lawndale, CA]  
Year Graduated: [2019]

Associate of Science in Business (In Progress)  
[Santa Monica College, Santa Monica, CA]  
Expected Completion: ["In Progress"]

## 9. List any other committees/commissions or organizations (professional, technical, community services) on which you have served and the year(s) of service:

Friendly Circles (Non-Profit Organization)

Years of Service: 2019–2020

Served as Administrative Support and Social Media Coordinator. Managed general administrative duties, assisted with community outreach and canvassing efforts to increase engagement, designed the organization's brand identity, and supported morale-building initiatives. Contributed to increasing community awareness and participation through digital content and promotional efforts.

International Foundation for Spiritual Unfoldment (IFSU)

Years of Service: 2020–2021

Provided administrative support and assisted with organizational outreach efforts. Managed social media communications to promote events and initiatives, encouraged community involvement, and supported sponsorship development efforts to increase visibility and funding opportunities.

Note: The founders of both organizations have since passed away; therefore, contact information is unavailable.

10. State why you wish to serve and why you believe you are qualified for the position (optional: email supportive documents such as a resume or bio to [cityclerk@lawndalecity.org](mailto:cityclerk@lawndalecity.org)). \*

I wish to serve on the Beautification Committee because I care about the appearance, pride, and sense of community in Lawndale. After recently relocating back to the area, I am looking for meaningful ways to become more involved and contribute positively to the community. I believe small improvements and community-driven initiatives can make a significant difference in how residents feel about where they live.

Through my Non-Profit background in administrative support, organization, and community engagement, I have developed strong planning, communication, and coordination skills. I have experience assisting with outreach efforts, organizing initiatives, supporting promotional activities, and helping bring ideas to execution. I am dependable, detail-oriented, and comfortable collaborating with others to accomplish shared goals.

I would be honored to contribute my time, creativity, and organizational skills to support community events such as Clean Up Week, holiday programs, and recognition initiatives that celebrate improvements within our city. I am enthusiastic about sharing ideas, volunteering my time, and working as part of a team to enhance the overall appearance and spirit of Lawndale.

11. Optional additional information (biography, resume, experience, etc.)

I recently relocated back to Lawndale after living and working in New York City for several years. Professionally, I have experience in finance and administrative operations, where I developed strong organizational, communication, and project coordination skills. I have also volunteered with nonprofit organizations, assisting with community outreach, social media coordination, branding initiatives, and event promotion.

I value community pride and believe that beautification efforts play an important role in fostering connection and civic engagement. I am committed to contributing my time and energy to support the Committee's goals.

12. References (include name and phone number)

Diego Sanches (Lifelong Friend)  
Tax Preparer, Charles Schwab  
[REDACTED]

Elliot Klein (Former Coworker)  
HR Manager, All My Children Day Care & Nursery Schools  
[REDACTED]

Irma Graciano (Relative)  
Office of the Registrar, Loyola Marymount University  
[REDACTED]

13. I understand, acknowledge, and agree that my digital submission of this application serves to certify that this application is complete and true in all respects and understand that any falsification or omission may be cause for disqualification. I understand and agree to the following: a) that I am disqualified from appointment to any advisory body if I am a relative of a councilmember, a city employee or a person appointed to the same advisory body to which I am applying; b) that I have not served as a Councilmember in less than a year (Planning and Parks only); c) that any or all information on this form may be verified; d) that this document is a public record subject to disclosure under the Public Records Act; and e) that, if I am appointed, I will be required to submit to a background check by the City. The City of Lawndale advises the public, employees and job applicants that it does not discriminate on the basis of race, color, religion, national origin, sex, age or handicap status in providing its services, programs, benefits and employment.  
By signing below you affirm the statement above.

Full Name (Signature) \*

[REDACTED]

14. Date \*

2/11/2026 

## View results

Respondent

1027 Anonymous

15:07

Time to complete

### 1. Full name \*

Lacrecia Pitts

### 2. Applying for Appointment to (check all boxes that apply, you can select more than one): \*

- Planning Commission
- Parks, Recreation & Social Services Commission
- Beautification Committee
- Senior Citizen Advisory Committee
- Personnel Board

3. Phone number \*

4. Email address \*

5. Home Address, City & Zip Code \*

6. Years Lived in Lawndale \*

7. Employer Information (Employer Name, Address and Phone number)

8. Educational Background/Degrees, Licenses or Special Certificates Held \*

9. List any other committees/commissions or organizations (professional, technical, community services) on which you have served and the year(s) of service:

10. State why you wish to serve and why you believe you are qualified for the position (optional: email supportive documents such as a resume or bio to [cityclerk@lawndalecity.org](mailto:cityclerk@lawndalecity.org)). \*

I have a passion for my community and I am an excellent project manager who is passionate about earths environment, children and thriving communities.

11. Optional additional information (biography, resume, experience, etc.)

My Bachelors degree in business is also a specialty in hospitality, sports, entertainment management. I had been in management for years and have volunteered at the Salvation Army, and mental health facilities. My background in law as a paralegal also ensures alignment with the do's and don't

12. References (include name and phone number)

Debra Moore: [REDACTED]  
James Pearman: [REDACTED]  
Saul Lankster: [REDACTED]

13. I understand, acknowledge, and agree that my digital submission of this application serves to certify that this application is complete and true in all respects and understand that any falsification or omission may be cause for disqualification. I understand and agree to the following: a) that I am disqualified from appointment to any advisory body if I am a relative of a councilmember, a city employee or a person appointed to the same advisory body to which I am applying; b) that I have not served as a Councilmember in less than a year (Planning and Parks only); c) that any or all information on this form may be verified; d) that this document is a public record subject to disclosure under the Public Records Act; and e) that, if I am appointed, I will be required to submit to a background check by the City. The City of Lawndale advises the public, employees and job applicants that it does not discriminate on the basis of race, color, religion, national origin, sex, age or handicap status in providing its services, programs, benefits and employment.

By signing below you affirm the statement above.

Full Name (Signature) \*

14. Date \*

25 JUN 9 3:47PM

## View results

Respondent

27

Anonymous

11:13

Time to complete

### 1. Full name \*

Josh Mata

### 2. Applying for Appointment to (check all boxes that apply, you can select more than one): \*

- Planning Commission
- Parks, Recreation & Social Services Commission
- Beautification Committee
- Senior Citizen Advisory Committee
- Personnel Board

3. Phone number \*

[REDACTED]

4. Email address \*

[REDACTED]

5. Home Address, City & Zip Code \*

[REDACTED] Lawndale, CA

6. Years Lived in Lawndale \*

25

7. Employer Information (Employer Name, Address and Phone number)

CTG Construction, Inc - [REDACTED]

8. Educational Background/Degrees, Licenses or Special Certificates Held \*

Broker License (Real Estate)

9. List any other committees/commissions or organizations (professional, technical, community services) on which you have served and the year(s) of service:

[REDACTED]

10. State why you wish to serve and why you believe you are qualified for the position (optional: email supportive documents such as a resume or bio to [cityclerk@lawndalecity.org](mailto:cityclerk@lawndalecity.org)). \*

I wish to serve on the Beautification Committee because I care deeply about the appearance, health, and pride of our community. I believe that well-maintained and thoughtfully designed public spaces enhance not only the visual appeal of our city but also the quality of life for its residents. I bring a strong sense of creativity, attention to detail, and a commitment to community improvement. Whether it's organizing clean-up efforts, supporting green space initiatives, or collaborating on local projects, I take a hands-on, solution-oriented approach and value teamwork. I'm excited for the opportunity to contribute to the positive growth and beautification of our city.

11. Optional additional information (biography, resume, experience, etc.)

12. References (include name and phone number)

Sachiko Ashe



13. I understand, acknowledge, and agree that my digital submission of this application serves to certify that this application is complete and true in all respects and understand that any falsification or omission may be cause for disqualification. I understand and agree to the following: a) that I am disqualified from appointment to any advisory body if I am a relative of a councilmember, a city employee or a person appointed to the same advisory body to which I am applying; b) that I have not served as a Councilmember in less than a year (Planning and Parks only); c) that any or all information on this form may be verified; d) that this document is a public record subject to disclosure under the Public Records Act; and e) that, if I am appointed, I will be required to submit to a background check by the City. The City of Lawndale advises the public, employees and job applicants that it does not discriminate on the basis of race, color, religion, national origin, sex, age or handicap status in providing its services, programs, benefits and employment.

By signing below you affirm the statement above.

Full Name (Signature) \*



14. Date \*

6/9/2025 

# View results

Respondent

26

Anonymous

23:48

Time to complete

## 1. Full name \*

Jessica Rocha

## 2. Applying for Appointment to (check all boxes that apply, you can select more than one): \*

- Planning Commission
- Parks, Recreation & Social Services Commission
- Beautification Committee
- Senior Citizen Advisory Committee
- Personnel Board

3. Phone number \*

[REDACTED]

4. Email address \*

[REDACTED]

5. Home Address, City & Zip Code \*

[REDACTED] Lawndale, 90260

6. Years Lived in Lawndale \*

28 years

7. Employer Information (Employer Name, Address and Phone number)

Los Angeles County Metropolitan Transit Agency (Art Department)  
[REDACTED]

8. Educational Background/Degrees, Licenses or Special Certificates Held \*

Art History, BA from CSU, Long Beach

9. List any other committees/commissions or organizations (professional, technical, community services) on which you have served and the year(s) of service:

N/A

10. State why you wish to serve and why you believe you are qualified for the position (optional: email supportive documents such as a resume or bio to [cityclerk@lawndalecity.org](mailto:cityclerk@lawndalecity.org)). \*

Hi! I wish to serve because I would like to give back to the community of Lawndale. I've been a resident since my mom, me and my siblings moved here in Fall 1997. I've seen it grow as the beautiful city that it is and would love to contribute to the culture. I am so excited to know that EsMOA has made its home here, as it is the first art gallery here in Lawndale! I love to see power boxes covered in art. I would like to help in the City's Art in Public Spaces program.

11. Optional additional information (biography, resume, experience, etc.)

12. References (include name and phone number)

13. I understand, acknowledge, and agree that my digital submission of this application serves to certify that this application is complete and true in all respects and understand that any falsification or omission may be cause for disqualification. I understand and agree to the following: a) that I am disqualified from appointment to any advisory body if I am a relative of a councilmember, a city employee or a person appointed to the same advisory body to which I am applying; b) that I have not served as a Councilmember in less than a year (Planning and Parks only); c) that any or all information on this form may be verified; d) that this document is a public record subject to disclosure under the Public Records Act; and e) that, if I am appointed, I will be required to submit to a background check by the City. The City of Lawndale advises the public, employees and job applicants that it does not discriminate on the basis of race, color, religion, national origin, sex, age or handicap status in providing its services, programs, benefits and employment.

By signing below you affirm the statement above.

Full Name (Signature) \*

14. Date \*



## CITY OF LAWNDALE

14717 BURIN AVENUE, LAWNDALE, CALIFORNIA 90260  
PHONE [\(310\) 973-3200](tel:(310)973-3200) ♦ <https://www.lawndalecity.ca.gov>

DATE: March 2, 2026

TO: Honorable Mayor and City Council

FROM: Raylette Felton, Interim City Manager  
Gregory M. Murphy, City Attorney

SUBJECT: **Request for Approval of Professional Services Agreement for Executive Recruitment Services with Bob Murray & Associates**

### BACKGROUND

At the February 2, 2026, regular meeting, City Council discussed proposals received from experienced executive recruitment firms to complete a comprehensive City Manager recruitment process, in response to the City Manager vacancy. During this meeting, City Council identified two firms (Bob Murray & Associates and Tripepi Smith Talent Solutions) for further consideration and selection interviews. As a result, the two firms were invited to a Special City Council meeting that was held on February 23, 2026.

During the February 23rd special meeting, City Council met in closed session, separately, with both Tripepi Smith Talent Solutions and Bob Murray & Associates, to further consider submitted proposals and ask questions relevant to the ultimate selection of the City Manager. After careful consideration, City Council selected Bob Murray & Associates and directed staff to begin the process of negotiating a contract service agreement for execution.

### STAFF REVIEW

Bob Murray & Associates has more than 20 years of public sector recruitment experience and is well known for providing executive recruiting services. The firm recently successfully completed City Manager recruitment's for both full-service and contract cities, including Vernon, San Marino, Cathedral City, Irvine, Ventura, and Murrieta. The firm's recruitment approach includes gaining a thorough understanding the City's needs and designing a process that will allow the City Council to evaluate and select the best candidate for the City of Lawndale. The anticipated timeline for completion is approximately fourteen (14) weeks.

Bob Murray & Associates has proposed a comprehensive professional services fee of \$28,000, which includes expenses. The firm also offers optional services at an additional cost, to include stakeholder meetings (\$250 each), online survey's (\$500 each), and additional on-site meeting days (\$1,500 per day). To accommodate the professional services fee and any potential optional services, staff recommends that the City Council authorize a contract amount not exceed \$35,000. The firm also provide a 12-month placement guarantee. Should the selected candidate separates within a 12 months, Bob Murray & Associates will conduct a new recruitment again at no additional professional fee, except for any related expenses. Any changes to the scope of services will be discussed and approved prior to implementation.

### LEGAL REVIEW

The City Attorney's office has reviewed the agreement and approved it to form.

### FISCAL IMPACT

Funding for this professional service was appropriated during the Fiscal Year 2025-2026 process and has been allocated to the Administrative Services Recruitment line item 100-150-510.800. No additional budget appropriation will be needed.

## RECOMMENDATION

Staff recommends that the City Council approve the Professional Services Agreement with Bob Murray & Associates for Executive Recruitment Services in a amount not to exceed \$35,000 in a form approved by the City Attorney's Office.

## **Attachments**

[Attachment A - Professional Services Agreement & Proposal.pdf](#)

# **ATTACHMENT A**

## PROFESSIONAL SERVICES AGREEMENT

This agreement is made by and between the City of Lawndale (the CLIENT), and Bob Murray & Associates (the CONSULTANT).

- A. Engagement: The CLIENT agrees to engage the CONSULTANT to perform the services described below, the project described as an executive recruitment for an City Manager (the Search).
- B. Services: The CONSULTANT agrees to perform certain services necessary for the completion of the search, which services shall include the following:
  - a. Develop the Candidate Profile
  - b. Develop Advertising Campaign and Recruitment Brochure
  - c. Recruit Candidates
  - d. Screen Candidates
  - e. Conduct Personal Interviews
  - f. Conduct Public Record Search
  - g. Provide Recommendation
  - h. Assist with Final Interviews
  - i. Conduct Detailed Reference Checks
  - j. Assist with Negotiations
  - k. Provide Complete Administrative Assistance

As described in the proposal dated December 8, 2025.

- C. Relationship: The CONSULTANT is an independent contractor and is not to be considered an agent or employee of the CLIENT.
- D. Compensation: As full compensation for the CONSULTANT's professional services performed here under, the CLIENT shall pay the CONSULTANT the fixed all-inclusive amount of \$28,000. This amount includes two (2) meetings on site at CLIENT's place of business between CLIENT and CONSULTANT. Additional on-site meetings will incur additional professional services fees.
- E. Compensation for Additional Services: In the event the CLIENT elects to require additional services of the CONSULTANT in addition to those described in Paragraph B, the CONSULTANT shall be compensated at an agreed-upon rate.
- F. Should a candidate recommended by our firm for the position resign or be terminated within the first 12 months of employment, we will provide the City of Lawndale with professional services to secure a replacement. Services will be provided at no cost, aside from expenses incurred on the City's behalf during the new search. We are confident in our ability to recruit outstanding candidates and do not expect the City to find it necessary to exercise this provision of our proposal.
- G. Method of Payment: The CLIENT shall be billed monthly by the CONSULTANT for the professional services completed as of that date. Expenses shall be billed and

due at the same time. Invoices shall be submitted to the following individual or department in the CLIENT organization:

Invoicing/Billing Contact (client):

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

- H. Term: The term of this agreement shall commence on **March 2, 2026**, at which time CONSULTANT shall begin work on the Search and shall continue until the Search is completed. Completion of work is defined as the CLIENT'S offer being accepted by the selected candidate.
- I. Termination: This agreement may be terminated; (a) by either party at any time for failure of the other party to comply with the terms and conditions of this Agreement; (b) by either party upon 10 days' prior written notice to the other party; or (c) upon mutual written agreement of both parties. In the event of termination, the CONSULTANT shall stop work immediately and shall be entitled to compensation for professional fees and expense reimbursement to the date of termination and for any work necessitated by that termination.
- J. Indemnity: Except for loss, damages, liability, claims, suits, costs and expenses whatsoever, including reasonable attorney's fees, caused solely by the negligence of the CLIENT, its Council, boards, commissions, officers and employees, CONSULTANT shall indemnify, defend and hold harmless the CLIENT, its Council, boards and commissions, officers, and employees from and against any and all loss, damages, liability, claims, suits, costs and expenses whatsoever, including reasonable attorney's fees, regardless of the merits or outcome of any such claim or suit arising from or in any manner connected to CONSULTANT's negligent act or omission regarding performance of services or work conducted or performed pursuant to this Agreement.
- K. Miscellaneous:
  - a. The entire agreement between the parties with respect to the subject matter hereunder is contained in this agreement.
  - b. Neither this agreement nor any rights or obligations hereunder shall be assigned or delegated by the CONSULTANT without the prior written consent of the CLIENT.
  - c. This agreement shall be modified only by written agreement duly executed by the CLIENT and the CONSULTANT.
  - d. Should any of the provisions hereunder be found to be invalid, void or voidable by a court, the remaining provisions shall remain in full force and effect.

- e. This agreement shall be governed by and construed in accordance with the laws of the State of California.
- f. All notices required or permitted under this agreement shall be deemed to have been given if and when deposited in the United States mail, properly stamped and addressed to the party for whom intended at such party's address listed below, or when delivered personally to such party. A party may change its address for notice hereunder by giving written notice to the other party.

Wherefore, the parties have entered into this agreement as of the latter of the dates stated below.

Approved:

Dated: \_\_\_\_\_, 2026

BOB MURRAY & ASSOCIATES

By: \_\_\_\_\_

Gary Phillips

Title: Executive Vice President

1544 Eureka Road, Suite 180

Roseville, CA 95661

Dated: \_\_\_\_\_, 2026

City of Lawndale, CA

By: \_\_\_\_\_

Title: \_\_\_\_\_

# **Exhibit A**

**Bob Murray & Associates Proposal for Executive Recruitment Services  
Dated December 8, 2025**



**BOB MURRAY  
& ASSOCIATES**

*Experts In Executive Search*

A Proposal to Conduct an Executive Recruitment

for the Position of

CITY MANAGER

on behalf of



1544 Eureka Road, Suite 180  
Roseville, CA 95661  
(916) 784-9080  
(916) 784-1985 fax

December 8, 2025

Mayor Robert Pullen-Miles and  
Members of the City Council  
City of Lawndale  
14717 Burin Ave.  
Lawndale, CA 90260

Submitted via email to: [rfelton@lawndale.ca.gov](mailto:rfelton@lawndale.ca.gov)

Dear Mayor Pullen-Miles:

Bob Murray & Associates is pleased to submit a proposal to conduct the City Manager recruitment for the City of Lawndale. The following details our unique qualifications and describes our systematic–yet flexible–method of identifying, recruiting, and screening outstanding candidates on your behalf. Bob Murray & Associates is proud to offer straightforward, ***all-in pricing***, eliminating surprises and making the experience simple and stress-free. This proposal includes information on our proven process, a timeline, and a guarantee.

As the premier public sector executive search firm specializing in positions that report directly to elected boards/councils, we understand the unique dynamics, high expectations, and political acumen required of leaders in these critical roles. We don't just fill positions—we ensure the candidates we present to City of Lawndale are well-aligned with your organization's goals, values, and culture. Our team is composed of experienced executive recruiters and former public-sector executives—professionals who are passionate about public service and attuned to current trends in government leadership. With over 34 years of experience and a network of more than 40,000 professionals and organizations, we've built a strong reputation for delivering exceptional candidates and achieving repeat success with our clients.

Bob Murray & Associates recognizes that we work at the pleasure of the City Council and our job is to facilitate the Council in finding the City's next City Manager. Our best practice is to establish a strong partnership with the Council, to ensure the placement of a City Manager who is ideally suited to its needs. In developing this collaborative approach, we will seek the opportunity to meet with the council members individually to discuss their expectations for the City's new City Manager. The feedback received from the council members will be essential in providing guidance when recruiting and screening candidates for the position.

Current and recent recruitments we have completed similar in scope to your upcoming search include the following:

## 2025

Monterey, CA (City Manager) - *current*  
Santa Rosa, CA (City Manager) - *current*  
Cathedral City, CA (City Manager) - *current*  
Eugene, OR (City Manager) - *current*  
Hanford, CA (City Manager) - *current*  
Apple Valley, CA (Town Manager)  
Hayward, CA (City Manager)  
Davis, CA (City Manager)  
Live Oak, CA (City Manager)  
Oakdale, CA (City Manager)  
Fowler, CA (City Manager)  
Louisville, CO (City Manager)

## 2024

Vernon, CA (City Administrator)  
Folsom, CA (City Manager)  
Murrieta, CA (City Manager)  
Aliso Viejo, CA (City Manager)  
Manhattan Beach, CA (City Manager)  
Emeryville, CA (City Manager)  
Reno, NV (City Manager)  
Clovis, CA (City Manager)  
Clayton, CA (City Manager)  
Vancouver, WA (City Manager)  
Orinda, CA (City Manager)  
Pinole, CA (City Manager)  
Novato, CA (City Manager)  
Saratoga, CA (City Manager)  
Sparks, NV (City Manager)  
Salinas, CA (City Manager)  
Pacific Grove, CA (City Manager)

## 2023

Auburn, CA (City Manager)  
Desert Hot Springs, CA (City Manager)  
Downey, CA (City Manager)  
Merced, CA (City Manager)  
Moraga, CA (City Manager)  
Pacific Grove, CA (Interim City Manager)  
Piedmont, CA (City Administrator)  
Rio Vista, CA (City Manager)  
San Bruno, CA (City Manager)  
San Marino, CA (City Manager)

San Rafael, CA (City Manager)  
San Ramon, CA (City Manager)  
Santa Clara, CA (City Manager)  
South Gate, CA (City Manager)  
Ventura, CA (City Manager)  
Winters, CA (City Manager)  
Yountville, CA (Town Manager)

We work as a team on every search at Bob Murray & Associates. Your Project Lead would be Yasmin Beers, Stacey Stevenson, or Stephanie Dietz who would not only direct and supervise the project team from beginning to end but also serve as the Recruiter for the project as well.

To learn first-hand about the quality of our services and why the majority of our engagements come from repeat and referred clients, we invite you to contact the references listed on page 15 of the attached proposal.

We look forward to your favorable consideration of our qualifications. Please do not hesitate to contact us at (916) 784-9080 with any questions.

Sincerely,



Valerie Gaeta Phillips  
President, Bob Murray & Associates

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## THE RECRUITMENT PROCESS

Bob Murray & Associates' recruiters are specialists in finding positive placements and providing security and fairness to candidates and clients while ensuring the integrity of the search process. Outlined below are the steps in our proven recruitment process, refined through our **34+ years** of experience in executive recruiting.

### STEP 1 DEVELOP THE CANDIDATE PROFILE

Our understanding of the City of Lawndale's needs will be key to a successful search. Yasmin Beers, Stacey Stevenson, or Stephanie Dietz will meet virtually with the City of Lawndale and key stakeholders to learn as much as possible about the ideal candidate for the City Manager position. Key stakeholders often include:

- Council/Board Members - up to five virtual one-on-one meetings with the Recruiter
- Internal Stakeholders (e.g. Department Heads) - up to two virtual group meetings with the Recruiter
- External Stakeholders (e.g. Chamber of Commerce, Community Groups) - one virtual one-on-one or group meetings with the Recruiter

#### *Internal and External Stakeholders*

We find that many of our clients value a recruitment process that opens the opportunity for employees, community members, business leaders, and organization representatives to provide input regarding the ideal candidate. Our recruiters are skilled in virtually facilitating group staff meetings, forums for the business community, and/or town hall meetings that provide for equitable involvement from a variety of constituencies.

If the City of Lawndale desires, we will work with the City of Lawndale to create a customized virtual community and/or staff input process. *Please note: Virtual facilitation of stakeholder meetings is included in the professional fee. On-site Recruiter facilitation is available for an additional fee - please refer to "Costs and Guarantee" on page 7 for pricing information.*

#### *Online Stakeholder Surveys*

Sometimes clients are seeking input from a wider range of stakeholders—such as community members, business leaders, and organization representatives—online surveys are ideal to solicit input regarding qualities of the ideal candidate. Our experienced recruiters excel at crafting targeted, thoughtful, open-ended questions and can design a customized survey, providing a link for easy sharing on your website. After closing, your dedicated Recruitment Coordinator will send you the survey

response data for your review and analysis. Online Surveys are available at an additional nominal cost under Optional Services (please refer to page 8).

We want to become familiar with the values and culture of the organization, as well as to understand the current and future issues, challenges, and opportunities in the City of Lawndale.

Ms. Beers, Ms. Stevenson, or Ms. Dietz will review and help define the City's wish-list regarding the ideal candidate's personality, management style, knowledge, skills, and abilities and will work with the City to identify expectations regarding education and experience. The City of Lawndale and Ms. Beers, Ms. Stevenson, or Ms. Dietz will discuss compensation, benefits, and other key information necessary to ensure that outstanding candidates are attracted to this opportunity. The profile we develop together at this stage will drive subsequent recruitment efforts.

## STEP 2 DESIGN/DISTRIBUTE BROCHURE AND ADVERTISEMENTS

Ms. Beers, Ms. Stevenson, or Ms. Dietz and your dedicated Recruitment Coordinator will use the candidate profile developed with the City of Lawndale to create a professional recruitment brochure, with the assistance of our professional graphic designer. The four-page, full-color brochure will describe the community, organization, position, ideal candidate, and compensation and will include pictures provided by the City of Lawndale that you feel best represent your organization and your community.

Upon your approval, Ms. Beers, Ms. Stevenson, or Ms. Dietz will send the brochure by email (and postal mail if desired) to a targeted audience, personally inviting potential candidates to apply for the City Manager position. We will also place the recruitment brochure on our [website](#), which attracts over 11,000 unique hits weekly and is a trusted resource for candidates seeking executive and professional positions. Two sample brochures are included in this proposal package for your reference.

Ms. Beers, Ms. Stevenson, or Ms. Dietz will also design an effective advertising campaign appropriate for the City Manager recruitment. Our broadest outreach comes through our active social media involvement on LinkedIn as well as our monthly newsletter where upcoming and current positions are featured. Sources such as *Western City Magazine*, PublicCEO, and the Careers in Government website will be used to reach an extensive local government audience, while position-specific postings will be chosen to attract candidates who have built their careers in and are committed to the City Management field.

Suggested City Manager-specific advertising sources for the City of Lawndale's search include:

- International City/County Management Association
- Lawndale Management Foundation
- League of California Cities
- Engaging Local Government Leaders Job Board
- League of Women in Government

Bob Murray & Associates does not typically place ads with job aggregators or general job posting sites such as CareerBuilder, Monster, or Indeed, as we have found that the broad reach of these sites does not necessarily lead to quality candidates for executive and professional positions.

### *Reaching Diverse Candidates*

Bob Murray & Associates, a woman- and minority-owned business, is **proud of its commitment to attracting and placing diverse candidates**. Nearly 50% of our last 100 placements were women; Hispanic placements 25%; African American placements 13%; Asian placements 21%; and Native American placements at 1%. Not only do we place advertisements with websites designed to attract minority and female candidates, but our President, Valerie Phillips, is a member herself of many diversity-focused organizations including the Local Government Hispanic Network, the League of Women in Government, the Professional Women’s Network, Mexican Professionals, and Women Leading Government. She networks frequently with fellow members to gain insight into which potential candidates are leaders in their field.

Ms. Beers, Ms. Stevenson, or Ms. Dietz will seek to reach candidates in communities and organizations with demographic profiles and populations served like that of the City of Lawndale, to maximize the potential for individuals from a wide variety of backgrounds, cultures, and life experiences to be considered for the City Manager position.

### **STEP 3 RECRUIT CANDIDATES**

The strongest candidates are often those who are successful and content in their current positions and need to be sold on a new opportunity. Our extensive network of contacts, developed through **over 2,100 successful placements**, is a primary source for identifying and obtaining referrals for these candidates. Our in-house database of 40,000 current and former executive and professional candidates is a valuable resource that can only be built over time—time that we have invested into perfecting our process for finding the right candidates for our clients. Our aggressive outreach efforts are focused on phone calls to personally invite potential applicants, answer questions, and allay any reservations, and these efforts are essential to the success of the City Manager recruitment.

#### STEP 4 SCREEN CANDIDATES

Following the closing date for the recruitment, Ms. Beers, Ms. Stevenson, or Ms. Dietz will screen all resumes we have received, using the criteria established in the candidate profile as a basis upon which to narrow the field of candidates. Internal candidates receive sensitive consideration, and Ms. Beers, Ms. Stevenson, or Ms. Dietz will discuss with the City of Lawndale how the City wishes to proceed with these candidates.

#### STEP 5 CONDUCT PRELIMINARY INTERVIEWS

Ms. Beers, Ms. Stevenson, or Ms. Dietz will personally interview the top 10 to 15 candidates from the resume screening, with the goal of determining which candidates have the greatest potential to succeed in your organization. To reduce travel-related expenses to our clients and increase efficiency in the search process, these interviews are typically conducted via Zoom, Teams, or other convenient videoconferencing applications.

#### STEP 6 SEARCH PUBLIC RECORDS

Under the direction of Ms. Beers, Ms. Stevenson, or Ms. Dietz, your dedicated Recruitment Coordinator will conduct a review of published print and online articles for each recommended candidate. Sources include Lexis-Nexis™, Google, social media, and our contacts in the field. This will alert Ms. Beers, Ms. Stevenson, or Ms. Dietz to any further detailed inquiries we may need to make before our recommendations are finalized.

#### STEP 7 MAKE RECOMMENDATIONS

Based on our findings during the preliminary interview process, Ms. Beers, Ms. Stevenson, or Ms. Dietz will meet with the City of Lawndale virtually or on site to share the complete applicant list and recommend a limited number of candidates for your further consideration. Ms. Beers, Ms. Stevenson, or Ms. Dietz will make specific recommendations and will help facilitate discussions regarding the candidate pool, but the final determination of interviewees will be up to you.

We typically recommend 6-8 candidates that we feel best match your expectations and prepare a detailed report on each candidate. This virtual "Recommended Finalist" eBook is provided to each member of the decision-making body and includes:

- Candidate list with Recommended Finalists identified in *Group 1* and *Group 2* (primary and secondary recommendations), as well as *Internal* candidates
- Summary of experience and education for each Recommended Finalist candidate
- Complete cover letter and resume for each Recommended Finalist candidate

- List of *Other Applicants* (those who did not meet minimum qualifications or were otherwise unsuitable, based on our screening process)

Bob Murray & Associates maintains all search records for a period of seven (7) years following each recruitment, and we are happy to forward cover letters and resumes for each applicant by postal mail or email as soon as the recruitment closes to new applications.

## STEP 8 FACILITATE PANEL INTERVIEWS

Our years of experience will be invaluable as we help you develop an interview process that objectively assesses the qualifications of each candidate. We will work with the City of Lawndale to craft and implement an interview approach that fits your needs. This may include panel and/or individual interviews by the City of Lawndale; key stakeholders, community/employee interview panels; writing and presentation samples; meet-and-greets; or other specialized process elements Ms. Beers, Ms. Stevenson, or Ms. Dietz helps the City of Lawndale to design.

Ms. Beers, Ms. Stevenson, or Ms. Dietz will be present on-site during the panel interviews to facilitate as necessary during the process and to guide discussion to consensus regarding final candidates. Bound interview books will be provided for each interview panel member containing:

- Recruitment brochure with candidate profile
- Interview schedule
- Suggested interview questions
- Experience summary, cover letter, resume, and rating form for each candidate
- Ranking forms for use during the panel interview process

We will work closely with your staff to coordinate and schedule interviews. Our goal is to ensure that each candidate has a positive experience, as the way the entire process is conducted will influence the final candidates' perception of your organization.

## STEP 9 CONDUCT BACKGROUND AND REFERENCE CHECKS

Ms. Beers, Ms. Stevenson, or Ms. Dietz and your Recruitment Coordinator will conduct detailed reference checks for up to two (2) final candidates. To gain an accurate and honest appraisal of the candidates' strengths and weaknesses, we will talk candidly with people who have direct knowledge of their work and management style. In addition to gaining a 360-degree view of candidates from the perspective of their supervisors, subordinates and peers for the past several years, we will make a point of speaking confidentially to individuals who may have further insight into a candidate's abilities but who may not be on their preferred list of contacts.

Your Recruitment Coordinator will work with the two (2) final candidates and our professional backgrounding firm, HireRight, to conduct credit, civil litigation, and motor vehicle record checks and verify candidates' degrees.

## STEP 10 ASSIST IN NEGOTIATIONS

We recognize the critical importance of successful negotiations and can serve as your representative during this process. Ms. Beers, Ms. Stevenson, or Ms. Dietz know what other organizations have done to put deals together with great candidates and what the current market is like for City Manager positions in organizations like the City of Lawndale's. Your Recruiter will be available to advise you regarding current approaches to difficult issues, such as housing and relocation. We will represent your interests and advise the chosen candidate and you regarding salary, benefits, and employment agreements, with the goal of putting together a deal that results in the appointment of your chosen candidate. With our proven experience and vested interest in a positive outcome, we can turn a very difficult aspect of the recruitment into one that is straightforward and agreeable for all parties involved.

## COMPLETE ADMINISTRATIVE ASSISTANCE

We receive many unsolicited testimonials each year from clients and candidates alike noting our prompt, considerate, accurate, and professional service during the search process. Throughout the recruitment, in time intervals that suit the City of Lawndale, we will provide you with updates on the status of the search and attend to all administrative details on your behalf.

Candidates receive immediate acknowledgement of their applications, as well as personal phone calls and/or emails (as appropriate) advising them of their status at each critical point in the recruitment. Candidates who receive preliminary or final interviews and are not chosen to move forward in the interview process will receive personal calls from Ms. Beers, Ms. Stevenson, or Ms. Dietz on behalf of the City of Lawndale.

It is our internal company standard that all inquiries from clients and candidates receive a response within the same business day whenever possible, and certainly within 24 hours if the inquiry is received during the work week. Ms. Beers, Ms. Stevenson, or Ms. Dietz will be available to the City of Lawndale by office phone, cell phone, and email at any time to ensure a smooth and stress-free recruitment process.

## COSTS AND GUARANTEE

### PROFESSIONAL FEE AND EXPENSES

The **all-inclusive professional services fee** for conducting the City Manager recruitment on behalf of the City of Lawndale is **\$28,000**. Services provided for in this fee consist of all steps outlined in this proposal, including design and distribution of the recruitment brochure, advertising, marketing and promotion, administrative support, public records research, comprehensive background reporting on the final candidates, postage, technology, and two days of on-site meetings. This proposal is valid for 60 days from the date of the proposal.

*Optional Services are listed below and are in addition to the professional services fee. Expense reimbursement for **Consultant travel** related to additional on-site meeting days is billed at the actual rate (airfare/mileage, lodging) and is the responsibility of the City of Lawndale.*

The professional fee does not limit the amount of time invested by Bob Murray & Associates in promoting a successful outcome for this project. In fact, our mission for this project is to ensure we assist in identifying the right candidate for the City of Lawndale. Therefore, Ms. Beers, Ms. Stevenson, or Ms. Dietz will contact the City at the first anniversary of the placement to confirm an effective transition has occurred.

### *Optional Services*

- **Additional virtual stakeholder meetings:** \$250/meeting
- **Additional on-site meeting days:** \$1,500/day/Consultant, plus travel expenses
- **Online Surveys:** \$500/each (includes preparing recommended questions, preparing and sharing the survey link, closing the survey, and sending the survey response data for your review and analysis)
- **Additional background checks:** \$300/candidate
- **Additional reference checks:** \$500/candidate
- **Additional hires:** \$9,000/candidate

## GUARANTEE

In the event a candidate recommended by our firm resigns or is terminated within the first 12 months of employment, Bob Murray & Associates will provide the City of Lawndale with professional services to secure a replacement. Services will be provided at no cost, aside from the following *reimbursable* expenses incurred on the City of Lawndale's behalf during the new search:

- Brochure design and distribution (\$695 reprint only, \$1,275 edit/reflow/reprint)(*if needed*)
- Advertising actual costs (estimated at \$2,975)
- Public records search for all new candidates (\$500)
- Background Checks (\$300/candidate)
- Reference Checks (\$500/candidate)
- Consultant travel reimbursement (if travel is needed)
- *Plus any applicable Optional Services, if desired*

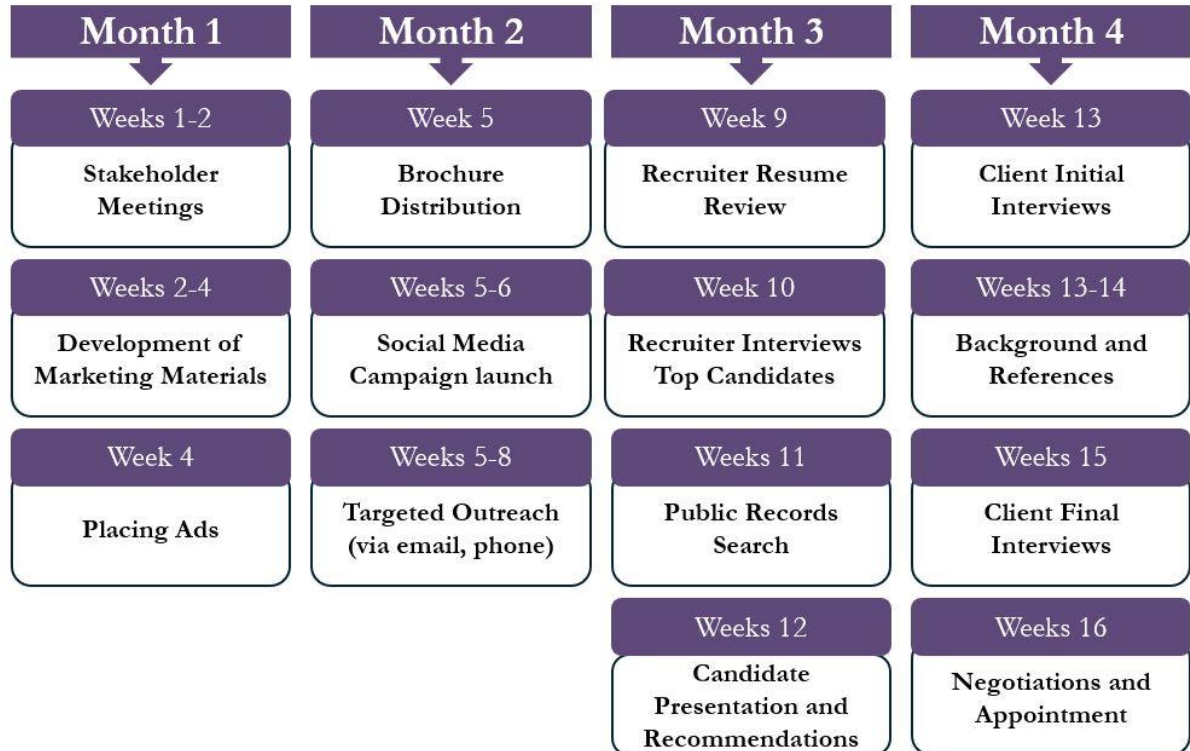
In the event that a placement is not made from the initial recruitment, Bob Murray & Associates will provide professional services to conduct one additional recruitment. Services will be provided at no cost. However, the City of Lawndale will be responsible for the *reimbursable* expenses as noted above.

We are confident in our ability to recruit outstanding candidates and do not expect the City to find it necessary to exercise this provision of our proposal.

## RECRUITMENT SCHEDULE

We are prepared to start work on this assignment upon receipt of a signed professional services agreement or other written, authorized notification. A full search can be completed in 13-16 weeks from the date of initial meetings with our client.

The final recruitment schedule will be determined in collaboration with City of Lawndale. A typical timeline of tasks and events is included here for reference.



## FIRM PROFILE

### OUR STAFF

Bob Murray & Associates is a small firm focusing exclusively on executive search services. We have a team of seventeen (17):

- Bob Murray, *Founder*
- Valerie Gaeta Phillips, *President*
- Gary Phillips, *Executive Vice President*
- Joel Bryden, *Vice President*
- Yasmin Beers, *Senior Executive Recruiter*
- Adele Fresé, *Senior Executive Recruiter*
- Stacy Stevenson, *Senior Executive Recruiter*
- Jon Lewis, *Executive Recruiter*
- Stephanie Dietz, *Executive Recruiter*
- Melanie Richardson, *Executive Recruiter*
- Jeff Mori, *Executive Recruiter*
- Michael Ishii, *Executive Recruiter*
- Ian Schmutzler, *Executive Recruiter*
- Alexandria Kopack, *Recruitment and Operations Manager*
- Kathy Lolas, *Senior Recruitment Coordinator*
- Grace Marshall, *Senior Recruitment Coordinator*
- Steph Souza, *Recruitment Coordinator*

Please see your lead recruiter's biography below:

### YASMIN BEERS, EXECUTIVE VICE PRESIDENT & EXECUTIVE RECRUITER



Yasmin Beers brings over 33 years of municipal government experience to Bob Murray and Associates. Yasmin retired as the City Manager for Glendale with a population of over 200,000. She served as Chief Executive Officer overseeing close to 2,000 employees serving in Police, Fire, Public Works, Parks, Community Development, Library Arts & Culture, Innovation Performance & Audit, and Water & Power to name a few.

Yasmin's three decades of experience in public service brings extensive background in public sector finance, human resources management, contract negotiations, strategic planning & organizational leadership, policy development, emergency response & planning, team building and performance improvement. Throughout her career, Yasmin has had a great deal of experience in recruiting, selecting and hiring employees for executive and management level positions with a focus on the organizational needs and culture.

Yasmin currently serves on the Glendale Memorial Hospital Community Board of Directors and the Advisory Board for Village Christian School. Yasmin is a past member of Soroptimist International of Glendale where she served as President in 1999/2000. She is a past board member of Glendale Healthy Kids, Salvation Army and the American Red Cross. In 2011 the Glendale Chamber of Commerce recognized Yasmin as Woman of the Year; in 2013 she was the recipient of The Armenian American Woman of Excellence Award; in 2014 Yasmin was recognized by the Glendale Educational Foundation for her distinguished service and philanthropic efforts; in 2015, YWCA awarded Yasmin with the Heart & Excellence Award; in 2017, she was recognized by Business Life Magazine as a Women Achiever; and in 2018 the California State Senate recognized Yasmin as one of the Woman of the Year, each a tribute to her core values that represent her civic responsibilities, volunteerism and community service.

Yasmin has a Bachelor of Arts degree in Political Science from California State University, Northridge and a Master's degree in Organizational Leadership from Woodbury University.

#### STACEY STEVENSON, SENIOR EXECUTIVE RECRUITER



In Ms. Stevenson's 32 years of service in municipal government, she worked for the California cities of San Diego, National City, and Murrieta. Ms. Stevenson began her professional career in City of San Diego as a Personnel Analyst and went on to work in the Personnel, Metropolitan Wastewater, Engineering, and Contracting departments; as well as the City Manager's office, progressing from Analyst to Deputy Director. She also assumed special projects such as the creation and opening of the City's neighborhood service centers and Liaison to the City Council.

From San Diego she joined the City of National City where she served as the Director of Human Resources, the Director of Administrative Services, and Deputy City Manager. She oversaw Community Services, Finance, Human Resources, and Information Technology; and managed special projects such as the balloting and passage of the City's local sales tax and the implementation of a new payroll module.

In the City of Murrieta, Ms. Stevenson served as Administrative Services Director and Deputy City Manager, again overseeing Community Services, Finance, Human Resources, and Information Technology, and managing special projects. Ms. Stevenson has also served as a commissioner on both the Child Care and Civil Service Commissions for the City of Chula Vista.

Ms. Stevenson holds a Bachelor's degree in Industrial Organizational Psychology as well as a Master of Business Administration degree with an emphasis in Human Resource Management.

#### STEPHANIE DIETZ, EXECUTIVE RECRUITER



Stephanie Dietz brings over 20 years of municipal and public agency experience to Bob Murray and Associates. Stephanie retired as the City Manager for the City of Merced, a City with a population of nearly 100,000 and the newest University of California campus. She served as the Chief Executive Officer overseeing more than 500 employees who provided services within the areas of Police, Fire, Development and Inspection Services, Engineering, Public Works, Parks & Recreation, Arts & Culture, Housing, and the Office of Neighborhood Safety.

For 20 years, Stephanie garnered experience across city and county governments, along with the University of California, specializing in public finance and budgeting, human resources, labor relations, strategic planning, public safety, water management, redistricting, and leading city-initiated sales tax and charter ballot initiatives. Her professional career saw great success, with projects that included the construction of a new municipal airport terminal, the award of several state and federal grants to construct 850 affordable housing units, and the annexation of UC Merced. Throughout her professional career, she has been responsible for recruiting and retaining executive-level leaders who reflect the culture of their communities while fostering a spirit of innovation.

Stephanie serves on the Merced Irrigation District Board, on the Merced College Foundation Board, and as an Advisory Board Member for the Central California Small Business Development Center. In 2023, Stephanie was recognized by the California State Assembly as Woman of the Year for her innovative solutions in affordable housing and transportation and her pioneering spirit as the first female City Manager for the City of Merced. Stephanie also volunteers on the boards of several local non-profits that support youth sports and local FFA chapters, ensuring students have the community support needed to be successful.

Stephanie holds a Bachelor of Arts in Liberal Arts with a Minor in Mathematics from California State University, Fresno, and a Master of Arts in English from National University.

## *CORPORATION*

Bob Murray & Associates was founded in May 2000 and operated under the corporation name MBN Services, Inc. until June 2014; our new corporation name is GVP Ventures, Inc., incorporated in California in 2014. Contact information for the corporation and the firm is as follows:

GVP Ventures, Inc. OR Bob Murray & Associates  
1544 Eureka Road, Ste. 180  
Roseville, CA 95661  
(916) 784-9080  
apply@bobmurrayassoc.com

Our corporation and firm are financially sound (and have been so since 2000), with documentation from our accountant available to your organization prior to final execution of a professional service agreement. We have never been involved in any litigation, aside from our personnel serving as expert witnesses when called to do so.

## *PROFESSIONAL ASSOCIATIONS*

Our firm, represented by either our President or our Executive Vice President, are involved in the following organizations to remain engaged with current and future issues relevant to the work we conduct on behalf of clients like City of Lawndale:

- California Special Districts Association
- Lawndale Management Foundation (CCMF)
- Engaging Local Government Leaders (ELGL)
- International City/County Management Association (ICMA)
- International Network of Asian Public Administrators (I-NAPA)
- League of California Cities
- League of Women in Government
- Municipal Management Association of Northern California (MMANC)
- Municipal Management Association of Southern California (MMASC)
- National Forum for Black Public Administrators (NFBPA)

Members of our leadership team not only attend events sponsored by these associations but are also frequently called upon to serve as panel members and to provide specialized lectures regarding industry-specific issues. Recent and upcoming speaking engagements and trainings provided by our staff include:

- "Role of the Chief" class, annually presented by Jon Lewis on behalf of the California Police Chiefs Association;
- MMANC and MMASC annual mock interviews;
- Annual League of California Cities Booth; and
- Annual League of California Cities City Manager's Conference (City Manager hosted event).

## REFERENCES

Clients and candidates are the best testament to our ability to conduct quality searches. Clients for whom Bob Murray & Associates has recently conducted similar searches are listed below:

**CLIENT:** City of Murrieta  
**POSITION:** City Manager  
**REFERENCE:** Ms. Kim Summers, Former City Manager  
(960) 900-6020  
Rosa Vega, Assistant to the City Manager  
(951) 461-6010

**CLIENT:** Town of Apple Valley, CA  
**POSITION:** Director of Planning  
**POSITION:** Director of Finance  
**POSITION:** Town Manager  
**REFERENCE:** Ms. Kristine Shoup, Human Resources Manager  
(760) 240-7052

**CLIENT:** City of Hayward, CA  
**POSITION:** City Manager  
**REFERENCE:** Mayor Mark Salinas  
(510) 583-4593

*We appreciate the City of Lawndale's consideration of our proposal and look forward to working with you.*





## CITY OF LAWNDALE

14717 BURIN AVENUE, LAWNDALE, CALIFORNIA 90260  
PHONE (310) 973-3200 ♦ <https://www.lawndalecity.ca.gov>

DATE: March 2, 2026

TO: Honorable Mayor and City Council

FROM: Raylette Felton, Interim City Manager

PREPARED BY: Grace Huizar, Senior Management Analyst

SUBJECT: **Public Hearing to Consider Republic Services Proposed 2026 Refuse Collection Rates and Adopt Resolution No. CC-2603-004 Establishing 2026 Refuse Collection Rates**

### BACKGROUND

The Integrated Solid Waste Management Services Franchise Agreement with Republic Services is the City's largest public works contract and directly impacts all residents and businesses. The City Council approved the agreement in August 2019. It took effect on January 1, 2020, and is scheduled to expire on December 31, 2026, with an option for the City to extend the agreement for an additional 24 months.

The base trash collection rate is adjusted each year based on changes in industry costs. Under the franchise agreement, Republic Services may request an annual rate adjustment using the change in the Consumer Price Index (CPI) for Trash and Garbage Collection, as published by the U.S. Department of Labor's Bureau of Labor Statistics. The adjustment is calculated using the average annual CPI change for the 12-month period ending the prior June.

When the annual rate adjustment results in a proposed increase, the City must follow the requirements of Proposition 218, also known as the "Right to Vote on Taxes Act of 1996." Proposition 218 limits how local governments may increase fees without property owner consent. It requires that refuse collection fees not exceed the actual cost of providing the service. Before adopting a new fee or increasing an existing one, the City must provide written notice to affected property owners of record and, when applicable, tenants who are billed directly for solid waste services.

Solid waste rate increases are subject to a "majority protest" process. If more than fifty percent (50%) plus one of the affected parcels submit a written protest or protest in person at the public hearing, the proposed rate increase cannot be implemented.

The City currently provides solid waste services to approximately 12,347 parcels. For the proposed rates to be approved, the City must receive fewer than 6,175 protests, which represents a majority protest of fifty percent (50%) plus one. If a majority protest is not received, the City Council may adopt the proposed rate increases, which would take effect on January 1, 2026. Any new fee or fee increase must be formally adopted by City Council through a resolution; see Attachment B.

### STAFF REVIEW

On October 21, 2025, Republic Services submitted a request for a rate increase for calendar year 2026, as allowed under the franchise agreement. Staff reviewed the request, verified the rate adjustment formula, and confirmed the accuracy of the calculations. The requested rate increase is 4.5 percent. If approved, the increase would apply to all residential, commercial, and multi-family solid waste and recycling rates effective January 1, 2026; see Attachment A.

Proposition 218 requires that property owners, or those responsible for paying the refuse bill, receive written notice at least 45 days prior to a public hearing to allow them the opportunity to protest a proposed fee increase. At the January 5, 2026, City Council meeting, the City Council set March 2, 2026, as the date for the public hearing. The Proposition 218 Notice and Protest Ballot was mailed to all property owners on January 7, 2026. If a majority protest is not received, the City Council retains final authority to approve the proposed rate structure for calendar year 2026.

**Residential Rates**

The proposed 2026 residential rates reflect a net overall increase of 4.5 percent. The chart below compares the proposed 2026 residential cart rates with the current 2025 rates.

	<b>2025</b>	<b>2026</b>
<b>Residential Rates</b>		
35 gallon cart	\$27.37	\$28.60
65 gallon cart	\$32.54	\$34.00
95 gallon cart	\$37.70	\$39.40

**Senior Discount Rate**

35 gallon cart	\$23.27	\$24.32
65 gallon cart	\$27.66	\$28.90
95 gallon cart	\$32.06	\$33.50

The Senior Discount is available to residents age 65 and older who are the head of household and receive residential cart collection services. To qualify, applicants must submit a completed application, along with proof of age and residency, to the Public Works Department for review and approval.

**Commercial and Multi-Family Rates**

The proposed 2026 commercial and multifamily rates reflect a net overall increase of 4.5 percent. The chart below compares the proposed 2026 rates for a commonly used three-yard bin with the current 2025 rates.

**Commercial and Multi-Family Rates**

<b>3 Yard Bin/ Pickups Per Week</b>							<b>Extra Pickups  (per pickup)</b>
	1	2	3	4	5	6	
<b>2025 Rates</b>	\$261.25	\$470.24	\$681.83	\$888.23	\$1,097.19	\$1,316.64	\$61.25

**2026 Rates**    \$273.01    \$491.40    \$712.51    \$928.20    \$1,146.56    \$1,375.89    \$64.01

Staff has reviewed the proposed solid waste collection rates and finds them to be consistent with the terms of the franchise agreement. If the proposed rate increase is authorized by the ratepayers through the Proposition 218 process and approved by the City Council, staff will notify Republic Services of the official approval to implement the rates and proceed with direct billing for residential, multifamily, and commercial customers.

LEGAL REVIEW

The City Attorney has reviewed and approved Resolution No. CC-2603-004 as to form.

FISCAL IMPACT

This item has no fiscal impact on the City's budget.

RECOMMENDATION

Staff recommends that the City Council 1.) Open the public hearing, receive testimony, and close the public hearing; and 2.) Adopt by title only Resolution No. CC-2603-004

**Attachments**

[Attachment A - Proposed 2026 Rates.pdf](#)

[Attachment B - Resolution 2603-004.pdf](#)

Attachment A

# City of Lawndale Refuse and Recycling Rates 2026

## RESIDENTIAL MONTHLY RATES

Rates: January 1, 2026 to December 31, 2026

### Standard Service

35-Gallon Cart - Standard Service	\$ 28.60
65-Gallon Cart - Standard Service	\$ 34.00
95-Gallon Cart - Standard Service	\$ 39.40
Additional Refuse Cart - above one	
35-Gallon Cart	\$ 6.14
65-Gallon Cart	\$ 9.23
95-Gallon Cart	\$ 12.31
Additional Recycling Cart - above two	
35-Gallon Cart	\$ 3.09
60-Gallon Cart	\$ 3.09
90-Gallon Cart	\$ 3.09
Additional Organics Materials Cart - above one	
35-Gallon Cart	\$ 3.09
65-Gallon Cart	\$ 3.09
95-Gallon Cart	\$ 3.09

### Seniors (65 years of age and older whom are head of household)

35-Gallon Cart - Standard Service	\$ 24.32
65-Gallon Cart - Standard Service	\$ 28.90
95-Gallon Cart - Standard Service	\$ 33.50
Additional Refuse Cart - above one	
35-Gallon Cart	\$ 5.20
65-Gallon Cart	\$ 7.86
95-Gallon Cart	\$ 10.47
Additional Recycling Cart - above two	
35-Gallon Cart	\$ 2.62
60-Gallon Cart	\$ 2.62
90-Gallon Cart	\$ 2.62
Additional Organics Materials Cart - above one	
35-Gallon Cart	\$ 2.62
60-Gallon Cart	\$ 2.62
90-Gallon Cart	\$ 2.62

### Additional Charges

Additional Overage Pickup - Per Pickup (in excess of 2 per year)	\$ 7.67
Single-Family: Bulky Item Pickup - Per Item (in excess of 6 pickups per year)	\$ 30.78
Multi-Family: Bulky Item Pickup - Per Item (in excess of 6 pickups per year)	\$ 30.78

## RESIDENTIAL MONTHLY RATES (cont.)

### Additional Charges

Cart Exchange - Per Request	\$ 23.05
Re-Start Fee (for service discontinued due to non-payment)	\$ 23.05
Contamination Fee	\$ 40.69
Landscaper Yard Waste Disposal - Rate per ton at American Waste Transfer Station	\$ 86.02

## COMMERCIAL / MULTI-FAMILY MONTHLY REFUSE BIN RATES (INCLUDES RECYCLING AND ORGANICS)

### Service

Rates: January 1, 2026 to December 31, 2026

#### 96-gallon

1 day per week	\$ 125.18
2 days per week	\$ 225.32
3 days per week	\$ 326.73
4 days per week	\$ 425.65
5 days per week	\$ 525.77
6 days per week	\$ 630.90
Extra pickup	\$ 43.63

#### 1 cubic yard

1 day per week	\$ 184.09
2 days per week	\$ 331.36
3 days per week	\$ 480.49
4 days per week	\$ 625.93
5 days per week	\$ 773.16
6 days per week	\$ 927.81
Extra pickup	\$ 55.27

#### 1.5 cubic yard

1 day per week	\$ 196.16
2 days per week	\$ 353.01
3 days per week	\$ 511.87
4 days per week	\$ 666.76
5 days per week	\$ 823.73
6 days per week	\$ 988.42
Extra pickup	\$ 57.45

#### 2 cubic yard

1 day per week	\$ 230.11
2 days per week	\$ 414.22
3 days per week	\$ 600.60
4 days per week	\$ 782.35
5 days per week	\$ 966.45
6 days per week	\$1,159.77
Extra pickup	\$ 59.62

<b>3 cubic yard</b>	
1 day per week	\$ 273.01
2 days per week	\$ 491.40
3 days per week	\$ 712.51
4 days per week	\$ 928.20
5 days per week	\$1,146.56
6 days per week	\$ 1,375.89
Extra pickup	\$ 64.01
<b>3 cubic yard with compactor</b>	
1 day per week	\$ 549.10
2 days per week	\$ 988.42
3 days per week	\$ 1,433.23
4 days per week	\$ 1,867.05
5 days per week	\$ 2,306.36
6 days per week	\$ 2,767.68
Extra pickup	\$ 99.28

**COMMERCIAL/MULTI-FAMILY MONTHLY REFUSE BIN RATES (INCLUDES RECYCLING & ORGANICS)**

**Service**

Rates: January 1, 2026 to December 31, 2026

<b>4 cubic yard</b>	
1 day per week	\$ 338.87
2 days per week	\$ 609.99
3 days per week	\$ 884.51
4 days per week	\$1,152.23
5 days per week	\$ 1,423.32
6 days per week	\$ 1,707.99
Extra pickup	\$ 68.35
<b>4 cubic yard with compactor</b>	
1 day per week	\$ 627.57
2 days per week	\$1,129.65
3 days per week	\$ 1,637.97
4 days per week	\$ 2,133.74
5 days per week	\$ 2,635.83
6 days per week	\$ 3,162.97
Extra pickup	\$ 112.37
<b>6 cubic yard</b>	
1 day per week	\$ 382.81
2 days per week	\$ 689.05
3 days per week	\$ 999.13
4 days per week	\$ 1,301.60
5 days per week	\$ 1,607.85
6 days per week	\$ 1,929.39
Extra pickup	\$ 77.12

### TEMPORARY BIN MONTHLY CHARGES (INCLUDING DISPOSAL AND DELIVERY)

Service	Rates: January 1, 2026 to December 31, 2026
3 cubic yard temporary bin - first empty	\$ 341.92
3 cubic yard temporary bin - add'l empties	\$ 273.01

### ROLL-OFF BOX MONTHLY CHARGES

Service	Rates: January 1, 2026 to December 31, 2026
Standard Roll-Off Box - Rate per pull (including container rental and disposal)	
Refuse-Any Size	\$ 685.68
Recycling	\$ 654.47
Low Boy	\$ 685.68
Compactor Roll-Off Box - Rate per pull (excluding compactor rental)	
Refuse - Any Size	1028.52
Use in Excess of 7 days (per day charge)	\$ 14.55
Overweight charge (per ton over 10 tons)	Additional 50% Above Actual Disposal Rate
Roll-off box cleaning (above one per year)	\$ 145.46
Redelivery/return trip fee	\$ 72.75

### OTHER BIN SERVICE RATES - PER MONTH

Service	Rates: January 1, 2026 to December 31, 2026
Locking bin service - per bin	
1 day per week	\$ 14.26
2 days per week	\$ 28.61
3 days per week	\$ 42.93
4 days per week	\$ 57.18
5 days per week	\$ 71.52
6 days per week	\$ 85.84

### ADDITIONAL SERVICE CHARGES - RATE PER SERVICE

Service	Rates: January 1, 2026 to December 31, 2026
Bin cleaning	\$ 67.88
Bin overage fee (following one written warning)	\$ 52.78
Return trip fee	\$ 52.78
Special cleanup events - Above 96 1-hr events/yr	\$ 211.05
Emergency service rates	\$ 243.17
Commercial re-start fee	\$ 23.05
Insufficient funds fee for returned checks	\$ 46.35
Commercial bulky item fee	\$ 30.78
Commercial cart customer contamination fee	\$ 40.69
Commercial bin customer organics contamination fee	\$ 93.14
Commercial bin customer recyclables contamination fee	\$ 67.81

Attachment B

**RESOLUTION NO. CC-2603-004**

**A RESOLUTION OF THE CITY COUNCIL  
OF THE CITY OF LAWNSDALE, CALIFORNIA  
APPROVING THE RESIDENTIAL, COMMERCIAL AND MULTI-FAMILY  
SOLID WASTE DISPOSAL AND RECYCLING RATES  
EFFECTIVE JANUARY 1, 2026**

WHEREAS, Public Resources Code Section 40059 authorizes the City of Lawndale (the "City") to enter into franchises and provide for solid waste disposal and recycling services in the City; and

WHEREAS, the City and Consolidated Disposal Services, LLC (Republic Services) entered into an Agreement for Integrated Solid Waste Management Services, dated August 19, 2019 ("Agreement"), pursuant to which Republic Services provides exclusive solid waste disposal and recycling services to residential and commercial properties in the City with the rates for such services to be paid by customers or residents of each property; and

WHEREAS, the City of Lawndale has reviewed the request presented by Republic Services, Inc. regarding the increase in refuse rates for 2026, and after careful consideration, recognizes the need for adjustments to maintain the quality and sustainability of waste management services provided to the residents and businesses of Lawndale; and

WHEREAS, on January 7, 2026, Republic Services mailed to the record owners of each identified parcel upon, notices of a public hearing to consider the new rates for residential, commercial and multi-family services to be held on March 2, 2026; and

WHEREAS, said notices described the proposed rates, the basis for these rates and other items as may be required by Article XIID of the California Constitution ("Proposition 218") and said rates are in accordance with Proposition 26; and

WHEREAS, at the public hearing on March 2, 2026, the City Council duly considered the rates described on Exhibit A attached hereto and by this reference incorporated herein; and

WHEREAS, after conducting a properly noticed public hearing and considering all evidence and testimony presented, the City Council now desires to approve the proposed increased rates for residential, commercial, and multi-family solid waste disposal and recycling services as described on Exhibit A effective as of January 1, 2026.

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

SECTION 1. That the foregoing recitals are true, correct, and incorporated herein by reference.

SECTION 2. That the Residential and the Commercial/Multifamily Solid Waste Disposal and Recycling Rates shown on Exhibit A, attached hereto, are hereby adopted and shall commence and be effective for services provided as of January 1, 2026.

SECTION 3. That the City Council has taken a count of protests received, if any, and there is no majority protest to the proposed rates. Therefore, based on the information considered herewith and with the Agreement that, in accordance with Proposition 218 and Proposition 26:

- (a) All notices, mailings and the hearings have taken place in accordance with the law;
- (b) Portions of revenues derived from the fee or charge and subject to Proposition 218 do not exceed the funds required to provide the property related service; and (2) are not to be used for any purpose other than that for which the fee or charge is imposed;
- (c) The amount of a fee or charge subject to Proposition 218 imposed upon any parcel or person as an incident of property ownership does not exceed the proportional cost of the service attributable to the parcel;
- (d) All services are immediately available to commercial/multifamily and residential customers and property owners; and
- (e) The service is a property-related service available specifically to property owners and is not a general government service available in substantially the same manner to the public at large.

SECTION 4. That this resolution shall take effect immediately upon adoption.

PASSED, APPROVED AND ADOPTED this 2<sup>nd</sup> day of March, 2026

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

ATTEST:

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

I, Erika Harbison, City Clerk of the City of Lawndale, California, do hereby certify that the City Council duly introduced the foregoing Resolution No. CC-2603-004 at its regular meeting held on the 2<sup>nd</sup> day of March, 2026, and duly approved and adopted said resolution at its regular meeting held on the 2<sup>nd</sup> day of March, 2026, by the following roll call vote:

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

\_\_\_\_\_  
 Erika Harbison, City Clerk

APPROVED AS TO FORM:

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



## CITY OF LAWDALE

14717 BURIN AVENUE, LAWDALE, CALIFORNIA 90260  
PHONE (310) 973-3200 ♦ <https://www.lawndalecity.ca.gov>

DATE: March 2, 2026

TO: Honorable Mayor and City Council

FROM: Raylette Felton, Interim City Manager

PREPARED BY: Peter Kann, Community Development Director

SUBJECT: **Case 26-01 - Ordinance No. 1212-26 - To Adopt by Reference 2025 Los Angeles County Building, Electrical, Plumbing, Mechanical, Residential, Existing Building Codes, and the California Green Building Codes.**

### BACKGROUND

The California Building Standards Code establishes statewide codes and regulations for building construction and fire safety. The California Building Standards Code is published every three years by order of the California legislature. The 2025 California Building Standards Code was published by the State on July 1, 2025 and goes into effect on January 1, 2026.

The County of Los Angeles, whom the City contracts with for plan checking and building inspection services, exercised the right granted by the State to establish more restrictive building standards given that the amendments were reasonably necessary because of local climatic, geological, and/or topographic conditions.

The State codes will be codified as Los Angeles County Code Title 26 (Building Code), Title 27 (Electrical Code), Title 28 (Plumbing Code), Title 29 (Mechanical Code), Title 30 (Residential), California Green Building Standards Code, and Title 33 (Existing Building Code) of the Los Angeles County Code.

Historically, the City has adopted the Los Angeles County codes as the City's uniform codes in Title 15 of the Lawndale Municipal Code (LMC).

### STAFF REVIEW

The 2025 California Building Standards Code applies to nearly all commercial and residential structures in California. Staff has thoroughly reviewed all of the proposed changes and found them to be minor changes or amendments to existing requirements. The following sections are being proposed for updates:

- ***Title 26, Building Code;***
- ***Title 27, Electrical Code;***
- ***Title 28, Plumbing Code;***
- ***Title 29, Mechanical Code;***
- ***Title 30, Residential Code;***
- ***California Green Building Standards; and***
- ***Title 33, Existing Building Code***

During the last update cycle in 2022, the City Council did not adopt the County's suggested Green Building Codes because the regulations were considered to be too onerous on property owners, such that the City adopted only the California Green Building codes. This update cycle, staff is again recommending that the City not adopt the County's Green Building codes, but rather the California Green Building Code because the County's Green Building Codes are again believed by staff to be more restrictive and would be onerous on property owners.

Staff is requesting that the City Council find that the project is exempt from the California Environmental Quality Act (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 Notice of public hearing was posted on the City's notice board located outside City Hall and published in the *Daily Breeze* on January 23, 2026.

A further public hearing will be scheduled for March 2nd, 2026 and published notice will be provided consistent with California Government Code section 50022.3.

#### LEGAL REVIEW

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

#### FISCAL IMPACT

No funding is required for this item.

#### RECOMMENDATION

It is recommended that the City Council:

1. Open the public hearing and take testimony from the public;
2. Determine that the Ordinance is categorically exempt pursuant to CEQA Guidelines Section 15061(b)(3); and
3. Hold the Second Reading of Ordinance 1212-26, by title only to adopt by reference the various 2025 Los Angeles Building Codes as referenced above.

#### **Attachments**

[Ordinance 1212-26 To Adopt by Reference the 2025 Building Codes.pdf](#)

# ATTACHMENT A

**ORDINANCE NO. 1212-26**

**AN ORDINANCE OF THE CITY COUNCIL  
OF THE CITY OF LAWDALE, CALIFORNIA  
ADOPTING BY REFERENCE THE 2025 LOS ANGELES COUNTY BUILDING,  
ELECTRICAL, MECHANICAL, PLUMBING, RESIDENTIAL, AND EXISTING BUILDINGS  
CODES AND THE 2025 CALIFORNIA GREEN BUILDING STANDARDS CODE AND  
ADOPTING LOCAL AMENDMENTS TO THESE COUNTY CODES, THEREBY UPDATING  
AND AMENDING THE UNIFORM CODES PREVIOUSLY ADOPTED BY REFERENCE IN  
TITLE 15 OF THE CITY'S MUNICIPAL CODE**

WHEREAS, pursuant to Government Code Section 50022.9, the City of Lawndale ("City") adopts by reference portions of certain Los Angeles County codes as the City's codes; and

WHEREAS, the California Building Standards Code ("California Building Code") establishes statewide codes and regulations for building construction and is published every three years by order of the California legislature; and

WHEREAS, the 2025 California Building Code is based on the International Code Council's ("ICC") 2024 International Building Code; and

WHEREAS, the 2025 California Building Code was published by the State on July 1, 2025 and becomes effective on January 1, 2026; and

WHEREAS, a local jurisdiction has the right granted by the State to establish more restrictive building standards given that the amendments are reasonably necessary because of local climatic, geological, and/or topographic conditions; and

WHEREAS, Los Angeles County has updated portions of its codes by adopting such local amendments and incorporating them as the County's 2025 California Building Code (Title 26 Los Angeles County Building Code), the 2025 California Electrical Code, (Title 27 Los Angeles County Electrical Code), the 2025 California Plumbing Code (Title 28 Los Angeles County Plumbing Code), the 2025 California Mechanical Code (Title 29 Los Angeles County Mechanical Code), the 2025 California Residential Code (Title 30 Los Angeles County Residential Code); and the 2025 Existing Building Code (Title 33 Existing Building Code); and

WHEREAS, Los Angeles County has also adopted, with local amendments, the 2019 California Green Building Standards Code (Title 31 Los Angeles County Green Building Standards Code); and

WHEREAS, the City has historically adopted most County codes with the County's local amendments as a uniformity of standards serves to minimize conflict and confusion in addressing the public health needs of the community; and

WHEREAS, the County's amendments to the 2025 California Green Building Standards Code are more stringent and burdensome on residents and businesses such that the City does not desire to adopt those local amendments at this time; and

WHEREAS, the City desires to adopt the 2025 Los Angeles County Building, Electrical, Mechanical, Plumbing, Existing Building and Residential Codes with all local amendments proposed by the County; and

WHEREAS, this matter was agendized for a duly noticed public hearing before the City Council on February 2<sup>nd</sup>, 2026, and a further public hearing was set for March 2<sup>nd</sup>, 2026 consistent with California Government Code section 50022.3 and notice was given pursuant to California Government Code section 6066; and

WHEREAS, at the public hearing of March 2<sup>nd</sup>, 2026 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; and

WHEREAS, at this time the City Council desires to update the City's Building, Electrical, Mechanical, Plumbing, Existing Building, Residential, and Green Building Standards Codes.

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

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

SECTION 2. Subsection A of Section 15.20.010 of the Lawndale Municipal Code is amended to read, in its entirety, as follows:

"A. The 2025 California Building Code as amended by Title 26 of the Los Angeles County Building Code together with their appendices are adopted by the city as the city's building code, which regulates the erection, construction, enlargements, alteration, repair, moving, removal, conversion, demolition, occupancy, use, equipment, height, area, security, abatement, and maintenance of certain residential buildings or structures within the city, and provides for the issuance of permits and collection of fees therefor, are hereby adopted by reference, and conflicting ordinances are hereby repealed

SECTION 3. Section 15.04.040 of the Lawndale Municipal Code is amended to read, in its entirety, as follows:

"The 2025 Los Angeles County Building Code, adopted in this chapter as the building code of the city, is amended to read as set forth in Sections 15.04.050 through 15.04.140.

Wherever reference is made to the County of Los Angeles or to the unincorporated area of the County, such area shall be deemed to include within its corporate limits the area of the city for purposes of fulfilling the requirements of this chapter."

SECTION 5. Subsection A of Section 15.08.010 of the Lawndale Municipal Code is amended to read, in its entirety, as follows:

"A. The 2025 California Electrical Code as amended by Title 27 the 2025 Los Angeles County Electrical Code together with their appendices is adopted by the city as the city's electrical code, to regulate the erection, construction, enlargements, alteration, repair, moving, removal, conversion, demolition, occupancy, use, equipment, height, area, security, abatement, and maintenance of certain residential buildings or structures within the city, and provide for the issuance of permits and collection of fees therefore, are hereby adopted by reference, and conflicting ordinances are hereby repealed."

SECTION 6. Section 15.08.030 of the Lawndale Municipal Code is amended to read, in its entirety, as follows:

"A. The 2025 Los Angeles County Electrical Code, adopted in this chapter as the electrical code of the city, is amended as follows:

B. The 2025 Los Angeles County Electrical Code, as adopted by Section 15.08.010, is hereby amended as follows:

Wherever reference is made to the County of Los Angeles or to the unincorporated area of the County, such area shall be deemed to include within its corporate limits the area of the city for purposes of fulfilling the requirements of this chapter."

SECTION 7. Subsection A of Section 15.12.010 of the Lawndale Municipal Code is amended to read, in its entirety, as follows:

"A. The 2025 California Mechanical Code as amended by Title 29 the 2025 Los Angeles County Mechanical Code, together with their appendices are adopted by the city as the city's mechanical code, to regulate the erection, construction, enlargements, alteration, repair, moving, removal, conversion, demolition, occupancy, use, equipment, height, area, security, abatement, and maintenance of certain residential buildings or structures within the city, and provide for the issuance of permits and collection of fees therefore, are hereby adopted by reference, and conflicting ordinances are hereby repealed."

SECTION 8. Section 15.12.030 of the Lawndale Municipal Code is amended to read, in its entirety, as follows:

"A. The 2025 Los Angeles County Mechanical Code, adopted in this chapter as the mechanical code of the city, is amended as follows:

B. The 2025 Los Angeles County Mechanical Code, as adopted by Section 15.12.010 is hereby amended as follows:

Wherever reference is made to the County of Los Angeles or to the unincorporated area of the County, such area shall be deemed to include within its corporate limits the area of the city for purposes of fulfilling the requirements of this chapter."

SECTION 9. Subsection A of Section 15.16.010 of the Lawndale Municipal Code is amended to read, in its entirety, as follows:

"A. The 2025 California Plumbing Code as amended by Title 28 the 2025 Los Angeles County Plumbing Code, together with their appendices are adopted by the city as the city's plumbing code, to regulate the erection, construction, enlargements, alteration, repair, moving, removal, conversion, demolition, occupancy, use, equipment, height, area, security, abatement, and maintenance of certain residential buildings or structures within the city, and provide for the issuance of permits and collection of fees therefore, are hereby adopted by reference, and conflicting ordinances are hereby repealed."

SECTION 10. Section 15.16.030 of the Lawndale Municipal Code is amended to read, in its entirety, as follows:

"A. The 2025 Los Angeles County Plumbing Code, adopted in this chapter as the plumbing code of the city, is amended as follows:

B. The 2025 Los Angeles County Plumbing Code, as adopted by Section 15.16.010, is hereby amended as follows:

Wherever reference is made to the County of Los Angeles or to the unincorporated area of the County, such area shall be deemed to include within its corporate limits the area of the city for purposes of fulfilling the requirements of this chapter."

SECTION 11. Subsection A of Section 15.24.010 of the Lawndale Municipal Code is amended to read, in its entirety, as follows:

"15.24.010 Residential Code - Adoption

A. The 2025 California Residential Code as amended by Title 30 the 2019 Los Angeles County Residential Code together with their appendices are adopted by the city as the city's residential code, to regulate the erection, construction, enlargements, alteration, repair, moving, removal, conversion,

demolition, occupancy, use, equipment, height, area, security, abatement, and maintenance of certain residential buildings or structures within the city, and provide for the issuance of permits and collection of fees therefore, are hereby adopted by reference, and conflicting ordinances are hereby repealed."

SECTION 12. Section 15.24.020 of the Lawndale Municipal Code is amended to read, in its entirety, as follows:

"15.24.020 Residential Code - Penalty

A. No person shall erect, construct, enlarge, alter, repair, improve, remove, convert, demolish, equip, use, occupy or maintain any building or structure or cause the same to be done, contrary to or in violation of any provision of this 2025 California Residential Code, including other codes duly adopted by this chapter.

B. A violation of this section is punishable as an infraction pursuant to Section 1.08.030 of this code or punishable as a misdemeanor pursuant to Section 1.08.020 of this code."

SECTION 13. Section 15.24.030 of the Lawndale Municipal Code is amended to read, in its entirety, as follows:

"15.24.030 Residential Code - Amendments Generally

The 2025 Los Angeles County Residential Code, as adopted by Section 15.24.010, is hereby amended as follows:

Wherever reference is made to the County of Los Angeles or to the unincorporated area of the County, such area shall be deemed to include within its corporate limits the area of the city for purposes of fulfilling the requirements of this chapter."

SECTION 14. Subsection A of Section 15.26.010 of the Lawndale Municipal Code is amended to read, in its entirety, as follows:

"15.26.010 California Existing Building Code Adoption

A. The 2025 California Existing Building Code as amended by Title 33 of the Los Angeles County Existing Building Code together with their appendices are adopted by the city as the city's existing building code, to regulate voluntarily retrofits of buildings to make them stronger against earthquakes and strong wind conditions within the city, and provide for the issuance of permits and collection of fees therefor, are hereby adopted by reference, and conflicting ordinances are hereby repealed."

SECTION 15. Section 15.26.030 of the Lawndale Municipal Code is amended to read, in its entirety, as follows:

“15.26.030 Amendments to the Existing Building Code generally

The 2025 Los Angeles County Existing Building Code, as adopted by Section 15.26.010, is hereby amended as follows:

Wherever reference is made to the County of Los Angeles or to the unincorporated area of the County, such area shall be deemed to include within its corporate limits the area of the city for purposes of fulfilling the requirements of this chapter.”

SECTION 16. Subsection A of Section 15.28.010 of the Lawndale Municipal Code is amended to read, in its entirety, as follows:

"15.28.010 Green Building Standards Code – Adoption

A. The 2025 California Green Building Standards Code which regulates the erection, construction, enlargements, alteration, repair, moving, removal, conversion, demolition, occupancy, use, equipment, height, area, security, abatement, and maintenance of certain residential buildings or structures within the city, provides for the issuance of permits and collection of fees therefore, are hereby adopted by reference, and conflicting ordinances are hereby repealed."

SECTION 17. Section 15.28.020 of the Lawndale Municipal Code is amended to read, in its entirety, as follows:

“15.28.020 Green Building Standards Code - Penalty

A. No person shall erect, construct, enlarge, alter, repair, improve, remove, convert, demolish, equip, use, occupy or maintain any building or structure or cause the same to be done, contrary to or in violation of any provision of this 2025 California Green Building Standards, including other codes duly adopted by this chapter.

B. A violation of this section is punishable as an infraction pursuant to Section 1.08.030 of this code or punishable as a misdemeanor pursuant to Section 1.08.020 of this code.”

SECTION 18. Section 15.28.030 of the Lawndale Municipal Code is amended to read, in its entirety, as follows:

“15.28.030 Green Building Standards Code - Conflict

Whenever an apparent conflict or inconsistency exists between any provision of 2025 California Green Building Standards Code, as adopted in Section 15.28.010, and any provision of this code, each provision shall be construed so as to supplement the other. In the event any apparently conflicting or inconsistent provisions may not reasonably be so construed, the city's community development director shall determine which provision shall prevail.”

SECTION 19. Section 15.28.040 of the Lawndale Municipal Code is amended to read, in its entirety, as follows:

“15.28.040 Green Building Standards Code - No Entitlement Created Hereby

The adoption of the 2025 California Green Building Standards Code, as set forth in Section 15.28.010, shall not be construed for any purpose as creating any entitlement or authorizing any business or use which is prohibited by any provision contained in this code.”

SECTION 20. Section 15.28.050 of the Lawndale Municipal Code is amended to read, in its entirety, as follows:

“15.28.050 Green Building Standards Code - Severability

The City Council hereby declares that should any provision, section, paragraph, sentence or word of this chapter or the 2025 California Green Building Standards Code, adopted by reference in Section 15.28.010, be rendered or declared invalid by any final court action in a court of competent jurisdiction, or by reason of any preemptive legislation, the remaining provisions, sections, paragraphs, sentences and words of this chapter and the 2025 California Green Building Standards Code hereby adopted shall remain in full force and effect.”

SECTION 21. The City Council hereby makes a finding of reasonable necessity for the amendments as stated separately for each such amendment and identified in the Los Angeles County Code Titles 26, 27, 28, 29, 30, and 33. These amendments to the Los Angeles County Codes, incorporating the uniform and international codes, are reasonably necessary due to the local climatic, geological and/or topographical conditions characterized by hot, dry summers and the high potential for seismic activity which make structures particularly vulnerable to rapidly spreading fires and structural damage.

SECTION 22. The adoption of this Ordinance is hereby determined to be exempt from the California Environmental Quality Act pursuant to State Guidelines Section 15061(b)(3) as a project that has no potential for causing a significant effect on the environment.

SECTION 23. That this Ordinance is enacted pursuant to the authority conferred upon the City Council of the City of Lawndale by Government Code Sections 36934 and 36937.

SECTION 24. 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 25. 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 \_\_\_\_\_ 2026.

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

ATTEST:

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

I, Erica Harbison, City Clerk of the City of Lawndale, California, do hereby certify that the City Council duly introduced the foregoing Ordinance No. 1212-26 at its regular meeting held on the 2nd day of February, 2026, and duly approved and adopted said ordinance at its regular meeting held on the March 2, 2026, by the following roll call vote:

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

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

\_\_\_\_\_  
Date

APPROVED AS TO FORM:

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



## CITY OF LAWNDALE

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

DATE: March 2, 2026  
TO: Honorable Mayor and City Council  
FROM: Raylette Felton, Interim City Manager  
PREPARED BY: Vanesa Alvarez, Administrative Assistant  
SUBJECT: **Report of Attendance at Meetings**

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 ♦ <https://www.lawndalecity.ca.gov>

DATE: March 2, 2026  
TO: Honorable Mayor and City Council  
FROM: Raylette Felton, Interim City Manager  
PREPARED BY: Vanesa Alvarez, Administrative Assistant  
SUBJECT: **Public Employee Appointment**

The City Council will conduct a closed session, pursuant to Government Code section 54957(b), regarding the appointment of a City Manager.