



CITY OF LAWDALE
AGENDA OF THE LAWDALE
REGULAR MEETING OF THE
CITY COUNCIL
SUCCESSOR AGENCY
HOUSING AUTHORITY
CABLE USAGE CORPORATION

Monday, May 18, 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

D. PRESENTATIONS

2. Presentation to Eddie Urrutia in Recognition of Selection as Lawndale's 2026 Outstanding Older American

— Presentation of City plaque to Eddie Urrutia, selected as Lawndale's 2026 Outstanding Older American, as recognized by the Los Angeles County Commission for Older Adults, Second Supervisorial District

3. 66th Annual National Public Works Week Proclamation - May 17-23, 2026

— Presentation of City of Lawndale Proclamation to the Public Works Director in Recognition of National Public Works Week: May 17-23, 2026

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

F. COMMENTS FROM COUNCIL

G. CONSENT CALENDAR

Items G.4 through G.13 will be considered and acted upon under one motion unless a City Councilmember removes individual items for further City Council consideration or explanation.

CITY COUNCIL

4. **Motion to read by title only and waive further reading of all ordinances listed on the Agenda**
— Recommendation: that the City Council that the City Council read by title only and waive further reading of all ordinances listed on the agenda.
5. **Accounts Payable Register**
— Recommendation: Staff recommends that City Council adopts Resolution No. CC-2605-020 authorizing the payment of certain claims and demands in the amount of \$1,051,513.35.
6. **Minutes of the Lawndale City Council Regular Meeting - May 4, 2026**
— Recommendation: that the City Council approve the minutes.
7. **Conflict of Interest Code Biennial Notification**
— Recommendation: that the City Council direct staff and the City Attorney to review the City's conflict of interest code to determine whether any amendments are required and submit the findings to the City Council no later than October 1, 2026.
8. **Second Reading and Adoption of Ordinance No. 1213-26 to Amend Chapter 2.04.120 of the Lawndale Municipal Code Regarding Propriety of Conduct at Council Meetings and Adopt Resolution No. CC-2605-016 Amending the "Manual of Procedural Guidelines for the Conduct of City Council Meetings"**
— Recommendation: that the City Council 1.) Approve the second reading and adopt Ordinance No. 1213-26, an ordinance amending Chapter 2.04.120 of the Lawndale Municipal Code regarding Propriety of Conduct at Council Meetings, and waive further reading; and 2.) Adopt Resolution No. CC-2605-016 amending the “Manual of Procedural Guidelines for the Conduct of City Council Meetings” to incorporate the revisions being made in the proposed ordinance.
9. **Resolutions to Approve Job Description for Public Safety Officer and Third Amendment to Fiscal Year 2025-2026 City-wide Salary and Pay Schedule**
— Recommendation: that the City Council 1) approve and adopt Resolution No. CC-2605-022, establishing the Public Safety Officer position and job description with a salary range of Range 72, \$5,402 – \$6,832 per month allocated to the Municipal Services Department, and; 2) approve and adopt Resolution No. CC-2605-023, amending the Citywide Salary and Pay Schedule for Fiscal Year 2025-2026.
10. **Contract Services Agreement for Professional Staff Augmentation Services with Civic Solutions, Inc.**
— Recommendation: that the City Council approve the Contract Services Agreement with Civic Solutions, Inc. for professional staff augmentation services in a form approved by the City Attorney for a maximum contract sum not to exceed \$111,600.

SUCCESSOR AGENCY

11. **Minutes of the Successor Agency Regular Meeting - December 1, 2025**
— Recommendation: that the Successor Agency approve the minutes.

CABLE USAGE CORPORATION

12. **Minutes of the Cable Usage Corporation Regular Meeting - March 16, 2026**
— Recommendation: that the Cable Usage Corporation approve the minutes.

HOUSING AUTHORITY

13. Minutes of the Housing Authority Regular Meeting - June 16, 2025

— Recommendation: that the Housing Authority approve the minutes.

H. PUBLIC HEARING

CITY COUNCIL/ SUCCESSOR AGENCY/ HOUSING AUTHORITY/ CABLE USAGE AUTHORIZATION

14. Public Hearing for Budget Workshop and for Staff Vacancies Fiscal Year 2026-27

— Recommendation: that the City Council provide direction regarding the budget, as there is no formal recommendation associated with this item.

I. ADMINISTRATION

CITY COUNCIL

15. Request to Temporarily Relocate City Council Meetings for the Month of June

— Recommendation: that the City Council 1.) Discuss and approve the relocation of the City Council meetings scheduled for June 1, 2026, and June 15, 2026, to the Harold Hofmann Community Center; or 2.) Discuss alternatives for future City Council meetings for the month of June and provide direction to staff.

16. Adopt Resolution No. CC-2605-021 Determining Reasonable Efforts to Encourage Public Participation in Meetings for Underrepresented Communities, Senate Bill 707

— Recommendation: that the City Council 1.) Adopt Resolution No. CC-2605-021 determining reasonable efforts to encourage public participation in meetings pursuant to Government Code section 54953.4; or 2.) Provide staff with alternate direction.

17. Second Amendment to Contract Services Agreement for Landscape Maintenance and Tree Trimming Services

— Recommendation: that the City Council approve the Second Amendment to the Landscape Maintenance and Tree Trimming Services Agreement with Mariposa Landscapes, Inc. to extend the term for an additional 12 month period through June 30, 2027, at a total annual cost of \$1,018,086.42.

J. CITY MANAGER REPORT

K. ITEMS FROM CITY COUNCILMEMBERS

18. Report of Attendance at Meetings

L. ADJOURNMENT

The next regularly scheduled meeting of the City Council will be held at 6:30 p.m. on Monday, June 1, 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, May 18, 2026, was posted no less than 72 hours prior to the meeting.

/s/ Yvette Palomo
Yvette Palomo, Assistant City Clerk

Date Posted: May 14, 2026



CITY OF LAWNDALE

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

DATE: May 18, 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 ♦ <https://www.lawndalecity.ca.gov>

DATE: May 18, 2026
TO: Honorable Mayor and City Council
FROM: Raylette Felton, Interim City Manager
PREPARED BY: Diane Parsley, Executive Assistant
SUBJECT: **Presentation to Eddie Urrutia in Recognition of Selection as Lawndale's 2026 Outstanding Older American**

BACKGROUND

The City of Lawndale, in coordination with the Los Angeles County Commission for Older Adults and the Department of Aging and Disabilities, recognizes Older Americans for service to their communities on an annual basis. The City of Lawndale has been participating in this annual award since at least 1975.

In early January 2026, nomination packets for the 2026 Outstanding Older American award were posted on the City's social media pages and distributed at the community center. One nomination was received by the deadline. The nomination was presented to the Senior Citizen Advisory Committee for their review.

On January 28, 2026, the Senior Citizen Advisory Committee met and voted to approve the nomination of Eddie Urrutia for the 2026 Outstanding Older American award. Mr. Urrutia's selection was forwarded to Los Angeles County for their annual award and recognition program where the cities in Los Angeles County are officially recognized in May of each year.

Tonight, the Lawndale City Council honors Mr. Eddie Urrutia as the 2026 Outstanding Older American, representing the City of Lawndale, and presents him with a City plaque recognizing that designation.

Attachments

[A - Presentation to Eddie Urrutia](#)

[B - Nomination Form and Flyer](#)

[C - History of Awardees 1975 to 2025](#)

ATTACHMENT A

Presentation

May 18, 2026

City Council Meeting

City Plaque

Presented To

Eddie Urrutia

2026 Outstanding Older American

Each year, the City of Lawndale, in coordination with the Los Angeles County Commission for Older Adults and the Department of Aging & Disabilities, recognizes Older Americans for their service to their communities.

This year, Eddie Urrutia was selected as the honoree to represent the **City of Lawndale** as its **Outstanding Older American**.

Mr. Urrutia, a dedicated senior citizen of Lawndale, has been making meaningful contributions to community safety and civic engagement. He has rallied residents to ensure community voices are heard while advocating for safer streets for all Lawndale residents.

Please join me and the Lawndale City Councilmembers in giving a round of applause as we recognize Eddie Urrutia, Lawndale's 2026 Outstanding Older American!

Presented To
Eddie Urrutia

2026 Outstanding Older American

Recognized by the Los Angeles County Commission for Older Adults
Second Supervisorial District



Congratulations on your nomination and selection as the City of Lawndale's 2026 Outstanding Older American. Thank you for your dedication and contributions to the community.

Presented by the Lawndale City Council

May 18, 2026

ATTACHMENT B

CITY OF LAWNDALE



2026 OUTSTANDING OLDER AMERICAN

Who is Lawndale's next Outstanding Older American?

Do you know a Lawndale Resident who you'd like to nominate as the next *Outstanding Older American*? Nominees must be 60 years or older and a current Lawndale resident for at least 1 year. Nominees must be active in the community and have a direct impact on the Lawndale community.

Nominees will be selected by the Senior Citizen Advisory Committee at their meeting on January 28, 2026, and recognized by the Lawndale City Council at a future meeting. The selected nominee will also be recognized by the Los Angeles County Commission for Older Adults.

Nominations are now being accepted, and must be submitted on or before Wednesday, January 21, 2026, at 5:00 pm.



Questions? Contact Darrion at (310) 973-3277 or by email at dspratley@lawndale.ca.gov.

City of Lawndale | 14717 Burin Avenue | (310) 973-3200 | www.lawndale.ca.gov

CITY OF LAWNDALE



2026 OUTSTANDING OLDER AMERICAN

Nomination Form

Nominee's Name: _____ Age: _____ Birth date: _____

Nominee's Address: _____, Lawndale, CA 90260

Nominee's Contact Phone: _____

Please type or print a brief bio regarding the nominee (50 - 70 words). Do not use bullet points. Bio should include the nominee's contributions including specific examples of their impact on the community. _____

Nominated by: _____

*I certify that the nominee is 60 years of age or older, is and has been a Lawndale resident for at least one year, has not been awarded this recognition in the past, and has approved the submission of his/her name for consideration. A photo of the nominee is required for approval of the nominee.

Signature: _____ Date: _____

Print Name: _____ Phone: _____

Application must be received by the City of Lawndale no later than 5:00 pm on Wednesday, January 21, 2026. Please return completed nomination form to:

Darrion Spratley
Lawndale Community Center
14700 Burin Avenue
Lawndale, CA 90260



Questions? Contact Darrion at (310) 973-3277 or by email at dspratley@lawndale.ca.gov.

ATTACHMENT C

**City of Lawndale
Outstanding Older American**

History of Awardees

1975 Dan McKenzie
1976 Florence Dell
1977 Geri Caldwell
1978 Margaret Crofts
1979 Jack Chaddick
1980 Bill Melvold
1981 Louise Jones
1982 Muriel Ricker
1983 Bob Huffinger
1984 Harry Shapiro
1985 Edward Roberts
1986 Florence & J. J. De Laricheliere
1987 Jim Cendrowski
1988 Ella Traver
1989 Ralph Cramer
1990 Helen Counter
1991 Kay Severson
1992 Wynema Chenault
1993 Rosine Drees
1994 Ardythe Herrington
1995 Agnes Mailander
1996 Margaret Swann
1997 Herman Weinstein
1998 Penny Bolton
1999 Ken Hatcher
2000 Jack Bright
2001 Charmaine Doty
2002 Richard Lee Milleer
2003 Lillian Aldredge
2004 Lenore Bemis

2005 Gladys Bright
2006 Margery Heinemann
2007 Wayne Beach, Janice Givens, Phyllis Hatcher, Elnora
Phillips, Ruth Tanner, Francis Ramsey, Virginia Rhodes, R.
Wayne Stark
2008 Sally Riddle
2009 Catherine Fisher
2010 Harlika O'Balles
2011 Lucia Martin
2012 "Charles" Bob Givens
2013 Oscar Bernal
2014 Marcia McMahan
2015 John Andersen
2016 Sandy Tofflemire
2017 Libor Kubes
2018 Ricardo Hernandez and Ann Birdsall (we were allowed two honorees)
2019 Doris Hofmann and Phyllis Burton (we were allowed two honorees)
2020 Covid Pandemic – March 2020
2021 Covid Pandemic – No Event
2022 Covid Pandemic – No Event
2023 Virtual Event – City did not receive sufficient notice to participate
2024 Josephine Gonzalez
2025 Jay Gould



CITY OF LAWDALE

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

DATE: May 18, 2026
TO: Honorable Mayor and City Council
FROM: Raylette Felton, Interim City Manager
PREPARED BY: Diane Parsley, Executive Assistant
SUBJECT: **66th Annual National Public Works Week Proclamation - May 17-23, 2026**

BACKGROUND

The Public Works Department is being recognized and presented with a City Proclamation declaring May 17-23, 2026 as National Public Works Week.

We invite the Director of Public Works, Luis (Lucho) Rodriguez, to the podium to receive the proclamation for the Public Works Department staff.

Attachments

[A - National Public Works Week Proclamation](#)

ATTACHMENT A

Presentation

May 18, 2026

City Council Meeting

Proclamation
66th Annual National Public Works Week
May 17-23, 2026

Presented To
City of Lawndale
Public Works Department

This year marks the 66th year of National Public Works week celebrating the tens of thousands of men and women in North America who provide and maintain the infrastructure and services known as public works.

From maintenance, streets, and grounds workers; engineers, inspectors, analysts, administrative support staff, and management, each member of the public works team plays an essential role in the day-to-day operations of the City of Lawndale.

In recognition of Public Works Week, I would like to invite the Director of Public Works, Lucho Rodriguez, to the podium to receive this proclamation on behalf of his dedicated staff, as we recognize the important and essential work each one of them does in the City.

On behalf of the Lawndale City Council, we hereby proclaim May 17-23, 2026, as National Public Works Week and present this Proclamation to the Public Works Department.

City of Lawndale Proclamation

66th Annual National Public Works Week

May 17-23, 2026



WHEREAS, public works professionals focus on infrastructure, facilities, and services that are of vital importance to sustainable and resilient communities and to public health, high quality of life, and well-being of the people of Lawndale, California; and,

WHEREAS, these infrastructure, facilities, and services could not be provided without the dedicated efforts of public works professionals, who are engineers, managers, and employees at all levels of government and the private sector, who are responsible for rebuilding, improving, and protecting our nation's transportation, water supply, water treatment and solid waste systems, public buildings, and other structures and facilities essential for our citizens; and,

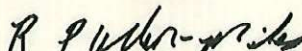
WHEREAS, it is in the public interest for the citizens, civic leaders, and children in Lawndale, California to gain knowledge of and maintain an ongoing interest and understanding of the importance of public works and public works programs in their respective communities; and,


WHEREAS, the year 2026 marks the 66th annual National Public Works Week sponsored by the American Public Works Association.

Now, therefore, the City Council of the City of Lawndale does hereby proclaim the week of May 17-23, 2026, as National Public Works Week. We urge all citizens to join with representatives of the American Public Works Association and government agencies in activities, events, and ceremonies designed to pay tribute to our public works professionals, engineers, managers, and employees, and to recognize the substantial contributions they make to protecting our national health, safety, and advancing quality of life for all.

Proclaimed this 18th Day of May 2026




Mayor Robert Pullen-Miles


Mayor Pro Tem Sirley Cuevas


Councilmember Bernadette Suarez


Councilmember Pat Kearney


Councilmember Francisco M. Talavera



CITY OF LAWNDALE

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

DATE: May 18, 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 ♦ <https://www.lawndalecity.ca.gov>

DATE: May 18, 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-2605-020 authorizing the payment of certain claims and demands in the amount of \$1,051,513.35.

Attachments

[A. CC-2605-020 - AP Resolution - May 18, 2026.pdf](#)

ATTACHMENT A

RESOLUTION NO. CC-2605-020

**A RESOLUTION OF THE CITY COUNCIL
OF THE CITY OF LAWDALE, CALIFORNIA
AUTHORIZING CERTAIN CLAIMS AND DEMANDS
IN THE SUM OF \$1,051,513.35**

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

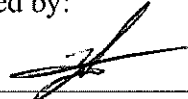
SECTION 1. That in accordance with Sections 37202 and 37209 of the Government Code, the Director of Finance, as certified below, hereby attests to the accuracy of these demands and to the availability of funds for the payment thereof.

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 209081 through 209141 for the aggregate total of \$1,051,513.35 are hereby authorized.

Effective Date: May 18th, 2026

Approved by:



Hrant Manuelian, Director of Finance

Gregory M. Murphy, City Attorney

PASSED, APPROVED AND ADOPTED this 18th day of May 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-2605-020 at a regular meeting of said Council held on the 18th day of May 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					
Francisco M. Talavera					
Pat Kearney					

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
4/30/2026	209081		209107	805,563.54
5/7/2026	209108		209141	245,949.81
Total Checks				1,051,513.35

Claims and Demands Paid By Electronic ACH Transfer:

Date	Name of Payee	Description	Amount
Total ACH Payments			0.00

Total Audited Claims and Demands Paid			1,051,513.35
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Check Register Report

Date: 04/29/2026
 Time: 5:17 pm
 Page: 1

City of Lawndale

BANK: WELLS FARGO BANK N.A

Check Number	Check Date	Status	Void/Stop Date	Vendor Number	Vendor Name	Check Description	Amount
WELLS FARGO BANK N.A Checks							
209081	04/30/2026	Printed		0103	ADVANCED AUTO BODY	BLOWER MOTOR REPAIR - VEH# 502	462.41
209082	04/30/2026	Printed		8214	VANESA ALVAREZ	FY 25/26 TUITION REIMBURSEMENT	298.00
209083	04/30/2026	Printed		7660	ARAMSCO INC	CUSTODIAL SUPPLIES	1,869.42
209084	04/30/2026	Printed		8739	BOB MURRAY & ASSOCIATES	RECRUITMENT FEE- CITY MANAGER	8,050.00
209085	04/30/2026	Printed		7766	BURKE, WILLIAMS &	LEGAL SERVICES - MAR. 2026	80,686.40
209086	04/30/2026	Printed		6459	CASC ENGINEERING & CONSULTING	NPDES PERMIT COMPLIANCE SVCS -	2,125.00
209087	04/30/2026	Printed		0169	CENTINELA YOUTH SERVICES	2025/26 PROPORTIONAL FUNDING	6,500.00
209088	04/30/2026	Printed		7889	CHARTER COMMUNICATIONS	SPECTRUM BUSINESS TV	1,032.61
209089	04/30/2026	Printed		8517	CREATIVE AIR MECHANICAL SVCS	REPLACE HVAC FAN MOTOR - MSD	2,943.00
209090	04/30/2026	Printed		6244	DATA TICKET, INC	CODE CITATION PROCESSING FEE -	77.95
209091	04/30/2026	Printed		0218	DEPARTMENT OF JUSTICE	FINGERPRINTING APPS(1)-	32.00
209092	04/30/2026	Printed		6636	FRONTIER COMMUNICATIONS	FAX LINE & INTERNET FOR PWD	279.84
209093	04/30/2026	Printed		7490	GRAND NATURAL INC.	GREASE TRAP CLEANING -	515.00
209094	04/30/2026	Printed		8592	JCFC	3 USA FLAGS - CITY FACILITIES	248.63
209095	04/30/2026	Printed		0321	LEAGUE OF CALIFORNIA CITIES	2026 MEMBERSHIP DUES	15,242.00
209096	04/30/2026	Printed		0308	LOS ANGELES COUNTY	PUBLIC SAFETY SERVICES -	661,420.15
209097	04/30/2026	Printed		0308	LOS ANGELES COUNTY	HEARING OFFICER FEES -	40.00
209098	04/30/2026	Printed		7733	MARIA'S GARDEN CENTER &	3 AUSTRALIAN WILLOWS	431.50
209099	04/30/2026	Printed		8710	POWERSCHOOL GROUP LLC	LAWNDALE WEBSITE - SUPPORT&	5,573.06
209100	04/30/2026	Printed		8619	PRIMO BRANDS	BOTTLE WATER SERVICE -	888.00
209101	04/30/2026	Printed		5895	RICOH USA INC	LEASE CHARGES FOR COPIERS -	1,760.84
209102	04/30/2026	Printed		3672-FLEET	U.S. BANK VOYAGER FLEET SYS	FLEET SERVICES-FUEL	4,941.67
209103	04/30/2026	Printed		3672-CMD	U.S. BANK	CREDIT CARD PAYMENT	828.53
209104	04/30/2026	Printed		3672-CSD	U.S. BANK	CREDIT CARD PAYMENT	7,129.61
209105	04/30/2026	Printed		6121	ULINE	INDUSTRIAL TRASH LINERS	526.22
209106	04/30/2026	Printed		0480	VISTA PAINT	GRAFFITI SUPPLIES	777.70
209107	04/30/2026	Printed		0493	ZUMAR INDUSTRIES, INC	NO PARKING SIGNS	884.00

Total Checks: 27

Checks Total (excluding void checks): 805,563.54

Total Payments: 27

Bank Total (excluding void checks): 805,563.54

Total Payments: 27

Grand Total (excluding void checks): 805,563.54

Check Register Report

Date: 05/07/2026
 Time: 7:42 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
WELLS FARGO BANK N.A Checks							
209108	05/07/2026	Printed		8596	ABSOLUTE	MUSIC FESTIVAL - BAND	2,000.00
209109	05/07/2026	Printed		0112	ALL CITY MANAGEMENT SVCS, INC	SCHOOL CROSSING GUARD SERVICE	3,598.56
209110	05/07/2026	Printed		6369	AM-TEC TOTAL SECURITY INC.	REPLACE CARD READER COVER -	1,041.52
209111	05/07/2026	Printed		8757	AMAZING VIDEO PRODUCTIONS LLC	USE OF 2 MICROPHONES	200.00
209112	05/07/2026	Printed		2277	APWA MEMBERSHIP	APWA MEMBERSHIP RENEWAL	1,370.00
209113	05/07/2026	Printed		7660	ARAMSCO INC	CUSTODIAL SUPPLIES	920.16
209114	05/07/2026	Printed		2207	ASAP SIGN & BANNER, LLC	CHANGE VINYL LETTERING -	30.00
209115	05/07/2026	Printed		7785	BERICOM DESIGN	NETWORK MAINTENANCE & SUPPORT	13,999.92
209116	05/07/2026	Printed		3061	C J CONCRETE CONSTRUCTION INC	SIDEWALKS & ADA RAMPS	186,007.15
209117	05/07/2026	Printed		8319	C&S GARDEN CENTER	TREES - HAWTHORNE BLVD	611.07
209118	05/07/2026	Printed		1335	CALIFORNIA CHAMBER OF COMMERCE	2026 CALIF. LABOR LAW POSTER	349.67
209119	05/07/2026	Printed		0220	DEPARTMENT OF TRANSPORTATION	TRAFFIC SIGNAL MAINT.	1,470.81
209120	05/07/2026	Printed		8316	DIAMOND ENVIRONMENTAL SERVICES	2 RESTROOMS & 1 SINK	741.60
209121	05/07/2026	Printed		1288	EWING IRRIGATION PRODUCTS INC	IRRIGATION REPAIR PARTS -	722.50
209122	05/07/2026	Printed		6636	FRONTIER COMMUNICATIONS	PHONE CHARGE - W. GREEN PARK	180.70
209123	05/07/2026	Printed		8750	SARAH M. GERTMENIAN	MUSIC FESTIVAL - BAND	1,600.00
209124	05/07/2026	Printed		7802	HUDSON AUDIO WORKS, LLC	CONCERT SOUND PACKAGE -	3,710.00
209125	05/07/2026	Printed		8545	VANESSA MARLENE LLONES	DJ SERVICES - MOTHER'S DAY	250.00
209126	05/07/2026	Printed		8286	MARVIN SERVICES INC	OIL & FILTER CHANGE - VEH#517-	131.82
209127	05/07/2026	Printed		8594	STEVEN MELMET	MUSIC FESTIVAL- BAND	1,750.00
209128	05/07/2026	Printed		8553	NATIONAL RECREATION AND	ANNUAL MEMBERSHIP DUE -	493.00
209129	05/07/2026	Printed		8518	PACIFIC TIRE OF LAWNDALE	1 NEW TIRE- VEH# 508- MSD	365.00
209130	05/07/2026	Printed		5216	POWERSTRIDE BATTERY CO. INC.	BATTERY FOR VEH# 512	156.64
209131	05/07/2026	Printed		6123	PRUDENTIAL OVERALL SUPPLY	WEEKLY COVERALL CHARGES	398.02
209132	05/07/2026	Printed		0411	ROBERT PULLEN-MILES	MILEAGE/MEAL ADVANCE FOR MAYOR	240.75
209133	05/07/2026	Printed		8321	ROGERS ASSOCIATED STUDENT BODY	SHOW WAGON DEPOSIT/RENTAL	950.00
209134	05/07/2026	Printed		8722	SIGNATURE COINS	CUSTOM MADE COINS - 2026	1,644.00
209135	05/07/2026	Printed		0444	SPCA LA	ADDITIONAL SVCS - APR. 2026 -	14,400.00
209136	05/07/2026	Printed		6349	STEAMX, LLC	WOOD DECK TRAILER - PWD	4,025.07
209137	05/07/2026	Printed		5319A	THREE BROTHERS PARTY RENTALS	CHAIRS & TABLES -	534.50
209138	05/07/2026	Printed		3672-CDD	U.S. BANK	CREDIT CARD PAYMENT	216.31
209139	05/07/2026	Printed		3672-FIN	U.S. BANK	CREDIT CARD PAYMENT	789.09
209140	05/07/2026	Printed		6121	ULINE	12 TRASH CANS	948.64
209141	05/07/2026	Printed		7768	UNITED SITE SERVICES	PORTABLE RESTROOM RENTAL	103.31

Total Checks: 34

Checks Total (excluding void checks): 245,949.81

Total Payments: 34

Bank Total (excluding void checks): 245,949.81

Total Payments: 34

Grand Total (excluding void checks): 245,949.81

Council Meeting 5/18/2026
Details of US Bank Credit Card Charges & Petty Cash Expenses

Vendor# 3672-CMD

Date	Vendor	Description	Amount
2/23/2026	Kasai Teriyaki Bowl	Meal for Special Closed Session Mtg - 5 electeds meals	79.33
2/23/2026	Vons	Snacks (candy) for special Closed Session Mtg on 2/23/26	31.97
2/26/2026	Click Send	Recharge of Street Sweeping Notification APP	20.00
3/2/2026	Zankou Chicken	Pre-Council Mtg Meals - 5 Electeds and 8 Staff Meals	238.28
3/11/2026	Click Send	Recharge of Street Sweeping Notification APP	20.00
3/16/2026	E&H Trophy & Engraving	2 LASD Deputy Plaques (Morales and Ibarra) Outgoing Service	186.87
3/16/2026	Zankou Chicken	Pre-Council Mtg Meals - 6 Electeds and 7 Staff Meals	252.08
Check Date 04/30/2026 Check# 209103			\$ 828.53

Vendor# 3672-CSD

Date	Vendor	Description	Amount
2/23/2026	Costco	Cake for monthly senior birthdays	55.98
2/25/2026	Smart and Final	Refreshments for Youth Day Parade Committee Meeting 2/25/26	37.97
2/24/2026	The Home Depot	storage containers for Rec Van /Mobile Recreation Program	19.85
2/26/2026	WhenToWork Inc.	12 months of recreation leader scheduling system	650.00
2/26/2026	The Webstaurant Store	x25 stackable banquet chairs for William Green Park room	980.00
2/27/2026	Amazon	supplies for Easter event	513.39
2/26/2026	The Home Depot	storage containers for Rec Van /Mobile Recreation Program	76.16
3/2/2026	Target	Easter items	143.65
3/2/2026	Target	Utensil bins for senior lunch program	11.05
3/3/2026	Target	Easter basket gifts	144.22
3/1/2026	Lowe's	Cleaning and tool supplies for Community Center	65.80
3/4/2026	Dollar Tree	March Senior Luncheon supplies	24.86
3/5/2026	Amazon	plastic utensils wrapped for senior lunch program	104.28
3/5/2026	Amazon	Easter arts and crafts	83.09
3/5/2026	Amazon	batteries for community center	24.86
3/5/2026	OTC Brands	Easter baskets	108.26
3/9/2026	Amazon	Community Center supplies	222.09
3/9/2026	Amazon	Easter arts and crafts	158.11

3/10/2026	Amazon	table covers for senior lunch program	104.02
3/9/2026	OTC Brands	Credit- Return large cellophane	(13.25)
3/10/2026	Smart and Final	Senior lunch program supplies	28.70
3/10/2026	Smart and Final	staff breakroom supplies	64.22
3/10/2026	Smart and Final	Senior lunch program supplies	281.04
3/10/2026	Sprouts Farmers Market	Refreshments for City Council Ad Hoc Fireworks Meeting 3/10/26	10.98
3/11/2026	Amazon	refill hand sanitizers for community center dispensers	182.28
3/12/2026	Smart and Final	candy for easter event hunt eggs	186.43
3/12/2026	Dollar Tree	St. Patricks Day/March Senior Luncheon	11.05
3/13/2026	Uline	Memorial Day and Office Supplies	214.01
3/13/2026	Canva	x2 new users (Nathalie and Andrea) for canva pro	151.23
3/12/2026	Hobby Lobby	St. Patricks Day/March Senior Luncheon Raffle prizes	84.61
3/13/2026	In Arthur Tolentino	Spring Rec Guide brochures	999.47
3/14/2026	Amazon	desktop handsanitizers for staff	16.85
3/16/2026	Amazon	HDMI cables and red clipboards	39.47
3/16/2026	Michaels	For x22 Easter baskets décor	28.90
3/18/2026	Bam Lawndale	Minifigs for easter baskets	527.61
3/18/2026	Bellagio Express Carwash	Car wash for Mobile Rec Van	19.00
3/17/2026	Office Depot	Elmers Glue for Easter arts & Crafts	19.72
3/18/2026	Smart and Final	Water for Easter volunteers	31.98
3/18/2026	Party City	Table covers for easter event	66.23
3/19/2026	Uline	Mail Sorter cubby for front office	493.98
3/18/2026	Costco	Refreshments for easter volunteers	46.97
3/21/2026	Staples	2 drawer file cabinet for front office	110.49
Check Date 04/30/2026; Check# 209104			\$ 7,129.61

Vendor# 3672- CDD

Date	Vendor	Description	Amount
4/7/2026	Amazon	File folder labels	23.11
4/8/2026	Amazon	Green tabloid size cardstock	50.80
4/8/2026	Amazon	Envelope address labels	39.75
4/8/2026	Amazon	Envelope address labels and frame holder	58.52
4/14/2026	Amazon	AA and AAA batteries	44.13
Check Date 05/07/2026 Check# 209138			\$ 216.31

Vendor# 3672- FIN

Date	Vendor	Description	Amount
3/24/2026	SP Stompstickers.com	300 Parking permits (tags) for Hawthorne Blvd. median center	285.09
4/6/2026	Microsoft.com	Microsoft 365 Business Basic - added 7 licenses for period 4/05/26 - 4/04/27	504.00
Check Date 05/07/2026 Check# 209139			\$ 789.09

Petty Cash

*No petty cash replenishment during this period.



CITY OF LAWNDALE

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

DATE: May 18, 2026
TO: Honorable Mayor and City Council
FROM: Raylette Felton, Interim City Manager
PREPARED BY: Vanesa Alvarez, Administrative Assistant
SUBJECT: **Minutes of the Lawndale City Council Regular Meeting - May 4, 2026**

BACKGROUND

Staff recommends that the City Council approve the minutes.

Attachments

[A. 5-04-26 Minutes Draft.pdf](#)

ATTACHMENT A

DRAFT MINUTES
City Council Regular Meeting
May 4, 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 Francisco M. Talavera, Councilmember Pat Kearney

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 Acting Captain Tania A. Giggles, Los Angeles County Fire Department Chief Brian Kane, Finance Director Hrant Manuelian, Community Services Director Jason Minter, Public Works Director Luis (Lucho) Rodriguez, Municipal Services Director Michael Reyes

B. CEREMONIALS (Flag Salute and Inspiration)

Councilmember Talavera led the flag salute. Pastor Dwight Dudley provided the inspiration.

C. PUBLIC SAFETY REPORT

1. Los Angeles County Sheriff's Department Update

Acting Captain Giggles summarized the recent law enforcement activities.

2. Los Angeles County Fire Department Update

Fire Chief Kane summarized the fire department activities.

D. PRESENTATIONS

3. Presentation to Environmental Charter High School, Lawndale - 2026 California Distinguished Schools Award

— Presentation of a Certificate of Commendation to Environmental Charter High School, Lawndale for 2026 California Distinguished Schools Award

The City Council presented a certificate of commendation to Environmental Charter High School, Lawndale in recognition of their designation as 2026 California Distinguished Schools Award.

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

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

Rhonda Hofmann Gorman, Resident, congratulated Environmental Charter High School on receiving the 2026 California Distinguished Schools Award.

F. COMMENTS FROM COUNCIL

Councilmember Kearney thanked everyone that made a public comment, thanked Library Manager Coulter for providing the library updates and congratulated Environmental Charter High School on receiving the 2026 California Distinguished Schools Award.

Councilmember Talavera thanked everyone that attended tonight's meeting and those watching on various media platforms, thanked Library Manager Coulter for providing the library updates, congratulated Environmental Charter High School on receiving the 2026 California Distinguished Schools Award, and recognized teachers during Teacher Appreciation Week.

Councilmember Suarez thanked everyone that attended tonight's meeting and congratulated Environmental Charter High School on receiving the 2026 California Distinguished Schools Award.

Mayor Pro Tem Cuevas thanked everyone who attended tonight's meeting, everyone who made a public comment, and those watching on various media platforms, and congratulated Environmental Charter High School on receiving the 2026 California Distinguished Schools Award.

Mayor Pullen-Miles congratulated Environmental Charter High School on receiving the 2026 California Distinguished Schools Award, congratulated Resident Hofmann Gorman on the birth of her grandchild and congratulated her daughter on earning her master's degree. Mayor Pullen-Miles thanked Library Manager Coulter for providing the library updates and attending City Council meetings.

G. CONSENT CALENDAR

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

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

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

5. Accounts Payable Register

— Recommendation: that the City Council adopts Resolution No. CC-2605-015 authorizing the payment of certain claims and demands in the amount of \$399,313.24.

6. Minutes of the Lawndale City Council Regular Meeting April 20, 2026

— Recommendation: that the City Council approve the minutes.

H. ADMINISTRATION

7. Introduction and First Reading of Ordinance No. 1213-26 to Amend Chapter 2.04.120 of the Lawndale Municipal Code Regarding Propriety of Conduct at Council Meetings and Adopt

Resolution No. CC-2605-016 Amending the “Manual of Procedural Guidelines for the Conduct of City Council Meetings”

— Recommendation: that the City Council 1) Introduce for first reading by title only Ordinance No. 1213-26, an ordinance amending Chapter 2.04.120 of the Lawndale Municipal Code regarding Propriety of Conduct at Council Meetings and waive further reading; and 2) Schedule the second reading and adoption of Ordinance No. 1213-26 for the next meeting of the City Council, and schedule the adoption of Resolution No. CC-2605-016 for the same date.

City Attorney Murphy announced that Agenda Items H.7, H.8, H.9, and H.10, are related to Senate Bill 707, are being presented to comply with new legal requirements, and were reviewed by the City Attorney’s Office.

Assistant City Clerk Palomo presented the staff report.

A motion was made by Mayor Pro Tem Cuevas and seconded by Councilmember Suarez to introduce for first reading by title only Ordinance No. 1213-26, an ordinance amending Chapter 2.04.120 of the Lawndale Municipal Code regarding Propriety of Conduct at Council Meetings and waive further reading, schedule the second reading and adoption of Ordinance No. 1213-26 for the next meeting of the City Council, and schedule the adoption of Resolution No. CC-2605-016 for the same date. The motion passed by a vote of 5-0.

City Attorney Murphy read by title only Ordinance No. 1213-26.

8. Adopt Resolution No. CC-2605-019 Policy for Disruption of Telephonic or Internet Service, Senate Bill 707

— Recommendation: that the City Council 1.) Adopt Resolution No. CC-2605-019 establishing a City policy for disruption of telephonic or internet service during City Council meetings; or 2.) Provide staff with alternate direction.

A motion was made by Mayor Pro Tem Cuevas and seconded by Councilmember Suarez to adopt Resolution No. CC-2605-019 establishing a City policy for disruption of telephonic or internet service during City Council meetings. The motion passed by a vote of 5-0.

9. Adopt Resolution No. CC-2605-017 for Reasonable Accommodations Policy for Brown Act Meetings, Senate Bill 707

— Recommendation: that the City Council 1.) Adopt Resolution No. CC-2605-017 establishing a City policy to offer reasonable accommodations for participation in Brown Act meetings; or 2.) Provide staff with alternate direction.

A motion was made by Councilmember Kearney and seconded by Councilmember Talavera to adopt Resolution No. CC-2605-017 establishing a City policy to offer reasonable accommodations for participation in Brown Act meetings. The motion passed by a vote of 5-0.

10. Adopt Resolution No. CC-2605-018 Policy for Public Interpretation Assistance, Senate Bill 707

— Recommendation: that the City Council 1.) Adopt Resolution No. CC-2605-018 establishing a City policy for public interpretation assistance; or 2.) Provide staff with alternate direction.

A motion was made by Mayor Pro Tem Cuevas and seconded by Councilmember Talavera to adopt Resolution No. CC-2605-018 establishing a City policy for public interpretation assistance. The motion passed by a vote of 5-0.

11. Award of FY 25/26 Citywide Overhead Street Name Sign Replacement Project

— Recommendation: that the City Council 1.) Award a construction contract to Elecnor Belco Electric, Inc., in the amount of \$280,986.00 for the FY 25/26 Citywide Overhead Street Name Sign Replacement Project; and 2.) Approve a construction contingency in the amount of \$56,000; and 3) Authorize the City Manager to file a Notice of Completion with the County of Los Angeles upon project Completion.

Public Works Director Rodriguez presented the staff report.

In response to Councilmember Kearney's question, Public Works Director Rodriguez stated that approximately 1,000 signs were replaced in 2024 and nearly 4,000 in 2025, with 66 additional signs this year completing the City's sign replacement program.

A motion was made by Mayor Pro Tem Cuevas and seconded by Councilmember Kearney to award a construction contract to Elecnor Belco Electric, Inc., in the amount of \$280,986.00 for the FY 25/26 Citywide Overhead Street Name Sign Replacement Project, approve a construction contingency in the amount of \$56,000, and authorize the City Manager to file a Notice of Completion with the County of Los Angeles upon project completion. The motion passed by a vote of 5-0.

12. Award of Contract for Citywide Software Platform System

— Recommendation: that the City Council 1.) Review and discuss the Request for Proposal for Citywide Software to replace the existing software services provided by Cityview and/or Citizenserve; 2.) Approve a Subscription Service Order Agreement between the City of Lawndale and GovPilot, in a form approved by the City Attorney's Office; 3.) Authorize the City Attorney Office to make minor edits based on any direction from the City Council to the Subscription Service Order Agreement; or 4.) Provide further direction to staff.

Finance Director Manuelian presented the staff report and a presentation.

Discussion ensued among City Councilmembers and staff regarding overseeing the transfer of data to the new software, storing records in compliance with retention guidelines, other cities that utilize the software, cost differences between providers, staff participation in evaluating the software, and resident-facing features, including online application tracking and notifications.

Discussion ensued among City Councilmembers and staff regarding the length of time GovPilot and other providers have been in business, available software modules that could be added in the future,

additional module licensing costs, the cost difference between providers, the City's process for determining the lowest responsive proposer, feedback received from other cities utilizing GovPilot, and staff testing of the applicant portal and application process.

A motion was made by Mayor Pro Tem Cuevas and seconded by Councilmember Talavera to approve a Subscription Service Order Agreement between the City of Lawndale and GovPilot, in a form approved by the City Attorney's Office, and authorize the City Attorney Office to make minor edits based on any direction from the City Council to the Subscription Service Order Agreement. The motion passed by a vote of 5-0.

I. CITY MANAGER REPORT

Interim City Manager Felton deferred her time to Community Services Director Minter.

Community Services Director Minter invited the community to attend the Heart and Soul Music Festival scheduled for May 9, 2026, from 2:00 p.m. to 6:00 p.m., at Jane Addams Park, stated that shuttle service would be available between City Hall and the park, and noted that the event would include food vendors, games, youth performances, and live music.

J. ITEMS FROM CITY COUNCILMEMBERS

13. Discussion of Potential Cell Phone Policy

Requested by Councilmember Kearney.

— Recommendation: that the City Council 1) Discuss the potential for a formal policy to govern in-meeting use of cell phones; and 2) Give staff such direction as is appropriate.

Councilmember Kearney provided background information on the staff report.

City Attorney Murphy stated that in San Jose, a case arose after residents questioned councilmembers' use of cell phones during meetings, resulting in Public Records Act requests.

Councilmember Suarez, Councilmember Talavera, and Mayor Pullen-Miles commented in opposition to forming a policy governing in-meeting use of cell phones, citing the need to research items during meetings and to communicate in the event of emergencies.

By consensus, the City Council discussed the potential for a formal policy governing in-meeting use of cell phones and provided no further direction to staff.

14. Report of Attendance at Meetings

Councilmember Kearney attended a Fiscal Year 2026-27 Budget Ad Hoc Subcommittee meeting, the Lawndale Youth Day Parade, California Joint Powers Insurance Authority Elected Officials Summit, Water Replenishment District (WRD) Groundwater Festival, invited the community to attend the Heart and Soul Music Festival on May 9, 2026, from 2:00 p.m. to 6:00 p.m., at Jane Addams Park, and wished all mothers a happy Mother's Day.

Councilmember Talavera attended Senior Luncheons, the Lawndale Youth Parade, thanked everyone that participated, attended the 100th year old birthday celebration for Reverend George Covarrublio,

Hispanic-American Contributions Festival Planning Ad Hoc Subcommittee meeting, Mateo's Ice Cream and Fruit Bar Grand Opening, wished everyone a Happy Cinco de Mayo, all mothers a happy Mother's Day, thanked former Community Development Director Peter Kann for his service to the City, commended him for the good work he accomplished during his tenure, and wished him well in his future endeavors.

Councilmember Suarez attended the Lawndale Youth Day Parade, thanked everyone that participated, attended the WRD Groundwater Festival, and South Bay Housing Trust Board of Directors meeting.

Mayor Pro Tem Cuevas attended the Lawndale Youth Day Parade, thanked everyone that participated, attended the Hispanic-American Contributions Festival Planning Ad Hoc Subcommittee meeting, WRD Groundwater Festival, invited the community to attend the Heart and Soul Music Festival on May 9, 2026, from 2:00 p.m. to 6:00 p.m., at Jane Addams Park and wished all mothers a happy Mother's Day.

Mayor Pullen-Miles attended the Los Angeles County Sanitation Districts Board of Directors meeting, the Lawndale Youth Day Parade, wished everyone a Happy Cinco de Mayo, all mothers a happy Mother's Day, and invited the community to attend the Heart and Soul Music Festival on May 9, 2026, from 2:00 p.m. to 6:00 p.m., at Jane Addams Park.

K. 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. 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: Suarez v. County of Los Angeles et al. (CD California, Case No. 2:26-cv-2943).

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

The City Council convened into closed session at 7:50 p.m.

The City Council reconvened from closed session at 7:57 p.m.

City Attorney Murphy announced that the City Councilmembers were briefed on the closed session matters, and Councilmember Suarez recused herself from Agenda Item K.16. Conference with Legal Counsel - Existing Litigation, and left the room at 7:54 p.m, after Agenda Item K.15 was concluded.

City Attorney Murphy reported that there was no reportable action for Closed Session Items K.15. Conference with Legal Counsel - Existing Litigation or K.16. Conference with Legal Counsel - Existing Litigation.

L. ADJOURNMENT

There being no further business to conduct, Mayor Pullen-Miles adjourned the meeting at 7:58 p.m.

Robert Pullen-Miles, Mayor

Erica Harbison, City Clerk

Approved: 5/18/26

DRAFT



CITY OF LAWDALE

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

DATE: May 18, 2026
TO: Honorable Mayor and City Council
FROM: Raylette Felton, Interim City Manager
PREPARED BY: Yvette Palomo, Assistant City Clerk
SUBJECT: **Conflict of Interest Code Biennial Notification**

BACKGROUND

The Political Reform Act, Government Code Section 81000 et seq., requires every local government agency to review its conflict of interest code biennially. A conflict of interest code tells public officials, governmental employees, and consultants what financial interests they must disclose on their Statement of Economic Interests (Form 700).

STAFF REVIEW

The Fair Political Practices Commission (FPPC) has prepared the 2026 Local Agency Biennial Notice for local agencies to complete before submitting to the City's code reviewing body, the City Council. To ensure that the City of Lawndale's conflict of interest code remains current and accurate, a review of the code is required at least every even numbered year. The Political Reform Act requires an agency's conflict of interest code to contain the following:

- a. A list of positions within the agency whose responsibilities and activities involve the making or participation in the making of decisions which may foreseeably have a material effect on the incumbent's financial interests, and the specific types of investments, business positions, real property interests and sources of income which must be reported by each position;
- b. Must require each designated employee to file statements of economic interests; and
- c. Must set forth circumstances under which these designated employees must disqualify themselves from making, participate in the making, or using their official position to influence decisions.

The City's current conflict of interest code was approved by the City Council in August 2024, and is in compliance with these requirements. Government Code Section 87306.5 requires the City Council to notify staff by July 1, 2026, to begin reviewing the City's conflict of interest code for revisions and report its findings no later than October 1, 2026.

In the FPPC's biennial notice instructions for local agencies, it is recommended that if the answers to any of the following questions are yes, code amendments are probably needed:

- Is the current code more than five years old?
- Have there been any substantial changes to the agency's organizational structure since the last code was approved?
- Have any positions been eliminated or re-named since the last code was approved?
- Have any new positions been added since the last code was approved?
- Have there been any substantial changes in duties or responsibilities for any positions since the last code was approved?

City staff will review the conflict of interest code and work with the City Attorney's Office to determine if an amendment is needed, and make a recommendation to the City Council no later than October 1, 2026.

LEGAL REVIEW

The City Attorney has reviewed and approved this report.

FISCAL IMPACT

None.

RECOMMENDATION

Staff recommends that the City Council direct staff and the City Attorney to review the City's conflict of interest code to determine whether any amendments are required and submit the findings to the City Council no later than October 1, 2026.

Attachments

[A. 2026 Conflict of Interest Code Biennial Notice Instructions](#)

ATTACHMENT A

2026 Conflict of Interest Code Biennial Notice Instructions for Local Agencies

The Political Reform Act requires every local government agency to review its conflict of interest code biennially. A conflict of interest code tells public officials, governmental employees, and consultants what financial interests they must disclose on their Statement of Economic Interests (Form 700).

By **July 1, 2026**: The code reviewing body must notify agencies and special districts within its jurisdiction to review their conflict of interest codes.

By **October 1, 2026**: The biennial notice must be filed with the agency's code reviewing body.

The FPPC has prepared a 2026 Local Agency Biennial Notice form for local agencies to complete or send to agencies within its jurisdiction to complete before submitting to the code reviewing body. The City Council is the code reviewing body for city agencies. The County Board of Supervisors is the code reviewing body for county agencies and any other local government agency whose jurisdiction is determined to be solely within the county (e.g., school districts, including certain charter schools). The FPPC is the code reviewing body for any agency with jurisdiction in **more than one county** and will contact them.

The Local Agency Biennial Notice is not forwarded to the FPPC.

If amendments to an agency's conflict of interest code are necessary, the amended code must be forwarded to the code reviewing body for approval within 90 days. An agency's amended code is not effective until it has been approved by the code reviewing body.

If you answer yes, to any of the questions below, your agency's code probably needs to be amended.

- Is the current code more than five years old?
- Have there been any substantial changes to the agency's organizational structure since the last code was approved?
- Have any positions been eliminated or re-named since the last code was approved?
- Have any new positions been added since the last code was approved?
- Have there been any substantial changes in duties or responsibilities for any positions since the last code was approved?

If you have any questions or are still not sure if you should amend your agency's conflict of interest code, please contact the FPPC. Additional information including an online webinar regarding how to amend a conflict of interest code is available on [FPPC's website](#).

2026 Local Agency Biennial Notice

Name of Agency: _____

Mailing Address: _____

Contact Person: _____ Phone No. _____

Email: _____ Alternate Email: _____

Accurate disclosure is essential to monitor whether officials have conflicts of interest and to help ensure public trust in government. The biennial review examines current programs to ensure that the agency's code includes disclosure by those agency officials who make or participate in making governmental decisions.

This agency has reviewed its conflict of interest code and has determined that (*check one BOX*):

An amendment is required. The following amendments are necessary:

(*Check all that apply.*)

Include new positions

Revise disclosure categories

Revise the titles of existing positions

Delete titles of positions that have been abolished and/or positions that no longer make or participate in making governmental decisions

Other (*describe*) _____

The code is currently under review by the code reviewing body.

No amendment is required. (If your code is over five years old, amendments may be necessary.)

Verification (to be completed if no amendment is required)

This agency's code accurately designates all positions that make or participate in the making of governmental decisions. The disclosure assigned to those positions accurately requires that all investments, business positions, interests in real property, and sources of income that may foreseeably be affected materially by the decisions made by those holding designated positions are reported. The code includes all other provisions required by Government Code Section 87302.

Signature of Chief Executive Officer

Date

All agencies must complete and return this notice regardless of how recently your code was approved or amended. Please return this notice no later than **October 1, 2026**, or by the date specified by your agency, if earlier, to:

(PLACE RETURN ADDRESS OF CODE REVIEWING BODY HERE)

City of Lawndale
14717 Burin Avenue
Lawndale, CA 90260

PLEASE DO NOT RETURN THIS FORM TO THE FPPC.



CITY OF LAWNDALE

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

DATE: May 18, 2026
TO: Honorable Mayor and City Council
FROM: Raylette Felton, Interim City Manager
PREPARED BY: Yvette Palomo, Assistant City Clerk

SUBJECT: **Second Reading and Adoption of Ordinance No. 1213-26 to Amend Chapter 2.04.120 of the Lawndale Municipal Code Regarding Propriety of Conduct at Council Meetings and Adopt Resolution No. CC-2605-016 Amending the "Manual of Procedural Guidelines for the Conduct of City Council Meetings"**

BACKGROUND

On October 3, 2025, Governor Newsom signed into law Senate Bill 707 (SB 707), which amends the Brown Act with the intent to diversify and increase public engagement during local government meetings of legislative bodies. Among the various new requirements under SB 707, all qualified legislative bodies must now offer hybrid meetings and facilitate remote participation during public meetings. The City Council Chamber is currently undergoing an equipment and technology system upgrade that will accommodate the Brown Act public access requirements.

SB 707 requires the City to formally adopt a policy, on or before July 1, 2026, that outlines the procedures to address disruptive behavior for remote participants. Since the City Council currently has a policy regarding the propriety of conduct at City Council meetings, a minor amendment to the Lawndale Municipal Code (LMC) and the "Manual of Procedural Guidelines for the Conduct of City Council Meetings" ("Manual") will satisfy this new State requirement.

STAFF REVIEW

At the May 4, 2026, City Council Meeting, staff prepared a draft ordinance to amend Chapter 2.04.120 of the LMC regarding the propriety of conduct at City Council meetings and a draft resolution to amend the "Manual" to incorporate the revisions being made in the proposed ordinance. The ordinance was introduced for first reading and read by title only.

The proposed amendments for both the ordinance and resolution are outlined in detail in Attachment A and Attachment B, respectively, of this report.

LEGAL REVIEW

The City Attorney's office has reviewed Ordinance No. 1213-26 and Resolution No. CC-2605-016 and approved them as to form.

FISCAL IMPACT

None.

RECOMMENDATION

Staff recommends that the City Council:

1. Approve the second reading and adopt Ordinance No. 1213-26, an ordinance amending Chapter 2.04.120 of the Lawndale Municipal Code regarding Propriety of Conduct at Council Meetings, and waive further reading; and
2. Adopt Resolution No. CC-2605-016 amending the “Manual of Procedural Guidelines for the Conduct of City Council Meetings” to incorporate the revisions being made in the proposed ordinance.

Attachments

[A. Ordinance No. 1213-26 Amending LMC 2.04.120](#)

[B. Resolution No. CC-2605-016 Conduct at Council Meetings](#)

[C. Excerpt of Manual of Procedural Guidelines for Conduct of City Council Meetings](#)

ATTACHMENT A

ORDINANCE NO. 1213-26

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LAWNSDALE, CALIFORNIA AMENDING CHAPTER 2.04.120 OF THE LAWNSDALE MUNICIPAL CODE REGARDING PROPRIETY OF CONDUCT AT COUNCIL MEETINGS

SUMMARY: This ordinance would amend the city's Municipal Code regarding the decorum of conduct at City Council meetings.

WHEREAS, on October 3, 2025, Governor Newsom signed into law Senate Bill 707 (SB 707), which amends the Brown Act with the intent to diversify and increase public engagement during local government meetings of legislative bodies; and

WHEREAS, among the various new requirements under SB 707, all qualified legislative bodies must now offer hybrid meetings and facilitate remote participation during public meetings; and

WHEREAS, SB 707 requires the City to formally adopt a policy, on or before July 1, 2026, that outlines the procedures to address disruptive behavior for remote participants; and

WHEREAS, the City Council wishes to amend Chapter 2.04.120 of the Lawnsdale Municipal Code regarding the propriety of conduct at City Council meetings.

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

SECTION 1. Add the new language in bold font to Section B. and C. of Section 2.04.120 of the Lawnsdale Municipal Code to read as follows:

- B. Any person who impairs or disturbs the orderly conduct of a city council meeting by intentionally committing acts in violation of the provisions of this section, whether members of the council or audience, shall be advised of such violation and requested to curtail such acts by the presiding officer. If, after such advice and request, such persons refuse or fail to curtail such acts, the presiding officer may cause any peace officer present to eject them from the Council Chamber **or from online participation.**
- C. The presiding officer, or their designee, may remove an individual for disrupting the meeting by the following process for removal:
 - 1. Warn the individual that their behavior is disrupting the meeting and their failure to cease their behavior may result in removal; and
 - 2. Remove the individual **from the room or from online participation** if they do not "promptly" cease their disruptive behavior.

SECTION 2. The City's municipal code publisher, General Code Publishing, is directed to amend the subsections of Section 2.04.120 to the terms defined therein.

SECTION 3. 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 4. The City Clerk shall certify to the passage and adoption of this ordinance, and shall make a minute of the passage and adoption thereof in the records of and the proceedings of the City Council at which the same is passed and adopted. This ordinance shall be in full force and effect thirty (30) days after its final passage and adoption, and within fifteen (15) days after its final passage, the City Clerk shall cause it to be published in a newspaper of general circulation and shall post the same at the City Hall.

PASSED, APPROVED, AND ADOPTED this 18th day of May, 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. 1213-26 at its regular meeting held on the 4th day of May, 2026, and duly approved and adopted said ordinance at its regular meeting held on the 18th day of May, 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					
Francisco M. Talavera					
Pat Kearney					

Erica Harbison, City Clerk

Date

APPROVED AS TO FORM:

Gregory M. Murphy, City Attorney

ATTACHMENT B

RESOLUTION NO. CC-2605-016

**A RESOLUTION OF THE CITY COUNCIL
OF THE CITY OF LAWNSDALE, CALIFORNIA,
AMENDING THE “MANUAL OF PROCEDURAL GUIDELINES FOR
THE CONDUCT OF CITY COUNCIL MEETINGS”**

WHEREAS, in January 1987, the City Council of the City of Lawndale (“City”) established certain procedures for the orderly conduct of City Council business and incorporated said procedures in its *Manual of Procedural Guidelines for the Conduct of City Council Meetings* (“Manual”); and

WHEREAS, on October 3, 2025, Governor Newsom signed into law Senate Bill 707 (SB 707), which amends the Brown Act with the intent to diversify and increase public engagement during local government meetings of legislative bodies; and

WHEREAS, among the various new requirements under SB 707, all qualified legislative bodies must now offer hybrid meetings and facilitate remote participation during public meetings; and

WHEREAS, SB 707 requires the City to formally adopt a policy, on or before July 1, 2026, that outlines the procedures to address disruptive behavior for remote participants; and

WHEREAS, the City Council wishes to update its “Manual” regarding the propriety of conduct at City Council meetings.

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

SECTION 1. Add the new language in bold font to page 8, Section 7. The Presiding Officer, of its “Manual” to read as follows:

SECTION 7. THE PRESIDING OFFICER

The meeting shall be presided over and chaired by the mayor or, in the mayor's absence, the mayor pro tem. The presiding officer shall have the authority to rule any speaker out of order, including speakers during the public comment period if the subject raised is not within the subject matter jurisdiction of the City Council, or during a public hearing if the speaker is not presenting testimony or evidence relevant to the matter which is the subject of the public hearing. The presiding officer shall have the responsibility for the conduct of meetings in an orderly manner and to prevent the obstruction of business, and in carrying out this responsibility shall have the authority to give the floor to any member of the City Council or public by recognizing them, to prevent the misuse of legitimate forms of motions or privileges, to take matters up out of order, and to order any persons willfully interrupting the meeting to be removed from the room **or from online participation**. The presiding officer shall have the responsibility to enforce Section 2.04.120 of the Lawndale Municipal Code pertaining to the propriety of conduct at City Council meetings.

For the purpose of this section, prohibited acts shall include, but not be limited to, the following, provided that such acts actually impair or disturb the orderly conduct of the city council meeting:

1. Speaking without being recognized by the presiding officer whether **in person or via online access**;
2. Continuing to speak after the allotted time has expired;
3. Speaking on an item at a time not designated for discussion by the public of that item;
4. Speaking on an item that is not within the jurisdiction of the city council;
5. Attempting to engage the audience rather than the city council;
6. Throwing objects;
7. Creating auditory or visual disturbances, such as ringing bells, blowing whistles, displaying banners, and flashing lights;
8. Refusing to modify conduct after being advised by the presiding officer that the conduct is disrupting, delaying, or impairing the meeting, or disobeying any other lawful order of the presiding officer;
9. Attempting to make slanderous, profane, or threatening remarks; and
10. Engaging in any other disorderly conduct that disrupts the meeting.

The presiding officer, or their designee, may remove an individual for disrupting the meeting by the following process for removal:

1. Warn the individual that their behavior is disrupting the meeting and their failure to cease their behavior may result in removal; and
2. Remove the individual **from the room or from online participation** if they do not “promptly” cease their disruptive behavior.

SECTION 2. The City Clerk shall cause the update of the “Manual” by incorporating the aforementioned amendments upon adoption of this resolution by the City Council.

PASSED, APPROVED AND ADOPTED this 18th day of May, 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-2605-016 at a regular meeting of said Council held on the 18th day of May, 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					
Francisco M. Talavera					
Pat Kearney					

Erica Harbison, City Clerk

APPROVED AS TO FORM:

Gregory M. Murphy, City Attorney

ATTACHMENT C

software ("malware") such as computer viruses and for impermissible content, and take appropriate action.

(C) Procedure.

(1) Any speaker who wishes to address the City Council may complete a speaker request card and submit it to the city clerk. The speaker request card's primary purpose is to ensure that the speaker's name is properly recorded in the meeting minutes and to provide contact information for later staff follow-up, if appropriate. The card will clearly state that it is a public record subject to disclosure. Failure to fill out such a card shall not, standing alone, be a basis for refusing to allow the speaker an opportunity to address the City Council. The city clerk shall forward the speaker cards to the presiding officer.

(2) Upon addressing the City Council, each speaker should be invited but not required to identify himself or herself for the purpose of writing the minutes of the meeting.

(3) At the close of *Oral Communications*, the City Council shall respond to any speaker's comments during the *Comments from Council* period on the agenda. During the *Comments from Council* period, the City Council through its presiding officer may make one of the following determinations:

(a) The subject(s) raised by any speaker do(es) not require investigation or response.

(b) The subject(s) raised by any speaker should be referred to staff for investigation and/or response.

(c) The subject(s) raised by any speaker should be placed on the agenda for the next appropriate meeting for action by the City Council.

SECTION 7. THE PRESIDING OFFICER

The meeting shall be presided over and chaired by the mayor or, in the mayor's absence, the mayor pro tem. The presiding officer shall have the authority to rule any speaker out of order, including speakers during the public comment period if the subject raised is not within the subject matter jurisdiction of the City Council, or during a public hearing if the speaker is not presenting testimony or evidence relevant to the matter which is the subject of the public hearing. The presiding officer shall have the responsibility for the conduct of meetings in an orderly manner and to prevent the obstruction of business, and in carrying out this responsibility shall have the authority to give the floor to any member of the City Council or public by recognizing them, to prevent the misuse of legitimate forms of motions or privileges, to take matters up out of order, and to order any persons willfully interrupting the meeting to be removed from the room. The presiding officer shall have the responsibility to enforce Section 2.04.120 of the Lawndale Municipal Code pertaining to the propriety of conduct at City Council meetings.

For the purpose of this section, prohibited acts shall include, but not be limited to, the following, provided that such acts actually impair or disturb the orderly conduct of the city council meeting:

1. Speaking without being recognized by the presiding officer;

2. Continuing to speak after the allotted time has expired;
3. Speaking on an item at a time not designated for discussion by the public of that item;
4. Speaking on an item that is not within the jurisdiction of the city council;
5. Attempting to engage the audience rather than the city council;
6. Throwing objects;
7. Creating auditory or visual disturbances, such as ringing bells, blowing whistles, displaying banners, and flashing lights;
8. Refusing to modify conduct after being advised by the presiding officer that the conduct is disrupting, delaying, or impairing the meeting, or disobeying any other lawful order of the presiding officer;
9. Attempting to make slanderous, profane, or threatening remarks; and
10. Engaging in any other disorderly conduct that disrupts the meeting.

The presiding officer, or their designee, may remove an individual for disrupting the meeting by the following process for removal:

1. Warn the individual that their behavior is disrupting the meeting and their failure to cease their behavior may result in removal; and
2. Remove the individual if they do not “promptly” cease their disruptive behavior.

Any determination made by the presiding officer may be appealed by the making of a motion to appeal the ruling by any other member of the City Council. The presiding officer's determination will stand unless a majority of the City Council votes in favor of the motion to appeal the ruling, in which case the ruling of the presiding officer will be overridden. The motion to appeal the ruling is debatable, and the presiding officer may participate in the debate and the voting on the motion. A vote upon a motion to appeal the ruling is purely a procedural matter, and shall not constitute "action taken" on any substantive question.

SECTION 8. PROCEDURES FOR THE CONDUCT OF MEETINGS

(A) Mayor and Councilmember Seating Arrangements. During all meetings of the City Council held in the City Hall council chamber, the mayor and councilmembers shall be seated as follows, with seating assignments given from the perspective facing the audience:

- (1) The mayor and councilmembers shall sit in the five furthest leftward positions on the dais.
- (2) The mayor's position shall be the fourth seat from the left.



CITY OF LAWNDALE

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

DATE: May 18, 2026

TO: Honorable Mayor and City Council

FROM: Raylette Felton, Interim City Manager

PREPARED BY: Raylette Felton, Interim City Manager

SUBJECT: **Resolutions to Approve Job Description for Public Safety Officer and Third Amendment to Fiscal Year 2025-2026 City-wide Salary and Pay Schedule**

BACKGROUND

At the October 20, 2025, City Council meeting, staff presented an item for City Council's consideration regarding the implementation of a Community Service Officer Program that would assist the Los Angeles Sheriff's Department (LASD) deputies in responding to non-criminal calls for service. This program is currently implemented by other contract cities (Cerritos, Bellflower, Lakewood, Norwalk, Temple City, etc.) and has been successful in increasing the presence and availability of deputies by allowing them to more readily respond to calls for service involving crimes.

During the November 17, 2025, City Council meeting, City Council approved a budget and the creation of new classification of Public Safety Officer to be allocated to the Municipal Services Department. Staff is now recommending the approval of the Public Safety Officer job description and the approval and adoption of a amendment to the salary and pay schedule for fiscal year 2025-2026.

STAFF REVIEW

Staff completed a review of the Public Safety Officer duties and responsibilities at other contract cities and developed the attached position description that fits within the City's current classification plan. The position of Public Safety Officer will report to the Director of Municipal Services, or assigned supervisory or management personnel, and perform non-sworn calls for service and report writing in support of LASD and traffic control, parking enforcement, and other Municipal Services Department work functions as assigned. Based on the duties and responsibilities of this position, the Public Safety Officer has been assigned Range 72, Salary \$5,402 – \$6,832 per month, which would be commensurate with senior-level positions with the City. In addition, staff believe this position would be appropriately assigned to the American Federation of State, County, and Municipal Employees, Council 36, Local 1895 (AFSCME) Classified Unit ("CL") bargaining unit. Staff met and conferred with AFSCME pursuant to the Meyers-Milias-Brown Act, Government Code section 3500 *et seq.* (MMBA), regarding the proposed addition of this full-time position to the CL bargaining unit, which was agreed. If approved by City Council, the position will be added to the CL salary schedule and presented to City Council upon completion of the 2028 labor contract negotiations.

Attached for City Council's consideration is Resolution No. CC-2605-022, to establish the job description for the Public Safety Officer position and Resolution No. CC-2605-023 adopting a third amendment to the City-wide Salary/ Pay Schedule for fiscal year 2025-2026.

LEGAL REVIEW

The City Attorney's Office has reviewed and approved the staff report and attached resolution as to form.

FISCAL IMPACT

There are no additional budget amendments associated with the creation of this job description. Funding for the full-time Public Safety Officer position was approved by City Council and adopted during the FY 2025-26 mid-year budget process for the Municipal Services Department.

RECOMMENDATION

Staff recommends City Council: 1) approve and adopt Resolution No. CC-2605-022, establishing the Public Safety Officer position and job description with a salary range of Range 72, \$5,402 – \$6,832 per month allocated to the Municipal Services Department, and; 2) approve and adopt Resolution No. CC-2605-023, amending the Citywide Salary and Pay Schedule for Fiscal Year 2025-2026.

Attachments

[Attachment A - Resolution CC-2605-022- Public Safety Officer.pdf](#)

[Attachment B -Resolution CC-2605-023- Third Amend City-wide Salary Schedule FY 2025-2026.pdf](#)

ATTACHMENT A

RESOLUTION NO. CC-2605-022

**A RESOLUTION OF THE CITY COUNCIL
OF THE CITY OF LAWDALE, CALIFORNIA
ADDING THE POSITION OF PUBLIC SAFETY OFFICER TO THE CLASSIFIED SERVICE,
DESIGNATING THE POSITION AS PART OF THE CLASSIFIED EMPLOYEES
BARGAINING UNIT AND APPROVAL OF JOB DESCRIPTION**

WHEREAS, on November 4, 1974, the City Council of the City of Lawndale ("City Council") adopted Resolution No. 1503, which establishes criteria for the administration of employer/employee relations and communications; and

WHEREAS, Section 2.05 of the Personnel Rules and Regulations, adopted by the City Council of the City of Lawndale ("City"), requires that the City Council approve any changes made to the City's classification plan; and

WHEREAS, the City Council now desires to add the position of Public Safety Officer to the City's classification plan and salary schedule, with a salary range of Range 72, \$5,402 – \$6,832 per month and create a job description to recognize the duties and responsibilities of this newly created position; and

WHEREAS, the City has fully met and conferred pursuant to the Meyer-Miliias-Brown Act, Government Code section 3500, *et seq.* ("MMBA"), with Local 1895, Council 36, American Federation of State, County and Municipal Employees, AFL-CIO, which represents the Classified Employees Unit ("CL Unit"), regarding the City's proposed addition of the position.

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

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

SECTION 2. That the position of Public Safety Officer is hereby added to the City's classified service.

SECTION 3. That the position of Public Safety Officer is added to the CL Unit, which is presently represented by the Local 1895, Council 36, American Federation of State, County and Municipal Employees, AFL-CIO.

SECTION 4. That the position description for the position of Public Safety Officer contained in Exhibit "A", attached hereto and made a part of the City's classification plan hereof, is hereby adopted as the position description for the Public Safety Officer classification, with a salary range of 72 \$5,402 – \$6,832 per month, effective May 18, 2026.

PASSED, APPROVED AND ADOPTED this 18th day of May, 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-2605-022 at a regular meeting of said Council held on the 18th day of May, 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					
Francisco M. Talavera					
Pat Kearney					

Erica Harbison, City Clerk

APPROVED AS TO FORM:

Gregory M. Murphy, City Attorney

EXHIBIT "A"



Public Safety Officer

Job Title: Public Safety Officer
Pay Grade: 72
FLSA: Non-Exempt

Job Code: 6011
Effective Date: May 2026
Revision Date:

JOB SUMMARY:

Under general supervision, performs a variety of routine to complex non-sworn activities within the City's Municipal Services Department. This position provides comprehensive support to law enforcement staff with non-emergency calls for service, investigations, records management, and reports; assists in monitoring and implementing a wide variety of law enforcement programs, projects, and services; enforce City codes, ordinances, parking, and traffic regulations; and performs a variety of other duties based on the needs of the department including those related to special assignments, as required.

DISTINGUISHING CHARACTERISTICS:

This position provides full range of non-sworn administrative support, traffic control, parking enforcement, community-oriented policing, and investigative tasks within the City. Incumbents receive written and verbal instructions from law enforcement personnel. The position is supervised by the Director of Municipal Services or assigned supervisory or management personnel. Positions at this level work independently and exercise judgment and initiative, adhering to established policies and procedures and ensures compliance with ordinances and codes. The Public Safety Officer position may provide lead or technical direction and training and so must be fully aware of the operating procedures and policies of the assigned work area.

DUTIES AND RESPONSIBILITIES:

- Performs non-hazardous investigations including searching for, identifying, collecting, preserving, and booking evidence and information from the public regarding criminal activity, such as thefts, accidents, lost and found property, and other incidents that do not require the presence of a sworn law enforcement officer at the scene.
- Interviews victims, witnesses, suspects, and references to obtain details, admission, and leads; completes standard police reports for review by sworn supervisory personnel; prepares written reports for incidents and documents activities and enforcement work, following established formats.
- Establishes and maintains accurate department and law enforcement records, case files, and automated or manual logs of departmental actions; research and compiles information; files and distributes reports to the proper individual or agency.
- Provides traffic control; identifies and removes or facilitates the removal of hazardous traffic debris at accident scenes; assists disabled motorists; provides for the towing and storage of vehicles, as necessary.
- Provides customer service, in person and by telephone, by responding to public inquiries, complaints, questions, requests for service, and providing general information regarding City and department policies, procedures, codes, ordinances and regulations; answers challenging questionquestions and resolves issues.
- Provides comprehensive non-sworn administrative staff support to the Sheriff's Department on a wide variety of programs, projects, and services.
- Acts as a liaison for the City by attending a variety of interdisciplinary meetings to promote a positive public relation; assists in developing and maintaining partnerships with community groups, other governmental agencies, non-profit organizations, city contractors, vendors, committees, commissioners, and other civic organizations.
- Identifies, determines, and enforces vehicle codes, parking regulations, and abatement regulations related to abandoned, wrecked or nuisance vehicles; issues notices and initiates abatement measures to include towing, and impounding vehicles; processes necessary forms and related documents as required.
- Testifies in court as necessary.

This job description indicates in general the nature and levels of work, knowledge, skills, abilities and other essential functions (as covered under the Americans with Disabilities Act) expected of an incumbent. It is not designed to cover or contain a comprehensive listing of activities, duties or responsibilities required of an incumbent. An incumbent may be asked to perform other duties as required. A Disaster Service Worker in compliance with California Government Code Section 3100.

- May assist with animal control activities.
- Performs all other duties as needed or assigned.

MINIMUM QUALIFICATIONS:

Equivalent to a high school diploma or GED AND two (2) or more years of work experience involving frequent public interaction, enforcing municipal code regulations for a public agency, or providing public safety support services for a law enforcement agency. An associate degree or coursework in criminal justice, paralegal studies, or a related field is highly desired.

LICENSES/CERTIFICATIONS:

- State of California Class C Driver's license.
- CA P.O.S.T, PC 832 Certificate, within three (3) months of hire.
- Any other P.O.S.T Certifications or related training or certifications is highly desired.
- CPR/AED/First Aid Certificate.

KNOWLEDGE, SKILLS & ABILITIES REQUIRED:

Knowledge of:

- General public assessment of the City's roles, responsibilities, and commitment to its residents.
- Applicable federal, state, and local laws, statutes, ordinances, regulations, procedures, and standards related to City department.
- Basic functions, principles, and practices of law enforcement agencies and community-oriented policing, including terminology, law enforcement codes, crime scene procedures, evidence handling and retention regulations.
- Standard techniques of effective interviewing and investigation report writing.
- Business communication practices, including professional correspondence and standard formatting for reports and written correspondence.
- Basic arithmetic and statistical techniques.
- Safe work methods and traffic safety rules, practices, regulations, and protocols.
- Strong interpersonal skills demonstrated through tact, patience, and courtesy to foster a positive and respectful customer service and workplace environment.
- Record keeping principles and procedures.
- Computer software and hardware, including word processing, database, spreadsheet, and graphics applications.
- English usage, grammar, spelling, vocabulary, and punctuation.
- Public relations and customer service practices and techniques.
- General laws and regulations affecting work.

Ability to:

- Interpret, apply, and explain City policies, procedures, standards and federal, state, and local codes and regulations and enforcement provisions.
- Understand the functions, principles, and practices of law enforcement agencies and community-oriented policing.
- Identify, observe, analyze, and obtain complete and accurate information from individuals in stressful or emergency situations.
- Analyze situations and identify pertinent problems/issues; collect relevant information; evaluate realistic options; and recommend/implement appropriate course of action.
- Respond to and investigate crimes and incidents occurring within City jurisdiction.
- Listen attentively, understand, and follow verbal and written directions and procedures provided.
- Prepare clear and effective reports, correspondence, and other written material

This job description indicates in general the nature and levels of work, knowledge, skills, abilities and other essential functions (as covered under the Americans with Disabilities Act) expected of an incumbent. It is not designed to cover or contain a comprehensive listing of activities, duties or responsibilities required of an incumbent. An incumbent may be asked to perform other duties as required. A Disaster Service Worker in compliance with California Government Code Section 3100.

- Organize and maintain accurate and complete records, files, and statistical reports.
- Communicate clearly, concisely, and effectively both verbally and in writing, using proper grammar, syntax, punctuation, and spelling.
- Operate computer systems, software applications, and modern office equipment to perform assigned work.
- Understand and use standard radio broadcasting codes and procedures.
- Apply sound professional judgement, critical thinking, and problem-solving skills.
- Maintain confidentiality.
- Maintain uniform standards and present a neat and clean professional appearance that is conducive to public contact.
- Use tact, discretion, and care in maintaining critical and sensitive information, records, and reports.
- Use mathematical functions and principles and perform complex arithmetic calculations accurately.
- Establish and maintain courteous and cooperative working relationships with those contacted in the course of work, in adverse situations.
- Organize work, set priorities, meet critical deadlines, and follow-up on assignments.
- Safely operate equipment and a motor vehicle, in and around traffic, to various sites and locations.

PHYSICAL DEMANDS:

While performing the duties of this job, the employee is regularly required to drive, sit, stand, and walk on level and slippery and uneven surfaces for long periods of time. The employee frequently is required to use hands to finger, handle, or feel; reach with hands and arms; squat, twist, see, talk, and hear. The employee may climb, stoop, kneel, bend, and run. The employee must possess the strength, stamina, and mobility to perform light physical work; lift, carry, push, pull and/or move up to 50 pounds. Specific vision abilities required by this job include close vision and ability to adjust focus.

WORK ENVIRONMENT:

While performing the duties of this job, the employee regularly works in busy outdoors and indoor conditions, with frequent public contact and interruptions, around traffic and may be subjected to stressful situations. The noise level in the work environment is usually moderate to loud and in variable weather conditions. The employee will be required to operate a City vehicle and drive on surface streets to various locations to perform duties. May be required to work various shifts and irregular hours including days, evenings, nights, weekends, and holidays, as necessary and based on the needs of the department or in cases of emergencies, disasters, critical incidents, as otherwise required.

Employee's Signature/Date

Supervisor's Signature/Date

(This position description accurately reflects my current job)

(This position description reflects the employee's current job)

This job description indicates in general the nature and levels of work, knowledge, skills, abilities and other essential functions (as covered under the Americans with Disabilities Act) expected of an incumbent. It is not designed to cover or contain a comprehensive listing of activities, duties or responsibilities required of an incumbent. An incumbent may be asked to perform other duties as required. A Disaster Service Worker in compliance with California Government Code Section 3100.

ATTACHMENT B

RESOLUTION NO. CC-2605-023

**A RESOLUTION OF THE CITY COUNCIL
OF THE CITY OF LAWNSDALE, CALIFORNIA
APPROVING A THIRD AMENDMENT TO THE PUBLICLY AVAILABLE CITY-WIDE
SALARY AND PAY SCHEDULE AS REQUIRED BY CALPERS FOR FISCAL YEAR 2025-2026**

WHEREAS, the City of Lawnsdale (“City”) contracts with the California Public Employees’ Retirement System (“CalPERS”) to provide retirement benefits for its employees pursuant to the Public Employees Retirement Law, Government Code section 20000 *et seq.* (“PERL”) and Public Employees Pension Reform Act of 2013, Government Code section 7522 *et seq.* (“PEPRA”); and

WHEREAS, California Code of Regulations, Title 2, Section 570.5 sets forth the requirements for CalPERS’ contracting local agencies’ adoption of a publicly available pay schedule to effectuate the benefits provided pursuant to PERL and PEPRA; and

WHEREAS, California Code of Regulations, Title 2, Section 570.5 requires that the governing body of a CalPERS’ contracting local agency approve and adopt a publicly available pay schedule in accordance with public meeting laws, for which the pay schedule must identify each position by title, the individual pay rate amount or ranges for that position, and the time upon which the amounts are based, among other requirements; and

WHEREAS, the City Council approved Resolution No. CC-2506-032, Resolution No. 2509-044, and Resolution No. 2604-010, adopting a publicly available pay schedule for the period covering 2025 through 2026; and

WHEREAS, the City Council now desires to amend and update the pay schedule in accordance with the requirements of California Code of Regulations, Title 2, Section 570.5 to reflect changes made to certain position which will become effective on May 18, 2026.

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

SECTION 1. That the City-wide Salary and Pay Schedule contained in Exhibit "A", attached hereto and made a part hereof, is hereby amended and adopted in accordance with the requirements of California Code of Regulations, Title 2, Section 570.5.

SECTION 2. That this City-wide Salary and Pay Schedule will be made available for public viewing via the City website for no less than five (5) years.

PASSED, APPROVED AND ADOPTED this 18th day of May, 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-2605-023 at a regular meeting of said Council held on the 18th day of May, 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					
Francisco M. Talavera					
Pat Kearney					

Erica Harbison, City Clerk

APPROVED AS TO FORM:

Gregory M. Murphy, City Attorney

EXHIBIT “A”

CITY OF LAWDALE CITY-WIDE SALARY/ PAY SCHEDULE FISCAL YEAR 2025-2026 THIRD AMENDMENT

EXHIBIT "A"
CITYWIDE SALARY AND PAY SCHEDULE
FISCAL YEAR 2025-26

MAY 18, 2026

Job ID	Current Job Title	Range	Step A		Step B		Step C		Step D		Step E		Bargaining Group
			Monthly	Yearly	Monthly	Yearly	Monthly	Yearly	Monthly	Yearly	Monthly	Yearly	
2002	Deputy City Clerk	82	\$6,209	\$74,510	\$6,520	\$78,236	\$6,846	\$82,147	\$7,188	\$86,255	\$7,547	\$90,567	AFSCME MID-MANAGEMENT UNIT (MM)
5006	Assistant Planner	87	\$6,526	\$78,311	\$6,852	\$82,226	\$7,195	\$86,338	\$7,555	\$90,654	\$7,932	\$95,187	AFSCME MID-MANAGEMENT UNIT (MM)
5003	Grant/Economic Dev Coordinator	90	\$6,724	\$80,684	\$7,060	\$84,718	\$7,413	\$88,954	\$7,783	\$93,401	\$8,173	\$98,071	AFSCME MID-MANAGEMENT UNIT (MM)
3003	Community Services Supervisor	94	\$6,997	\$83,960	\$7,346	\$88,158	\$7,714	\$92,566	\$8,099	\$97,194	\$8,504	\$102,054	AFSCME MID-MANAGEMENT UNIT (MM)
1002	Administrative Analyst	95	\$7,067	\$84,799	\$7,420	\$89,039	\$7,791	\$93,491	\$8,180	\$98,166	\$8,590	\$103,074	AFSCME MID-MANAGEMENT UNIT (MM)
7003	Assistant Engineer	95	\$7,067	\$84,799	\$7,420	\$89,039	\$7,791	\$93,491	\$8,180	\$98,166	\$8,590	\$103,074	AFSCME MID-MANAGEMENT UNIT (MM)
6003	Municipal Services Supervisor	101	\$7,501	\$90,016	\$7,876	\$94,517	\$8,270	\$99,243	\$8,684	\$104,205	\$9,118	\$109,415	AFSCME MID-MANAGEMENT UNIT (MM)
8001	Maintenance Supervisor	104	\$7,729	\$92,744	\$8,115	\$97,381	\$8,521	\$102,250	\$8,947	\$107,363	\$9,394	\$112,731	AFSCME MID-MANAGEMENT UNIT (MM)
1010	Senior Management Analyst	105	\$7,806	\$93,671	\$8,196	\$98,355	\$8,606	\$103,273	\$9,036	\$108,436	\$9,488	\$113,858	AFSCME MID-MANAGEMENT UNIT (MM)
5005	Associate Planner	106	\$7,884	\$94,608	\$8,278	\$99,338	\$8,692	\$104,305	\$9,127	\$109,521	\$9,583	\$114,997	AFSCME MID-MANAGEMENT UNIT (MM)
7002	Associate Engineer	115	\$8,623	\$103,471	\$9,054	\$108,645	\$9,506	\$114,077	\$9,982	\$119,781	\$10,481	\$125,770	AFSCME MID-MANAGEMENT UNIT (MM)
5004	Senior Planner	117	\$8,796	\$105,551	\$9,236	\$110,829	\$9,698	\$116,370	\$10,182	\$122,189	\$10,691	\$128,298	AFSCME MID-MANAGEMENT UNIT (MM)
9001	Cable Television Supervisor	121	\$9,153	\$109,837	\$9,611	\$115,329	\$10,091	\$121,095	\$10,596	\$127,150	\$11,126	\$133,507	AFSCME MID-MANAGEMENT UNIT (MM)
5002	Community Development Manager	128	\$9,813	\$117,760	\$10,304	\$123,648	\$10,819	\$129,830	\$11,360	\$136,322	\$11,928	\$143,138	AFSCME MID-MANAGEMENT UNIT (MM)
4002	Accounting Manager	129	\$9,911	\$118,938	\$10,407	\$124,884	\$10,927	\$131,129	\$11,474	\$137,685	\$12,047	\$144,569	AFSCME MID-MANAGEMENT UNIT (MM)
6002	Municipal Services Manager	133	\$10,314	\$123,767	\$10,830	\$129,955	\$11,371	\$136,453	\$11,940	\$143,276	\$12,537	\$150,439	AFSCME MID-MANAGEMENT UNIT (MM)
3002	Community Services Manager	133	\$10,314	\$123,767	\$10,830	\$129,955	\$11,371	\$136,453	\$11,940	\$143,276	\$12,537	\$150,439	AFSCME MID-MANAGEMENT UNIT (MM)
Job ID	Current Job Title	Range	Step A	Step A	Step B	Step B	Step C	Step C	Step D	Step D	Step E	Step E	Max
3006	Senior Nutrition Specialist	14	\$3,156	\$37,876	\$3,314	\$39,770	\$3,480	\$41,758	\$3,654	\$43,846	\$3,837	\$46,038	AFSCME CLASSIFIED UNIT (CL)
1009	Office Assistant	46	\$4,340	\$52,077	\$4,557	\$54,681	\$4,785	\$57,415	\$5,024	\$60,286	\$5,275	\$63,300	AFSCME CLASSIFIED UNIT (CL)
8004	Maintenance Worker I	48	\$4,427	\$53,124	\$4,648	\$55,780	\$4,881	\$58,569	\$5,125	\$61,497	\$5,381	\$64,572	AFSCME CLASSIFIED UNIT (CL)
6005	Municipal Services Officer I	48	\$4,427	\$53,124	\$4,648	\$55,780	\$4,881	\$58,569	\$5,125	\$61,497	\$5,381	\$64,572	AFSCME CLASSIFIED UNIT (CL)
3011	Transit Operator	50	\$4,516	\$54,191	\$4,742	\$56,901	\$4,979	\$59,746	\$5,228	\$62,733	\$5,489	\$65,870	AFSCME CLASSIFIED UNIT (CL)
8003	Maintenance Worker II	60	\$4,988	\$59,861	\$5,238	\$62,854	\$5,500	\$65,997	\$5,775	\$69,297	\$6,063	\$72,761	AFSCME CLASSIFIED UNIT (CL)
4005	Accounting Specialist	61	\$5,038	\$60,460	\$5,290	\$63,483	\$5,555	\$66,657	\$5,832	\$69,990	\$6,124	\$73,489	AFSCME CLASSIFIED UNIT (CL)
5008	Building Permit Specialist	67	\$5,348	\$64,179	\$5,616	\$67,388	\$5,896	\$70,758	\$6,191	\$74,295	\$6,501	\$78,010	AFSCME CLASSIFIED UNIT (CL)
6004	Municipal Services Officer II	68	\$5,402	\$64,821	\$5,672	\$68,062	\$5,955	\$71,465	\$6,253	\$75,038	\$6,566	\$78,790	AFSCME CLASSIFIED UNIT (CL)
1004	Office /Personnel Assistant	69	\$5,456	\$65,469	\$5,729	\$68,743	\$6,015	\$72,180	\$6,316	\$75,789	\$6,632	\$79,578	AFSCME CLASSIFIED UNIT (CL)
1005	Administrative Assistant II	69	\$5,456	\$65,469	\$5,729	\$68,743	\$6,015	\$72,180	\$6,316	\$75,789	\$6,632	\$79,578	AFSCME CLASSIFIED UNIT (CL)
3004	Recreation Coordinator	69	\$5,456	\$65,469	\$5,729	\$68,743	\$6,015	\$72,180	\$6,316	\$75,789	\$6,632	\$79,578	AFSCME CLASSIFIED UNIT (CL)
4004	Community Services Coordinator	69	\$5,456	\$65,469	\$5,729	\$68,743	\$6,015	\$72,180	\$6,316	\$75,789	\$6,632	\$79,578	AFSCME CLASSIFIED UNIT (CL)
4003	Accounting / Payroll Specialist	72	\$5,621	\$67,453	\$5,902	\$70,826	\$6,197	\$74,367	\$6,507	\$78,085	\$6,832	\$81,989	AFSCME CLASSIFIED UNIT (CL)
6011	Public Safety Officer	72	\$5,621	\$67,453	\$5,902	\$70,826	\$6,197	\$74,367	\$6,507	\$78,085	\$6,832	\$81,989	AFSCME CLASSIFIED UNIT (CL)
8002	Maintenance Worker III	76	\$5,849	\$70,192	\$6,142	\$73,701	\$6,449	\$77,386	\$6,771	\$81,256	\$7,110	\$85,319	AFSCME CLASSIFIED UNIT (CL)
6008	Code Enforcement Officer I	81	\$6,148	\$73,772	\$6,455	\$77,461	\$6,778	\$81,334	\$7,117	\$85,401	\$7,473	\$89,671	AFSCME CLASSIFIED UNIT (CL)
7004	Engineering Technician	81	\$6,148	\$73,772	\$6,455	\$77,461	\$6,778	\$81,334	\$7,117	\$85,401	\$7,473	\$89,671	AFSCME CLASSIFIED UNIT (CL)
1102	Public Works Inspector	82	\$6,209	\$74,510	\$6,520	\$78,236	\$6,846	\$82,147	\$7,188	\$86,255	\$7,547	\$90,567	AFSCME CLASSIFIED UNIT (CL)
6009	Code Enforcement Officer II	87	\$6,526	\$78,311	\$6,852	\$82,226	\$7,195	\$86,338	\$7,555	\$90,654	\$7,932	\$95,187	AFSCME CLASSIFIED UNIT (CL)
1006	Executive Assistant	95	\$7,067	\$84,799	\$7,420	\$89,039	\$7,791	\$93,491	\$8,180	\$98,166	\$8,590	\$103,074	AFSCME CLASSIFIED UNIT (CL)
Job ID	Current Job Title	Range	Hourly	Hourly	Hourly	Hourly	Hourly	Hourly	Hourly	Hourly	Hourly	Hourly	Bargaining Group
3008	Delivery Worker	11	\$17.67	\$17.67	\$18.56	\$18.56	\$19.49	\$19.49	\$20.46	\$20.46	\$21.48	\$21.48	PART-TIME EMPLOYEES HOURLY (PT)
3005	Recreation Leader	11	\$17.67	\$17.67	\$18.56	\$18.56	\$19.49	\$19.49	\$20.46	\$20.46	\$21.48	\$21.48	PART-TIME EMPLOYEES HOURLY (PT)
3010	Senior Recreation Leader	14	\$18.21	\$18.21	\$19.12	\$19.12	\$20.08	\$20.08	\$21.08	\$21.08	\$22.13	\$22.13	PART-TIME EMPLOYEES HOURLY (PT)
9003	CATV Production Assistant	43	\$24.30	\$24.30	\$25.52	\$25.52	\$26.79	\$26.79	\$28.13	\$28.13	\$29.54	\$29.54	PART-TIME EMPLOYEES HOURLY (PT)
1007	Office Assistant	46	\$25.04	\$25.04	\$26.29	\$26.29	\$27.60	\$27.60	\$28.98	\$28.98	\$30.43	\$30.43	PART-TIME EMPLOYEES HOURLY (PT)
8005	Maintenance Worker I	48	\$25.54	\$25.54	\$26.82	\$26.82	\$28.16	\$28.16	\$29.57	\$29.57	\$31.04	\$31.04	PART-TIME EMPLOYEES HOURLY (PT)
6006	Municipal Services Officer I	48	\$25.54	\$25.54	\$26.82	\$26.82	\$28.16	\$28.16	\$29.57	\$29.57	\$31.04	\$31.04	PART-TIME EMPLOYEES HOURLY (PT)
3012	Transit Operator	50	\$26.05	\$26.05	\$27.36	\$27.36	\$28.72	\$28.72	\$30.16	\$30.16	\$31.67	\$31.67	PART-TIME EMPLOYEES HOURLY (PT)
9002	CATV Production Assistant II	53	\$26.84	\$26.84	\$28.19	\$28.19	\$29.59	\$29.59	\$31.07	\$31.07	\$32.63	\$32.63	PART-TIME EMPLOYEES HOURLY (PT)
1103	Emergency Preparedness Coordinator	59	\$28.49	\$28.49	\$29.92	\$29.92	\$31.42	\$31.42	\$32.99	\$32.99	\$34.64	\$34.64	PART-TIME EMPLOYEES HOURLY (PT)
6007	Municipal Services Officer II	68	\$31.16	\$31.16	\$32.72	\$32.72	\$34.36	\$34.36	\$36.08	\$36.08	\$37.88	\$37.88	PART-TIME EMPLOYEES HOURLY (PT)
6010	Code Enforcement Officer I	81	\$35.47	\$35.47	\$37.24	\$37.24	\$39.10	\$39.10	\$41.06	\$41.06	\$43.11	\$43.11	PART-TIME EMPLOYEES HOURLY (PT)
5007	Associate Planner	106	\$45.48	\$45.48	\$47.76	\$47.76	\$50.15	\$50.15	\$52.65	\$52.65	\$55.29	\$55.29	PART-TIME EMPLOYEES HOURLY (PT)

**CITYWIDE SALARY AND PAY SCHEDULE
FISCAL YEAR 2025-26**

Job ID	Current Job Title	Range	Step A		Step B		Step C		Step D		Step E		Bargaining Group
			Monthly	Yearly	Monthly	Yearly	Monthly	Yearly	Monthly	Yearly	Monthly	Yearly	
2001	Assistant City Clerk	133	\$10,314	\$123,767	\$10,830	\$129,955	\$11,371	\$136,453	\$11,940	\$143,276	\$12,537	\$150,439	CENTRAL MANAGEMENT EMPLOYEES (CMT)
1008	Deputy CM/Human Resources Director	170	\$14,904	\$178,853	\$15,650	\$187,795	\$16,432	\$197,185	\$17,254	\$207,044	\$18,116	\$217,397	CENTRAL MANAGEMENT EMPLOYEES (CMT)
6001	Director of Municipal Services	152	\$12,460	\$149,524	\$13,083	\$157,000	\$13,738	\$164,850	\$14,424	\$173,093	\$15,146	\$181,747	CENTRAL MANAGEMENT EMPLOYEES (CMT)
3001	Director of Community Services	152	\$12,460	\$149,524	\$13,083	\$157,000	\$13,738	\$164,850	\$14,424	\$173,093	\$15,146	\$181,747	CENTRAL MANAGEMENT EMPLOYEES (CMT)
5001	Director of Community Development	162	\$13,764	\$165,167	\$14,452	\$173,426	\$15,175	\$182,097	\$15,933	\$191,202	\$16,730	\$200,762	CENTRAL MANAGEMENT EMPLOYEES (CMT)
4001	Director of Finance/ City Treasurer	162	\$13,764	\$165,167	\$14,452	\$173,426	\$15,175	\$182,097	\$15,933	\$191,202	\$16,730	\$200,762	CENTRAL MANAGEMENT EMPLOYEES (CMT)
1100	Director of Public Works/ City Engineer	162	\$13,764	\$165,167	\$14,452	\$173,426	\$15,175	\$182,097	\$15,933	\$191,202	\$16,730	\$200,762	CENTRAL MANAGEMENT EMPLOYEES (CMT)
Job ID	Current Job Title	Range	Step A		Step B		Step C		Step D		Step E		Bargaining Group
			Yearly		Yearly		Yearly		Yearly		Yearly		
1001	City Manager										\$254,869		Contract



CITY OF LAWNDALE

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

DATE: May 18, 2026
TO: Honorable Mayor and City Council
FROM: Raylette Felton, Interim City Manager
PREPARED BY: Raylette Felton, Interim City Manager
SUBJECT: **Contract Services Agreement for Professional Staff Augmentation Services with Civic Solutions, Inc.**

BACKGROUND

With the current vacancies in two key positions within the City of Lawndale's Community Development Department, staffing augmentation services are necessary to ensure the continuity of professional planning and development services, department operations, ongoing projects and workload demands.

STAFF REVIEW

Due to the resignation of the Director of Community Development in April 2026 and the current Associate Planner position vacancy, the Community Development Department is experiencing staffing shortages. At this time, the Department is operating with limited personnel resources to provide planning, zoning, land use, and administrative support services for the Lawndale community. In efforts to maintain the continuity of operations and address current and pending department projects, it is imperative that the City secure temporary professional staff augmentation services.

City staff contacted four consulting firms to request proposals for temporary professional staffing services. Due to the immediate operational need for planning and development support, the City selected a consultant from Civic Solutions, Inc. who possesses municipal planning experience and is familiar with the City's operational needs and expectations. The consultant will focus on reviewing site plans, addressing planning and zoning questions, customer service, and responding to other related department matters. It is anticipated that the consultant's relevant knowledge and experience will be essential to the continuous operations and the efficient delivery of planning and development services for the Community Development Department during this transition period. The hourly rate of the consultant will be \$155 per hour, part-time as needed. Any changes in hours or duration can be adjusted to reflect the needs of the City and will be discussed and approved in writing by the City prior to implementation.

LEGAL REVIEW

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

FISCAL IMPACT

No additional budget amendment will be needed for the remainder of FY 25/26 as there will be salary savings from the vacancy of the Associate Planner and Director of Community Development position.

RECOMMENDATION

Staff recommends that the City Council approve the Contract Services Agreement with Civic Solutions, Inc. for professional staff augmentation services in a form approved by the City Attorney for a maximum contract sum not to exceed \$111,600.

Attachments

[A. Contract Services Agreement - Civic Solutions Inc.pdf](#)

[B. Civic Solutions- Lawndale Letter Proposal \(2026\).pdf](#)

ATTACHMENT A

CITY OF LAWNDALE

CONTRACT SERVICES AGREEMENT FOR

PROFESSIONAL PLANNING SERVICES

This Contract Services Agreement ("Agreement") is made and entered into this ____ day of May, 2026, by and between the City of Lawndale, a municipal corporation ("City"), and Civic Solutions Inc, a California corporation. ("Consultant"). The term Consultant includes professionals performing in a consulting capacity. The parties hereto agree as follows:

1.0 SERVICES OF CONSULTANT

1.1 Scope of Services. In compliance with all terms and conditions of this Agreement, Consultant shall provide the work and services specified in the "Scope of Services" attached hereto as *Exhibit "A"* and incorporated herein by this reference. Consultant warrants that all work or services set forth in the Scope of Services will be performed in a competent, professional and satisfactory manner.

1.2 Consultant's Proposal. The Scope of Services shall include the Consultant's proposal or bid which shall be incorporated herein by this reference as though fully set forth herein. In the event of any inconsistency between the terms of such proposal and this Agreement, the terms of this Agreement shall govern.

1.3 Compliance with Law. All work and services rendered hereunder shall be provided in accordance with all ordinances, resolutions, statutes, rules, and regulations of the City and any Federal, State or local governmental agency having jurisdiction.

1.4 Licenses, Permits, Fees and Assessments. Consultant shall obtain at its sole cost and expense, such licenses, permits and approvals as may be required by law for the performance of the services required by this Agreement. Consultant shall have the sole obligation to pay for any fees, assessments, taxes, including applicable penalties and interest, which may be imposed by law and arise from or are necessary for the Consultant's performance of the services required by this Agreement; and shall indemnify, defend and hold harmless City against any claim for such fees, assessments, taxes, penalties or interest levied, assessed or imposed against City hereunder.

1.5 Familiarity with Work. By executing this Agreement, Consultant warrants that Consultant (a) has thoroughly investigated and considered the scope of services to be performed, (b) has carefully considered how the work and services should be performed, and (c) fully understands the facilities, difficulties and restrictions attending performance of the services under this Agreement.

1.6 Additional Services. City shall have the right at any time during the performance of the services, without invalidating this Agreement, to order extra work beyond that specified in the Scope of Services or make changes by altering, adding to or deducting from said work. No such extra work may be undertaken unless a written order is first given by the Contract Officer to the Consultant, incorporating therein any adjustment in (i) the Contract Sum, and/or (ii) the time to perform this Agreement, which said adjustments are subject to the written approval of the Consultant. Any increase in compensation must be approved by the City Council. It is expressly understood by Consultant that the provisions of this Section shall not apply to services specifically set forth in the Scope of Services or reasonably

contemplated therein. Consultant hereby acknowledges that it accepts the risk that the services to be provided pursuant to the Scope of Services may be more costly or time consuming than Consultant anticipates and that Consultant shall not be entitled to additional compensation therefor.

1.7 Special Requirements. Additional terms and conditions of this Agreement, if any, which are made a part hereof are set forth in the "Special Requirements" attached hereto as *Exhibit "B"* and incorporated herein by this reference. In the event of a conflict between the provisions of *Exhibit "B"* and any other provisions of this Agreement, the provisions of *Exhibit "B"* shall govern.

1.8 Environmental Laws. Consultant shall comply with all applicable environmental laws, ordinances, codes and regulations of Federal, State, and local governments. Consultant shall also comply with all applicable mandatory standards and policies relating to energy efficiency.

2.0 COMPENSATION

2.1 Contract Sum. For the services rendered pursuant to this Agreement, Consultant shall be compensated in accordance with the "Schedule of Compensation" attached hereto as *Exhibit "C"* and incorporated herein by this reference, but not exceeding the maximum contract amount of one hundred eleven thousand and six hundred dollars (\$111,600) ("Contract Sum"), except as provided in Section 1.6. The method of compensation may include: (i) a lump sum payment upon completion, (ii) payment in accordance with the percentage of completion of the services, (iii) payment for time and materials based upon the Consultant's rates as specified in the Schedule of Compensation, but not exceeding the Contract Sum or (iv) such other methods as may be specified in the Schedule of Compensation. Compensation may include reimbursement for actual and necessary expenditures approved by the Contract Officer in advance if specified in the Schedule of Compensation. The Contract Sum shall include the attendance of Consultant at all project meetings reasonably deemed necessary by the City.

Consultant agrees that if Consultant becomes aware of any facts, circumstances, techniques, or events that may or will materially increase or decrease the cost of the work or services or, if Consultant is providing design services, the cost of the project being designed, Consultant shall promptly notify the Contract Officer of said fact, circumstance, technique or event and the estimated increased or decreased cost related thereto and, if Consultant is providing design services, the estimated increased or decreased cost estimate for the project being designed.

2.2 Method of Payment. Unless some other method of payment is specified in the Schedule of Compensation, in any month in which Consultant wishes to receive payment, no later than the first (1st) working day of such month, Consultant shall submit to the City, in a form approved by the City's Director of Finance, an invoice for services rendered prior to the date of the invoice. Except as provided in Section 7.2, City shall pay Consultant for all expenses stated thereon which are approved by City pursuant to this Agreement generally within thirty (30) days, and no later than forty-five (45) days, from the submission of an invoice in an approved form. City will review each invoice submitted by Consultant to determine whether the work performed and expenses incurred are in compliance with this Agreement. If no charges or expenses are disputed, the invoice will be approved and paid. In the event any charges or expenses are disputed by City, the invoice will be returned by City to

2.3

2.4 Consultant for correction and resubmission. City reserves the right to withhold future payment to Consultant if any aspect of the Consultant's work is found substantially inadequate.

2.5 Availability of Funds. It is mutually understood between the parties that this Agreement is valid and enforceable only if sufficient funds are made available by the City Council of the City for the purposes of this Agreement. The availability of funding is affected by matters outside the City's control, including other governmental entities. Accordingly, the City has the option to void the whole Agreement or to amend the Agreement to reflect unanticipated reduction in funding for any reason.

3.0 PERFORMANCE SCHEDULE

3.1 Time of Essence. Time is of the essence in the performance of this Agreement.

3.2 Schedule of Performance. Consultant shall commence the services pursuant to this Agreement upon receipt of a written notice to proceed and shall perform all services within the time period(s) established in the "Schedule of Performance" attached hereto as *Exhibit "D"*, if any, and incorporated herein by this reference.

3.3 Force Majeure. The time period(s) specified in the Schedule of Performance for performance of the services rendered pursuant to this Agreement shall be extended because of any delays due to unforeseeable causes beyond the control and without the fault or negligence of the Consultant, including, but not restricted to, acts of God or of the public enemy, unusually severe weather, fires, earthquakes, floods, epidemics, quarantine restrictions, riots, strikes, freight embargoes, wars, litigation, and/or acts of any governmental agency, including the City, if the Consultant shall, within ten (10) days of the commencement of such delay, notify the Contract Officer in writing of the causes of the delay. The Contract Officer shall ascertain the facts and the extent of delay and extend the time for performing the services for the period of the enforced delay when and if, in the judgment of the Contract Officer, such delay is justified. The Contract Officer's determination shall be final and conclusive upon the parties to this Agreement. In no event shall Consultant be entitled to recover damages against the City for any delay in the performance of this Agreement, however caused; Consultant's sole remedy being extension of the Agreement pursuant to this Section.

3.4 Term. Unless earlier terminated in accordance with Section 7.4 below, this Agreement shall begin on May 18, 2026 and continue in full force and effect until completion of the services no later than November 30, 2026.

4.0 COORDINATION OF WORK

4.1 Representative of Consultant. George Buell is hereby designated as being the representative of Consultant authorized to act on its behalf with respect to the work or services specified herein and to make all decisions in connection therewith.

It is expressly understood that the experience, knowledge, capability and reputation of the representative was a substantial inducement for City to enter into this Agreement. Therefore, the representative shall be responsible during the term of this Agreement for directing all activities of Consultant and devoting sufficient time to personally supervise the services hereunder. For purposes of this Agreement, the representative may not be replaced nor may his responsibilities be substantially reduced by Consultant without the express written approval of City.

4.2 Contract Officer. The City's City Manager is hereby designated as the representative of the City authorized to act in its behalf with respect to the work and services and to make all decisions in connection therewith ("Contract Officer"). It shall be the Consultant's responsibility to assure that the Contract Officer is kept informed of the progress of the performance of the services and the Consultant shall refer any decisions which must be made by City to the Contract Officer. The City may designate another Contract Officer by providing written notice to Consultant.

4.3 Prohibition Against Subcontracting or Assignment. The experience, knowledge, capability and reputation of Consultant, its principals and employees were a substantial inducement for the City to enter into this Agreement. Therefore, Consultant shall not contract with any other entity to perform in whole or in part the services required hereunder without the express written approval of the City. In addition, neither this Agreement nor any interest herein may be transferred or assigned without the prior written approval of City. Transfers restricted hereunder shall include the transfer to any person or group of persons acting in concert of more than twenty five percent (25%) of the present ownership and/or control of Consultant taking all transfers into account on a cumulative basis. A prohibited transfer or assignment shall be void. No approved transfer shall release the Consultant or any surety of Consultant of any liability hereunder without the express consent of City.

4.4 Independent Contractor. Neither the City nor any of its employees shall have any control over the manner or means by which Consultant or employees, perform the services required herein, except as otherwise set forth herein. Consultant shall perform all services required herein as an independent contractor of City and shall remain under only such obligations as are consistent with that role. Consultant represents and warrants that the personnel used to provide services to the City pursuant to this Agreement are classified by Consultant as employees. Consultant shall not at any time or in any manner represent that it or any of its employees are employees of City. City shall not in any way or for any purpose become or be deemed to be a partner of Consultant in its business or otherwise or a joint venturer or a member of any joint enterprise with Consultant. In the event that Consultant or any employee of Consultant providing services under this Agreement claims or is determined by a federal or state agency, a court of competent jurisdiction, or the California Public Employees' Retirement System ("CalPERS") to be classified as other than an independent contractor for the City, and upon notification to the Consultant, and any such claim is not withdrawn within 10 days of said notification and such claim has not been dismissed by PERS within 30 days, Consultant shall indemnify, defend, and hold harmless the City for the payment of any and all assessed fines, penalties, judgments, employee and/or employer contributions, and any other damages and costs assessed to the City as a consequence of, or in any way attributable to, the assertion that Consultant or any staff Consultant used to provide services under this Agreement are employees of the City.

5.0 INSURANCE AND INDEMNIFICATION

5.1 Insurance. Consultant shall procure and maintain, at its sole cost and expense, in a form and content satisfactory to City, during the entire term of this Agreement including any extension thereof, the following policies of insurance:

(a) Commercial General Liability Insurance. A policy of commercial general liability insurance using Insurance Services Office "Commercial General Liability" policy form CG 00 01, with an edition date prior to 2004, or the exact equivalent. Coverage for an additional insured shall not be limited to its vicarious liability. Defense costs must be paid in addition to limits. Limits shall be no less

than \$1,000,00.00 per occurrence for all covered losses and no less than \$2,000,000.00 general aggregate.

(b) Workers' Compensation Insurance. A policy of workers' compensation insurance on a state-approved policy form providing statutory benefits as required by law with employer's liability limits no less than \$1,000,000 per accident for all covered losses.

(c) Automotive Insurance. A policy of comprehensive automobile liability insurance written on a per occurrence basis in an amount not less than \$1,000,000.00 per accident, combined single limit. Said policy shall include coverage for owned, non owned, leased and hired cars.

(d) Professional Liability or Error and Omissions Insurance. A policy of professional liability insurance in an amount not less than \$1,000,000.00 per claim with respect to loss arising from the actions of Consultant performing professional services hereunder on behalf of the City. Any policy inception date, continuity date, or retroactive date must be before the effective date of this Agreement and Consultant agrees to maintain continuous coverage through a period no less than three (3) years after completion of the services required by this Agreement.

All of the above policies of insurance shall be primary insurance. The general liability policy shall name the City, its officers, employees and agents ("City Parties") as additional insureds and shall waive all rights of subrogation and contribution it may have against the City and the City's Parties and their respective insurers. Moreover, the insurance policy must specify that where the primary insured does not satisfy the self-insured retention, any additional insured may satisfy the self-insured retention. All of said policies of insurance shall also provide that said insurance may be not cancelled without providing ten (10) days prior written notice by registered mail to the City. In the event any of said policies of insurance are cancelled or amended, Consultant shall, prior to the cancellation or amendment date, submit new evidence of insurance in conformance with this Section 5.1 to the Contract Officer. No work or services under this Agreement shall commence until Consultant has provided City with Certificates of Insurance or appropriate insurance binders evidencing the above insurance coverages and said Certificates of Insurance or binders are approved by City.

Consultant agrees that the provisions of this Section 5.1 shall not be construed as limiting in any way the extent to which Consultant may be held responsible for the payment of damages to any persons or property resulting from Consultant's activities or the activities of any person or persons for which Consultant is otherwise responsible. If the Consultant's insurance policies have higher limits and coverage than those required by this contract, the City will have access to those higher limits and coverage maintained by the Consultant.

The insurance required by this Agreement shall be satisfactory only if issued by companies qualified to do business in California, rated "A" or better in the most recent edition of Best Rating Guide or The Key Rating Guide, and only if they are of a financial category Class VII or better, unless such requirements are waived by the Risk Manager of the City due to unique circumstances.

In the event that the Consultant is authorized to subcontract any portion of the work or services provided pursuant to this Agreement, the contract between the Consultant and such subcontractor shall require the subcontractor to maintain the same policies of insurance that the Consultant is required to maintain pursuant to this Section 5.1.

5.2 Indemnification.

(a) Indemnity for Design Professional Liability. When the law establishes a professional standard of care for Consultant's services, to the fullest extent permitted by law, and except for the statutory limits set forth under California Civil Code Section 2782,8 applicable to services provided by a "design professional", Consultant shall indemnify, defend and hold harmless City and the City's Parties from and against any and all losses, liabilities, damages, costs and expenses, including attorneys' fees and costs to the extent same are caused in whole or in part by any negligent or wrongful act, error or omission of Consultant, its officers, employees of subcontractors (or any entity or individual for which Consultant shall bear legal liability) in the performance of professional services under this Agreement.

(b) Indemnity for Other Than Design Professional Liability. Other than in the performance of design professional services and to the full extent permitted by law, Consultant shall indemnify, defend and hold harmless City and City's Parties from and against any liability (including liability for claims, suits, actions, losses, expenses or costs of any kind, whether actual, alleged or threatened, including attorneys' fees and costs, court costs, defense costs and expert witness fees), where the same arise out of, are a consequence of, or are in any way attributable to, in whole or in part, the performance of this Agreement by Consultant or by any individual or entity for which Consultant is legally liable, including but not limited to officers, employees or subcontractors of Consultant.

6.0 **RECORDS AND REPORTS**

6.1 Reports. Consultant shall periodically prepare and submit to the Contract Officer such reports concerning the performance of the services required by this Agreement as the Contract Officer shall require.

6.2 Records. Consultant shall keep, and require subcontractors to keep, such books and records as shall be necessary to perform the services required by this Agreement and enable the Contract Officer to evaluate the performance of such services. The Contract Officer shall have full and free access to such books and records at all times during normal business hours of City, including the right to inspect, copy, audit and make records and transcripts from such records. Such records shall be maintained for a period of three (3) years following completion of the services hereunder, and the City shall have access to such records in the event any audit is required.

6.3 Ownership of Documents. All drawings, specifications, reports, records, documents and other materials prepared by Consultant, its employees, and subcontractors in the performance of this Agreement shall be the property of City and shall be delivered to City upon request of the Contract Officer or upon the termination of this Agreement and Consultant shall have no claim for further employment or additional compensation as a result of the exercise by City of its full rights of ownership of such documents and materials. Consultant may retain copies of such documents for its own use and Consultant shall have an unrestricted right to use the concepts embodied therein. All subcontractors shall provide for assignment to City of any documents or materials prepared by them, and in the event Consultant fails to secure such assignment, Consultant shall indemnify City for all damages resulting therefrom. Except as necessary for the performance of services under this Agreement, no documents prepared under this Agreement may be released by Contractor to any other person or entity without City's prior written approval.

6.4 Confidentiality of Information. All information gained or work product produced by Contractor in performance of this Agreement will be considered confidential, unless such information is in the public domain or already known to Contractor. Contractor may not release or disclose any such information or work product to persons or entities other than City without prior written authorization from the City Manager, except as may be required by law. Contractor, its officers, employees, or agents, may not, without prior written authorization from the City Manager or unless requested by the City Attorney of City, voluntarily provide declarations, letters of support, testimony at depositions, response to interrogatories or other information concerning the services performed under this Agreement. Response to a subpoena or court order will not be considered “voluntary” provided Contractor gives City notice of such court order or subpoena. If Contractor, or any officer, employee, or agent of Contractor, provides any information or work product in violation of this Agreement, then City will have the right to reimbursement and indemnity from Contractor for any damages, costs and fees, including attorney’s fees, caused by or incurred as a result of Contractor’s conduct. Contractor must promptly notify City should Contractor, its officers, employees, or agents be served with any summons, complaint, subpoena, notice of deposition, request for documents, interrogatories, request for admissions or other discovery request, court order or subpoena from any party regarding this Agreement and the services performed under this Agreement. City retains the right, but has no obligation, to represent Contractor or be present at any deposition, hearing or similar proceeding. Contractor agrees to cooperate fully with City and to provide City with the opportunity to review any response to discovery requests provided by Contractor. However, this right to review any such response does not imply or mean the right by City to control, direct, or rewrite such response. All media and press releases, including graphic display information, must be approved and distributed solely by City, unless otherwise agreed to in writing by City. All media interviews regarding the performance of services under this Agreement are prohibited unless expressly authorized by City.

7.0 ENFORCEMENT OF AGREEMENT

7.1 California Law. This Agreement shall be construed and interpreted both as to validity and to performance of the parties in accordance with the laws of the State of California. Legal actions concerning any dispute, claim or matter arising out of or in relation to this Agreement shall be instituted in the Superior Court of the County of Los Angeles, State of California, or any other appropriate court in such county, and Consultant agrees to submit to the personal jurisdiction of such court in the event of such action.

7.2 Retention of Funds. Consultant hereby authorizes City to deduct from any amount payable to Consultant (whether or not arising out of this Agreement) (i) any amounts the payment of which may be in dispute hereunder or which are necessary to compensate City for any losses, costs, liabilities, or damages suffered by City, and (ii) all amounts for which City may be liable to third parties, by reason of Consultant's acts or omissions in performing or failing to perform Consultant's obligation under this Agreement. In the event that any claim is made by a third party, the amount or validity of which is disputed by Consultant, City may withhold from any payment due, without liability for interest because of such withholding, an amount sufficient to cover such claim. The failure of City to exercise such right to deduct or to withhold shall not, however, affect the obligations of the Consultant to insure, indemnify, and protect City as elsewhere provided herein.

7.3 Waiver. No delay or omission in the exercise of any right or remedy by a non-defaulting party on any default shall impair such right or remedy or be construed as a waiver. A party's consent to or approval of any act by the other party requiring the party's consent or approval shall not be deemed to

waive or render unnecessary the other party's consent to or approval of any subsequent act. Any waiver by either party of any default must be in writing and shall not be a waiver of any other default concerning the same or any other provision of this Agreement.

7.4 Termination Prior to Expiration of Term. Either party may terminate this Agreement at any time, with or without cause, upon thirty (30) days' written notice to the other party. Upon receipt of any notice of termination, Consultant shall immediately cease all work or services hereunder except such as may be specifically approved by the Contract Officer. Consultant shall be entitled to compensation for the reasonable value of the work product actually produced prior to the effective date of the notice of termination and for any services authorized by the Contract Officer thereafter in accordance with the Schedule of Compensation and City shall be entitled to reimbursement for any compensation paid in excess of the services rendered.

7.5 Completion of Work After Termination for Default of Consultant. If termination is due to the failure of the Consultant to fulfill its obligations under this Agreement, City may, after compliance with the provisions of Section 7.2, take over the work and prosecute the same to completion by contract or otherwise, and the Consultant shall be liable to the extent that the total cost for completion of the services required hereunder exceeds the compensation herein stipulated (provided that the City shall use reasonable efforts to mitigate such damages), and City may withhold any payments to the Consultant for the purpose of set-off or partial payment of the amounts owed the City as previously stated.

7.6 Attorneys' Fees. If either party to this Agreement is required to initiate or defend or made a party to any action or proceeding in any way connected with this Agreement, the prevailing party in such action or proceeding, in addition to any other relief which may be granted, shall be entitled to reasonable attorneys' fees, whether or not the matter proceeds to judgment, and to all other reasonable costs for investigating such action, taking depositions and discovery, including all other necessary costs the court allows which are incurred in such litigation.

8.0 CITY OFFICERS AND EMPLOYEES: NON-DISCRIMINATION

8.1 Non-liability of City Officers and Employees. No officer or employee of the City shall be personally liable to the Consultant, or any successor in interest, in the event of any default or breach by the City or for any amount which may become due to the Consultant or to its successor, or for breach of any obligation of the terms of this Agreement.

8.2 Conflict of Interest; City. No officer or employee of the City shall have any financial interest in this Agreement nor shall any such officer or employee participate in any decision relating to the Agreement which affects his financial interest or the financial interest of any corporation, partnership or association in which he is interested, in violation of any State statute or regulation.

8.3 Conflict of Interest; Consultant. Consultant warrants that it has not paid or given and will not pay or give any third party any money or other consideration for obtaining this Agreement. Consultant shall comply with all conflict of interest laws and regulations including, without limitation, City's Conflict of Interest Code which is on file in the City Clerk's office. Accordingly, should the City Manager determine that Consultant will be performing a specialized or general service for the City and there is substantial likelihood that the Consultant's work product will be presented, either written or orally, for the purpose of influencing a governmental decision, the Consultant and its officers, or employees, as applicable, shall be subject to the City's Conflict of Interest Code.

8.4 Covenant Against Discrimination. Consultant covenants that, by and for itself, its executors, assigns, and all persons claiming under or through them, that there shall be no discrimination against or segregation of, any person or group of persons on account of race, color, creed, religion, sex, marital status, national origin, or ancestry in the performance of this Agreement. Consultant shall take affirmative action to insure that applicants are employed and that employees are treated during employment without regard to their race, color, creed, religion, sex, marital status, national origin or ancestry.

9.0 MISCELLANEOUS PROVISIONS

9.1 Notice. Any notice or other communication either party desires or is required to give to the other party or any other person shall be in writing and either served personally or sent by prepaid, first-class mail, in the case of the City, to the City Manager and to the attention of the Contract Officer, City of Lawndale, 14717 Burin Avenue, Lawndale, California 90260, and in the case of the Consultant, to the person at the address designated on the execution page of this Agreement. Either party may change its address by notifying the other party of the change of address in writing. Notice shall be deemed communicated at the time personally delivered or in seventy-two (72) hours from the time of mailing if mailed as provided in this Section.

9.2 Interpretation. The terms of this Agreement shall be construed in accordance with the meaning of the language used and shall not be construed for or against either party by reason of the authorship of this Agreement or any other rule of construction which might otherwise apply.

9.3 Integration; Amendment. It is understood that there are no oral agreements between the parties hereto affecting this Agreement and this Agreement supersedes and cancels any and all previous negotiations, agreements and understandings, if any, between the parties, and none shall be used to interpret this Agreement. This Agreement may be amended at any time by an instrument in writing signed by both parties.

9.4 Severability. Should a portion of this Agreement be declared invalid or unenforceable by a judgment or decree of a court of competent jurisdiction, such invalidity or unenforceability shall not affect any of the remaining portions of this Agreement which are hereby declared as severable and shall be interpreted to carry out the intent of the parties unless the invalid provision is so material that its invalidity deprives either party of the basic benefit of their bargain or renders this Agreement meaningless.

9.5 Corporate Authority. The persons executing this Agreement on behalf of the parties hereto warrant that (i) such party is duly organized and existing, (ii) they are duly authorized to execute and deliver this Agreement on behalf of said party, (iii) by so executing this Agreement, such party is formally bound to the provisions of this Agreement, and (iv) the entering into this Agreement does not violate any provision of any other Agreement to which said party is bound. This Agreement is binding upon the heirs, executors, administrators, successors and assigns of the parties.

9.6 Counterparts. This Agreement may be executed in several counterparts, each of which will constitute one and the same instrument and will become binding upon the parties when at least one copy has been signed by both parties. This Agreement and any amendment will be considered executed when the signature page of a party is delivered by facsimile or other electronic transmission. Such

electronic signatures will have the same effect as an original signature, provided that a wet signature copy is also mailed to the other party.

9.7 Modification of Agreement. No amendment to or modification of this Agreement will be valid unless made in writing and approved by Consultant and by the City Council or City Manager, as applicable. The parties agree that this requirement for written modifications cannot be waived and that any attempted waiver will be void.

[SIGNATURES ON FOLLOWING PAGE]

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

CITY:
CITY OF LAWNSDALE,
a municipal corporation

By: _____
Robert Pullen Miles, Mayor

ATTEST:

Erica Harbison, City Clerk

APPROVED AS TO FORM:
Burke Williams & Sorensen, LLP

Gregory M. Murphy, City Attorney

CONSULTANT:
Civic Solutions Inc., a California corporation

By: _____
Name: Thomas G. Merrell
Title: President

By: _____
Name: Thomas G. Merrell
Title: Secretary

Address: 111 Corporate Drive, Suite 120
Ladera Ranch, CA 92694

APPROVED AS TO FORM

Troy Tate
General Counsel for Civic Solutions, Inc.

EXHIBIT "A"

SCOPE OF SERVICES

Consultant shall provide temporary professional planning and development staff augmentation services for the City's Community Development Department. Services shall be provided during normal business hours, as needed and requested by the Community Development Department and/or City Manager.

Consultant tasks shall include, but not limited to:

Zoning Review & Customer Service

- Work with applicants, residents, and industry professionals at public counter
- Respond to phone and email inquiries relating to the planning and permitting process
- Respond to public records requests
- Perform planning application intake for developments, zoning changes, subdivisions, and site reviews
- Perform research and analysis
- Review construction plans for building permitting
- Review and process ministerial and administrative permit applications
- Calculate fees relating to planning application review and permits
- Maintain records

Development Review

- Work with applicants on submittal requirements and advise on the development review process
- Attend staff review and pre-application meetings
- Review and examine project applications and associated drawings, specifications, and supporting records to confirm compliance with the City's ordinances, policies, and guidelines
- Coordinate with and manage staff, technical professionals, and stakeholders
- Respond to inquiries from stakeholders from among the public and internal and external agencies and departments
- Manage the CEQA and other similar processes required by federal, state and local laws (e.g. NEPA, tribal consultation)
- Report issues of concern to appropriate staff
- Prepare draft staff reports, resolutions, ordinances, and other related documents
- Attend and present at Planning Commission, City Council, and other public meetings, as needed.

Other Services

- Interim staffing capacities
- Advance Planning initiatives, including but not limited to general plan/specific plan/zoning ordinance amendments, legislation review and implementation, etc. Other planning and development services as needed.

EXHIBIT "B"

SPECIAL REQUIREMENTS

A new Section 5.1(e) is added to the Agreement to read as follows:

(e) Cyber Liability Insurance. The cyber liability insurance must include the following coverage:

- Liability arising from the theft, dissemination and/or use of confidential or personally identifiable information; including credit monitoring and regulatory fines arising from such theft, dissemination or use of the confidential information.
- Network security liability arising from the unauthorized use of, access to, or tampering with computer systems.
- Liability arising from the failure of technology products (software) required under the Agreement for Contractor to properly perform the services intended.
- Electronic media liability arising from personal injury, plagiarism or misappropriation of ideas, domain name infringement or improper deep-linking or framing, and infringement or violation of intellectual property rights.
- Liability arising from the failure to render professional services

If coverage is maintained on a “claims-made” basis, Consultant must maintain such coverage for an additional period of three years following termination of the Agreement.

EXHIBIT "C"

SCHEDULE OF COMPENSATION

Consultant shall provide professional planning and development services on an as needed basis, expected to start at 24 hours per week. Consultant shall bill the City at the rate of \$155 per hour for all services related to this Agreement.

The City will pay Consultant upon City's receipt of a written invoice provided by Consultant no more than monthly. City will pay Consultant for work completed, billed in increments of six minutes (0.1 hours), not to exceed the Contract Sum. Commute time to and from the City is not billable.

ATTACHMENT B

May 4, 2026

Ms. Raylette Felton
Deputy City Manager/Human Resources Director
City of Lawndale
14717 Burin Avenue
Lawndale, CA 90260

Subject: Professional Planning Services Proposal

Dear Ms. Felton:

This letter is to follow up on our emails and serves as a proposal to perform professional planning consulting services for your Community Development Department. As discussed, Civic Solutions is available to work with your team, and the following are examples of the types of services we can provide.

Planning Division Management

- Ensure the continued provision of excellent service for external and internal customers
- Ensure continued excellent working relationships among staff, both internal and external to the department
- Prepare and review reports and other correspondence
- Attend meetings with the Executive Team, the City Council, and the Planning Commission
- Respond to communications
- Represent the City with applicants and other interested parties
- Provide weekly verbal updates to the City Manager, as needed
- Other similar services

Development Review

- Work with applicants on submittal requirements and advise on review processes
- Attend staff review and pre-application meetings
- Review and examine project applications and associated drawings, specifications, and other records to confirm compliance with the City's ordinances, policies, and guidelines
- Coordinate with and manage staff, technical professionals and stakeholders
- Respond to inquiries from stakeholders from among the public and internal and external agencies and departments
- Manage the CEQA and other similar processes required by federal, state, and local laws (e.g., NEPA, tribal consultation); report issues of concern to appropriate staff

- Prepare draft staff reports, resolutions, ordinances, and other related documents
- Present at design review board, Planning Commission, City Council, and other public meetings

Zoning Review and Customer Service

- Work with applicants, residents, and industry professionals at public counter
- Respond to phone and email inquiries relating to the planning and permitting process
- Respond to public records requests
- Perform planning application intake
- Perform research and analysis
- Review construction plans for building permitting
- Review and process ministerial and administrative permit applications
- Calculate fees relating to planning application review and permits
- Maintain records

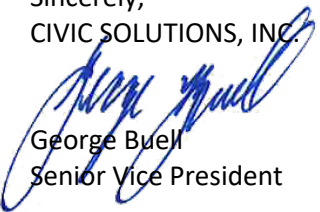
In addition, we are capable of preparing CEQA/NEPA documents up to and including Mitigated Negative Declarations, exclusive of technical studies, and Advance Planning initiatives.

All of Civic Solutions' professional planners are thoroughly vetted and meet rigorous qualifications prior to employment. Two of those requirements are: 1) a firm commitment to working in the public interest as an extension of our client counterparts, and 2) to have experience working with public agencies. With that commitment and experience, our objectives are to come alongside your team as seamlessly as possible, learn your codes, policies, procedures, and technology, and provide a high level of service throughout the duration of our engagement. As part of this, our staff will strive to develop excellent working relationships with your staff and other internal and external stakeholders. In all things, Civic Solutions' staff embrace integrity, transparency, quality, courtesy, friendliness, and efficiency.

For this engagement, we have identified two strong candidates: Tamara Campbell and Teresa Batson. Tamara is available full-time, and she has operated as a Planning Manager for the cities of El Monte and Jurupa Valley. Teresa is available part-time, and in addition to working with your team in 2024-2025 under a previous Civic Solutions contract, she has served as a Senior Planner for the cities of Los Angeles and Jurupa Valley. Please see their resumes attached hereto.

Thank you for this opportunity to submit this proposal, and we hope to be working with you and your staff in the near future!

Sincerely,
CIVIC SOLUTIONS, INC.



George Buell
Senior Vice President

Attachments:

1. Company Profile
2. Resumes of Tamara Campbell and Teresa Batson
3. Fee Schedule

Company Profile

Civic Solutions, Inc. was established in 1991 and has maintained its focused commitment to serve public agencies for over 30 years. We are a community development consulting firm that provides comprehensive planning, entitlement, and management services to municipalities, special districts, and other public agencies. The firm is established around the principle that community planning and development ultimately serve the public interest.

The idea for Civic Solutions emanated from its founder Tom Merrell's passion for public service. After serving in various capacities in public Planning and Community Development departments as an employee, he started Civic Solutions by providing services for cities in the Southern California area and has grown the firm to provide urban planning and community development services statewide.

We are a local business with company headquarters in Ladera Ranch and a satellite office in the City of Ontario. The company is a California corporation, and Tom Merrell serves as President and Chairman of the Board. Guided by the company philosophy that planning is for people, Civic Solutions is ideally equipped to successfully complete community development projects to the satisfaction of our clients and the communities we serve.

We provide "added value" service in all planning functions. The experienced professionals who staff our firm have extensive backgrounds in public sector service. Our services include all functions of a municipal planning department, including discretionary case processing, public information services, code compliance/plan checking, site visits, mitigation monitoring, code enforcement, zoning code amendments, architectural design guidelines, specific plans, policy planning, general plan updates, and management services. We provide support services in the form of graphics, design evaluation, analysis of alternatives, report writing, environmental impact documentation, annexations, grant writing, housing elements, citizen participation programs, and other community development activities.

Fee Schedule – Professional Planning Services

Position	Hourly Rate
Department Director	\$195
Planning Manager	\$175
Principal Planner	\$165
Senior Planner	\$155
Associate Planner	\$145
Assistant Planner	\$130
Planning Technician	\$120

Rates will remain in effect until June 30, 2027, and will be subject to annual review and adjustment on July 1 each year thereafter.

The above hourly rates apply only to authorized services provided under the scope and contract, and do not apply to contract administration activities such as invoicing and contract performance discussions. Work performed on a time and materials basis will be billed monthly and will be due in accordance with the terms of the contract.

Reimbursable Expenses

- Reproductions of plans
- Large duplication or document publishing projects
- Specialized graphic projects
- Transmittals sent via USPS, FedEx, UPS, etc.

Contact Information

Corporate Name	Civic Solutions, Inc.
Corporate Office	111 Corporate Drive, Suite 111, Ladera Ranch, CA 92694
Phone	(949) 489-1442
Web Address	www.civicsolutions.com
Federal Tax ID	33-0689860
President	Thomas G. Merrell
Senior Vice President	George Buell

Highlights

- Department Management
- Supervision
- Land Use Entitlements
- General Plan Updates
- Specific Plans
- Master Planned Communities
- Public Engagement
- Development Agreements
- Affordable Housing Programs
- State Housing Grant Programs

Education

Master of Arts, Urban Geography, California State University, Fullerton, California

Bachelor of Arts, Geography, University of California, Riverside, California

Professional Management and Supervision Certificate, California State University, Fullerton, California, Extension

Affiliations

American Institute of Certified Planners
American Planning Association
Orange Section APA Board Member

Tamara J. Campbell

Community Planning Services Manager

Ms. Campbell is an accomplished and innovative professional with over 30 years of experience as a public sector planner. She has held leadership roles in both current and long-range planning, managed daily operations of planning departments, supervised planning teams, prepared detailed staff reports, and presented numerous projects to elected and appointed officials. Ms. Campbell's deep knowledge of state planning laws and best practices and her extensive hands-on experience make her a versatile and highly qualified professional capable of managing a full spectrum of development applications.

Ms. Campbell excels at developing strategic frameworks that integrate best practices with local context and community identity. She is recognized for her open communication style, systems thinking and ability to translate policy goals into actionable, implementable plans through collaboration and forward-thinking insight. She is the recipient of several awards for outstanding planning and public relations efforts.

Highlights of Ms. Campbell's experience include:

Civic Solutions, Inc., Community Planning Services Manager/Principal Planner, 2014 to present

In addition to other assignments with the firm, Ms. Campbell served in the Planning Manager capacity and managed day-to-day activities of the Jurupa Valley Planning Department from 2015-2020. Served as Secretary to the Planning Commission, attended City Council meetings, and attended Executive Team meetings in the Director's absence. Oversaw agenda preparation, public noticing, and report review for Planning Commission meetings. Authored the City's Senate Bill 9 Ordinance, developed public information handouts and conducted training for City staff. In addition, Ms. Campbell successfully acquired and managed over \$800,000 of State of California Housing and Community Development Grant funds (SB 2 and LEAP) to facilitate the construction of affordable housing. She has led interdisciplinary projects at a variety of scales, including specific plans, general plan amendments, and land use entitlements for residential, commercial, and industrial projects. In addition, she processed over 25 zone changes to ensure consistency with the City's General Plan, completed numerous zoning code amendments (including those pertaining to inclusionary housing, density bonuses, Low-Barrier Navigation Centers, Transitional and Emergency Housing, Alcohol Sales, Wireless Communication Facilities, Home Occupations and objective development standards for multi-family dwellings.

City of El Monte, Contract Planning Manager, 2013

Managed all aspects of planning division activities and supervised three professional planning staff members. Processed large-scale current and long-

Tamara J. Campbell
continued

range planning projects and programs. Evaluated proposed developments for consistency with Design Guidelines. Prepared, reviewed, and coordinated staff reports and agendas for Planning Commission public hearings. Provided written and verbal presentations regarding complex projects, including zoning code and General Plan amendments to the Planning Commission. Program Manager for Housing Element Update, including coordination of two consultants and public participation. Monitored program, project, and department budgets. Analyzed new legislation for impacts to City projects and programs.

City of Irvine, Senior Planner/CDBG Program Coordinator, 2005-2012

Managed and administered \$14 million Community Development Block Grant for large-scale affordable housing development and assistance to nonprofit agencies. Developed annual program budget and monitored expenditures. Wrote complex staff reports for public presentation to elected officials. Developed Annual Action Plans and Performance Evaluation Reports. Ensured compliance with CEQA and NEPA. Provided training workshops for sub-recipients and monitored records and reports in compliance with state and federal regulations for affordability and eligibility.

Assisted in the development and implementation of goals, policies and priorities for affordable housing. City departments, county, state, and federal agencies. Responded to public inquiries in timely and knowledgeable manner.

City of Newport Beach, Senior Planner, 2001-2005

Program Manager for comprehensive, award-winning General Plan Update. Achieved successful state certification of Housing Element. Processed current planning applications and provided developers, residents, and business owners with complex zoning information. Served as in-lieu housing fee study coordinator. Updated municipal zoning code provisions as directed by the California Coastal Commission for Local Coastal Plan certification. Assisted with development of Design Guidelines. Orchestrated award-winning General Plan “Visioning Process,” an extensive public outreach effort including development of newsletters, surveys, and community workshops. Provided CEQA training to all City departments.

City of Costa Mesa, Senior Planner, 1996-2001

Program Manager for comprehensive update of the City’s General Plan. Updated Housing Element and obtained state certification. Administered and monitored the City’s affordable housing density bonus program. Orchestrated development of the Westside Specific Plan including public outreach. Assisted with development and administration of the Historic Preservation Ordinance. Developed schedule, public outreach, and implementation phasing plan for annexation of 10 unincorporated areas. Evaluated environmental documents for compliance with CEQA. Inter-governmental liaison to state HCD, LAFCO, ALUC, SCAG, OCCOG, Orange County Fairgrounds, and FEMA.

Tamara J. Campbell
continued

City of Monterey, Associate Planner, 1994-1995

Prepared environmental documentation for all projects pursuant to the California Environmental Quality Act. Processed current land use entitlement applications. Staff liaison to the California Coastal Commission. Authored a historic preservation ordinance for Cannery Row. Project Manager for public scuba dive park on Cannery Row. Evaluated surrounding jurisdictions Environmental Impact Reports for issues impacting Monterey.

City of Laguna Beach, Assistant, Associate and Senior Planner, 1985-1993

Processed over 50 current planning applications for new businesses in the Laguna Beach Downtown Specific Plan area. Wrote the Laguna Beach Housing Element, the Open Space/Conservation Element and the Transportation/Circulation Element of the General Plan. Administered the City's CDBG program. Developed incentive to promote affordable housing for seniors. Authored an award-winning Artist's Joint Living and Working Quarters Ordinance. Developed the Laguna Canyon Specific Plan, the Historic Preservation Ordinance, the Hillside Preservation Ordinance, Parking Standards, the Central Bluffs Specific Plan, and portions of the Downtown Specific Plan. Developed incentive-based Historic Preservation Ordinance to preserve over 700 structures eligible for placement on the City's Local Register. Coordinated annual Heritage Month Celebration including lectures, tours, and workshops.

Highlights

- Long-Range Planning
- Discretionary Permit Processing
- Environmental Review
- Zoning Investigation
- Zoning Code Updates
- Training and Mentoring
- Objective Design Standards
- Field Surveys
- General Plan Amendments
- Community Engagement
- Policy Development
- Research and Analysis

Education

Master of Arts in Urban & Regional Planning with an Emphasis in Community Development, California State Polytechnic University, Pomona, California

Bachelor of Science in Applied Mathematics with a Specialization in Computing, University of California, Los Angeles, California

Technical Skills

Microsoft 365
Training and Facilitation
Permit Tracking Software
Google Workspace

Teresa L. Batson Senior Planner

Teresa Batson is an experienced, results-driven professional with a background in local land use planning, objective design standards, CEQA review, community engagement, California housing law, and ministerial and discretionary project review. Ms. Batson has exceptional organizational skills, adapts to various work environments easily, and has the ability to learn new tasks quickly. She is a detail-oriented planner who excels at stakeholder relations, teamwork, leadership, writing, and data analysis.

Highlights of Ms. Batson's experience include:

Civic Solutions, Senior Planner, 2023-Present

Works with our municipal clients performing a variety of duties in support of the planning function. Work includes research and analysis, policy development, plan checks, and ministerial and discretionary project review. Monitors budgets and prepares invoices for deposit-based discretionary cases. She also helps applicants and consultants understand municipal requirements, analyze issues and recommends solutions and strategies. Ms. Batson performs a wide range of duties including collaborating with decision-makers and staff from other departments within the municipalities and staff from state and local agencies.

City of Los Angeles, Planning Department, Community Planning Division, City Planner, 2018-2022

Managed the Harbor Gateway Community Plan Update Program. Duties included supervising a team of staff members in performing background research, conducting field surveys, analyzing demographic data, evaluating environmental impacts, map and zoning updates, and drafting environmental review documents. Edited policy documents and prepared the draft Community Plan Update. Planned and hosted public outreach/engagement events in collaboration with colleagues, council office staff, neighborhood council members, and other community stakeholders. Responsibilities included overseeing the adoption process of general plan amendments, and zone changes associated with the South-Harbor Community Plan Areas. Collaborated with other agencies and jurisdictions to ensure projects that were in compliance with state and local legislation, facilitated training for Planning Department staff, and served on interview panels for positions within the department.

Teresa L. Batson
continued

City of Los Angeles, Planning Department, Condition Compliance Unit and Expedited Processing Section, Planning Assistant, 2016-2018

Processed conditional use permits for alcohol sales. Reviewed pre-application submittals, performed background research, prepared Initial Studies in conformance with the City, environmental guidelines, and CEQA. Collaborated with other City departments and state agencies, preparing hearing notices, writing and technical editing of staff reports, and performing condition clearances.

City of Los Angeles, Planning Department, Zoning Administration Division and Community Planning Bureau, Planning Assistant, 2006-2011

Conducted background and zoning investigations of nuisance commercial uses in the City. Analyzed land use impacts to impose land use conditions to mitigate and eliminate nuisance activities on the properties, and prepared presentations and staff reports for Zoning Administrator hearings. Reviewed land use development projects ranging from historic preservation projects to large-scale commercial projects. Managed the entitlement process for each project including conducting design and site plan review, analyzing neighborhood compatibility, conducting initial studies, preparing CEQA documentation, and writing letters of determination. Presented proposed land use projects and general plan amendments to the City Planning Commission and other decision-making bodies.



CITY OF LAWNDALE SUCCESSOR AGENCY

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

DATE: May 18, 2026
TO: Honorable Chairman and Agency Members
FROM: Raylette Felton, Interim Executive Director
PREPARED BY: Vanesa Alvarez, Administrative Assistant
SUBJECT: **Minutes of the Successor Agency Regular Meeting - December 1, 2025**

RECOMMENDATION

Staff recommends that the Successor Agency approve the minutes.

Attachments

[A. Draft Successor Agency Minutes 12-1-25.pdf](#)

ATTACHMENT A

**DRAFT MINUTES
SUCCESSOR AGENCY REGULAR MEETING
December 1, 2025**

A. CALL TO ORDER AND ROLL CALL

Chair Pullen-Miles called the meeting to order at 6:32 p.m. in the City Hall Council Chamber, 14717 Burin Avenue, Lawndale, California. *The Board met concurrently with the City Council; therefore, the minutes order and numbering reflect the concurrent meeting.*

Members Present: Chair Robert Pullen-Miles, Vice Chair Pat Kearney, Member Bernadette Suarez, Member Francisco M. Talavera

Members Absent: Member Sirley Cuevas

Other Participants: Executive Director Dr. Sean M. Moore, General Counsel Gregory M. Murphy, City Secretary Erica Harbison, Assistant Secretary Yvette Palomo, Deputy Executive Director/Director of Human Resources Raylette Felton, Los Angeles County Sheriff's Captain Nicole Palomino, Los Angeles County Fire Department Battalion Chief Manuel Carreon, Municipal Services Director Michael Reyes, Community Services Director Jason Minter, Public Works Director Luis (Lucho) Rodriguez, Assistant Executive Director Peter Kann

B. CEREMONIALS

Vice Chair Kearney led the flag salute. Pastor Gregory Guich of Hawthorne Community Church provided the inspiration.

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

No public comment provided specific to the Successor Agency.

G. CONSENT CALENDAR

8. Minutes of the Successor Agency Meeting, June 16, 2025

Recommendation: that the Successor Agency approve the minutes.

A motion was made by Vice Chair Kearney and seconded by Member Talavera to approve Consent Calendar Items No. F.3 through G.8. The motion passed by a vote of 4-1, with Member Cuevas absent.

H. ADMINISTRATION

9. Consideration of the Recognized Payment Obligation Schedule (ROPS) 26-27 and the Administrative Budget for Fiscal Year 2026-2027

Recommendation: that the Successor Agency 1.) Approve and direct staff to submit to the Los Angeles County Oversight Board and California Department of Finance the ROPS 26-27 and Administrative Budget FY 2026-27; and 2.) Authorize staff to make any changes requested by the California Department of Finance.

Assistant Executive Director Kann presented the staff report.

A motion was made by Vice Chair Kearney and seconded Member Talavera to approve and direct staff to submit to the Los Angeles County Oversight Board and California Department of Finance the ROPS 26-27 and Administrative Budget FY 2026-27 and authorize staff to make any changes requested by the California Department of Finance. The motion passed by a vote of 4-1, with Member Cuevas absent.

M. ADJOURNMENT

There being no further business to conduct, Chair Pullen-Miles adjourned the meeting at 8:24 p.m. in memory of Joe E. Castillo, grandfather of Councilmember Suarez, who passed away at the age of 93.

Robert Pullen-Miles, Chair

ATTEST:

Erica Harbison, Secretary

Approved: May 18, 2026



**CITY OF LAWNDALE
CABLE USAGE CORPORATION**

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

DATE: May 18, 2026
TO: Honorable President and Board of Directors
FROM: Raylette Felton, Interim Executive Officer
PREPARED BY: Vanesa Alvarez, Administrative Assistant
SUBJECT: **Minutes of the Cable Usage Corporation Regular Meeting - March 16, 2026**

RECOMMENDATION

Recommendation: that the Cable Usage Corporation approve the minutes.

Attachments

[A. Draft LCUC Minutes 3-16-2026.pdf](#)

ATTACHMENT A

**DRAFT MINUTES
CABLE USAGE CORPORATION
REGULAR MEETING
March 16, 2026**

A. CALL TO ORDER AND ROLL CALL

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

Directors Present: President Robert Pullen-Miles, Vice President Sirley Cuevas, Director Bernadette Suarez, Director Francisco M. Talavera, Director Pat Kearney

Other Participants: Interim Executive Officer Raylette Felton, General Legal Counsel Gregory M. Murphy, Secretary Erica Harbison, Assistant Secretary Yvette Palomo, Los Angeles County Sheriff's Department Acting Captain Tania A. Giggles, Finance Treasurer Hrant Manuelian, Community Services Director Jason Minter, Public Works Director Luis (Lucho) Rodriguez, Community Development Director Peter Kann, Municipal Services Director Michael Reyes

B. CEREMONIALS

Director Suarez led the flag salute. Pastor Mathew Harbison of Lawndale Wesleyan Church provided the inspiration.

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

No public comment was provided specific to the Cale Usage Corporation.

H. CONSENT CALENDAR

7. Minutes of the Lawndale Cable Usage Corporation Special Meeting - June 28, 2021

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

8. Minutes of the Lawndale Cable Usage Corporation Special Meeting - June 21, 2022

Recommendation: that the Board of Directors approve the minutes.

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

I. ADMINISTRATION

9. City Council Chamber TV Production Technology System Upgrades

Recommendation: that the City Council 1.) Approve an agreement with Western Audio Visual in a form approved by the City Attorney for contract sum amount of \$274,247; and 2.) Authorize the Director of Finance/City Treasurer to appropriate an additional \$8,000 from account number 217-170-550.400 and \$29,247 from 100-170-550.400 to cover the service and maintenance costs and a 10% contingency, to complete this project.

Interim City Manager Felton presented the staff report.

In response to Vice President Cuevas' question, Interim City Manager Felton stated that the equipment is outdated and may be refurbished for limited reuse; if that option is not feasible, it will be assessed for sale, or otherwise donated or recycled.

A motion was made by Vice President Cuevas and seconded by Director Suarez to approve an agreement with Western Audio Visual in a form approved by the City Attorney for contract sum amount of \$274,24 and authorize the Director of Finance/City Treasurer to appropriate an additional \$8,000 from account number 217-170-550.400 and \$29,247 from 100-170-550.400 to cover the service and maintenance costs and a 10% contingency, to complete this project. The motion passed by a vote of 5-0.

J. ADJOURNMENT

There being no further business to conduct, President Pullen-Miles adjourned the meeting at 8:44 p.m..

Robert Pullen-Miles, President

ATTEST:

Erica Harbison, City Clerk

Approved: May 18, 2026



**CITY OF LAWNDALE
HOUSING AUTHORITY**

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

DATE: May 18, 2026
TO: Honorable Chairperson and members of the Commission
FROM: Raylette Felton, Interim Executive Director
PREPARED BY: Vanesa Alvarez, Administrative Assistant
SUBJECT: **Minutes of the Housing Authority Regular Meeting - June 16, 2025**

RECOMMENDATION

Staff recommends that the Housing Authority approve the minutes.

Attachments

[A. Draft Housing Authority Minutes 6-16-25.pdf](#)

ATTACHMENT A

DRAFT MINUTES
LAWNDALE HOUSING AUTHORITY
REGULAR MEETING
June 16, 2025

A. CALL TO ORDER AND ROLL CALL

Chair Pullen-Miles called the meeting to order at 6:31 p.m. City Hall Council Chamber, 14717 Burin Avenue, Lawndale, California. *The Board met concurrently with the City Council; therefore, the minutes order and numbering reflect the concurrent meeting.*

Commissioners Present: Chair Robert Pullen-Miles, Vice Chair Pat Kearney, Commissioner Bernadette Suarez, Commissioner Sirley Cuevas, Commissioner Francisco M. Talavera

Other Participants: Executive Director Dr. Sean M. Moore, General Counsel Gregory M. Murphy, Secretary Erica Harbison, Assistant Secretary Yvette Palomo, Deputy Executive Director/Director of Human Resources Raylette Felton, Los Angeles County Sheriff's Captain Nicole Palomino, Municipal Services Director Michael Reyes, Finance Officer Hrant Manuelian, Director of Housing Peter Kann, Public Works Director Luis (Lucho) Rodriguez, Community Services Director Jason Minter

B. CEREMONIALS

Commissioner Cuevas led the flag salute. Pastor George Magdalany of Hope Chapel Church provided the inspiration.

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

No public comment provided specific to the Lawndale Housing Authority.

I. CONSENT CALENDAR

10. Minutes of the Housing Authority Meeting, June 2, 2025

Recommendation: that the Lawndale Housing Authority approve the minutes.

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

J. ADMINISTRATION

15. Annual Budget Fiscal Year 2025-26

Recommendation: that the City Council adopt Resolution No. CC-2506-030, adopting the fiscal year 2025-2026 operating and capital improvement budget, which includes the City of Lawndale, Lawndale Housing Authority, and Successor Agency to the Lawndale Redevelopment Agency.

Finance Officer Manuelian presented the staff report.

Commissioner Suarez commented that she does not agree with the budgeted amount for security services; therefore, she will be voting no on this item.

Commissioner Talavera proposed that the City Council budget be increased to cover conference and membership fees for the National Association of Latino Elected and Appointed Officials by \$6,000 and to increase Councilmembers’ discretionary funds to \$3,500.

Discussion ensued among City Commissioners and General Counsel Murphy about allowed discretionary funds purchases, amending the budget and bringing the item back for discussion.

Chair Pullen-Miles opened public comments.

Andrew Blackney, Resident, commented on the budgeted amount for the contract with Los Angeles County Sheriff’s Department, and asked if the City can contract with local law enforcement agencies.

Juan Granados, Resident, commented on budgeting to provide food donation services to senior citizens.

Ray Hollar, Resident, thanked staff for providing a detailed and transparent budget report and for budgeting to hold a Hispanic-American Contributions Festival.

Chair Pullen-Miles closed public comments.

A motion was made by Vice Chair Kearney and seconded by Commissioner Cuevas to adopt Resolution No. CC-2506-030, adopting the fiscal year 2025-2026 operating and capital improvement budget. The motion passed by a vote of 4-1, with Commissioner Suarez voting no.

N. ADJOURNMENT

There being no further business to conduct, Chair Pullen-Miles adjourned the meeting at 9:16 p.m.

Robert Pullen-Miles, Chair

ATTEST:

Erica Harbison, Secretary
Approved: May 18, 2026



CITY OF LAWNDALE

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

DATE: May 18, 2026
TO: Honorable Mayor and City Council
FROM: Raylette Felton, Interim City Manager
PREPARED BY: Hrant Manuelian, Finance Director/City Treasurer
SUBJECT: **Public Hearing for Budget Workshop and for Staff Vacancies Fiscal Year 2026-27**

BACKGROUND

The purpose of this workshop is for the City Council to receive updated information regarding the budget for FY 2026-27; and to provide direction and input for potential changes to the budget. Staff met with the Budget Subcommittee (which includes Councilmembers Pat Kearney and Frank Talavera) on April 22, 2026, and May 7, 2026. The subcommittee provided direction and recommendation to staff in preparing the budget. Their recommendations were taken into consideration and incorporated into the proposed budget presented.

The economy is still experiencing high inflation, the federal reserve continues to keep interest rates high for longer than anticipated. Staff is aware of these current issues and considered them in preparing the budget for FY 26-27. The budget as proposed in this workshop includes actuals to date for the current fiscal year along with the proposed budget taking into consideration recommendations from the budget subcommittee.

Below is a summary of the revenues and expenditures being proposed for the City's Fiscal Year 2026-2027 budget.

Revenues

The estimated total General Fund revenues for FY 2026-27 are \$21,990,029. This represents an increase of \$889,015 from the amended revenue budget of FY 2025-26. The primary driver of this increase is the projected rise in property tax revenues including motor vehicle in-lieu of property taxes, sales tax increase projected, and use of money & property, which is mainly our interest earnings. We have been closely monitoring our investments and have been increasing the amount invested in longer term investments so that rates can be locked in. Currently rates are to remain constant through the end of the year with no rate cuts. This can change at any moment especially with change in leadership at the Federal Reserve. To try and maximize return to the extent possible, we have been channeling funds into longer-term investments to lock in these favorable rates.

General Fund Revenues			
	Amended Budget 25-26	Adopted Budget 26-27	Difference
Taxes	17,745,504	18,438,041	692,537
Licenses & Permits	586,000	581,000	(5,000)
Court & Traffic Fines	720,000	717,500	(2,500)
Use of Money & Property	899,690	1,063,668	163,978
Charges for Service	218,320	218,320	-
Other Revenue	85,000	85,000	-
Community Development	750,000	750,000	-
Community Services	96,500	136,500	40,000
Total General Fund Revenues	21,101,014	21,990,029	889,015

Please refer to the provided budget folder for more details.

Expenditures

Total General Fund expenditures are estimated to be \$23,180,796 for FY 2026-27. This is an increase of \$1,007,407 as compared to the FY 25-26 amended budget. The following is a summary of the General Fund expenditures by department. See the budget folder provided for details and line-item explanations.

General Fund Expenditures				
Dept #	Department	Amended Budget 2025-26	Proposed Budget 2026-27	Change
110	City Council	291,463	292,609	1,146
120	City Attorney	660,000	660,000	-
130	City Clerk	350,050	458,063	108,013
140	City Manager	708,001	789,699	81,698
150	Admin Services	301,840	310,423	8,583
160	General Ops	2,313,094	2,614,357	301,263
170	Cable TV	296,571	316,717	20,146
180	Information Systems	251,800	262,450	10,650
190	Finance	798,211	882,410	84,199
210	Public Safety	7,812,989	7,949,815	136,826
300	Municipal Services	2,124,889	2,288,183	163,294
310	Public Works Admin	1,404,266	1,310,222	(94,044)
320	Public Works Grounds	1,711,277	1,803,073	91,796
330	Public Works Street	363,504	373,164	9,660
340	Public Works Engineering	105,771	119,679	13,908
410	Community Development	1,199,457	1,128,180	(71,277)
510	Community Svc Admin	1,311,733	1,443,052	131,319
550	Community Svc Events	168,473	178,700	10,227
		22,173,389	23,180,796	1,007,407

Significant changes noted:

1. In general costs have increased due to increased salary and benefit costs per the negotiated MOU.
2. The increase in the City Clerk's department is due to an election this year and therefore the County will charge the City to administer the election.

3. General Operations costs increased due to increased insurance costs of approximately \$200 thousand and increased PERS retirement costs of over \$100 thousand.
4. Public Safety increase is due to increased rates from the County of LA for Sheriff services. The contract rate for a Deputy Sheriff has increased roughly 2.3% and the liability surcharge on Sheriff's services has increased from 13% to 14.5%.
5. Municipal services budget increased mainly due to the addition of the Public Safety Officer position.
6. Public Works Admin is decreasing due to the completion of capital projects. Street Improvement 23/24 was completed and also the 147th Street Traffic Calming project was partially completed.
7. Public Works Grounds and Streets increase is due to increased contract costs for citywide landscaping and increased maintenance supplies for the cleaning of City Hall and Community Center floors, windows, and carpets.

STAFF REVIEW

During this budget session, staff will present the proposed budget to allow the City Council to discuss goals and priorities, the continuation of operational and capital expenditures, and what resources can be appropriately allocated. In addition, staff will summarize cost cutting measures discussed and recommended by the budget subcommittee to balance the Fiscal Year 2026-27 budget. These items have been incorporated into this preliminary budget.

Unknown Costs/Reduction in Revenues

There are several factors that could lead to significant increases in expenditures/decreases in revenues:

- Possibility of litigation against Metro for the Greenline extension or other non-anticipated legal activity. While the City Attorney budget remains flat, the budget includes a CPI-based adjustment to the City Attorney rates. Still, non-anticipated activity outside the normal City Attorney budget could cause an increase in overall expenditures.
- The current high-interest-rate economy, with total investments projected to yield over \$1 million in interest. Any rate cuts by the Federal Reserve could impact this. While we strive to lock in long-term rates to ensure investment returns, most of our investments are in LAIF, a short-term investment that could be significantly affected by rate changes.
- Sales tax revenues are projected to slightly increase for FY 26/27, any changes to the economy could have a potential impact, which could be either positive or negative.

We continuously monitor these factors and will promptly report any significant changes. Fluctuations in either revenues or expenditures could substantially impact the General Fund balance.

AB 2561

AB 2561 requires that we present the status of vacancies on an annual basis prior to the adoption of the budget. The City has 5 vacancies for a vacancy rate of 9.8%. These positions are currently being recruited for and are at various stages of the process. The City employs various recruitment strategies, including posting vacancies on the City's website, industry specific job boards, and online government job boards. The City also employs various strategies for retaining existing staff, including maintaining competitive compensation; investing in staff training and development; regular engagement with and recognition of staff.

LEGAL REVIEW

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

FISCAL IMPACT

There is no fiscal impact associated with this item as we are presenting the proposed budget and any recommendations from Council.

RECOMMENDATION

Staff recommends that the City Council provide direction regarding the budget, as there is no formal recommendation associated with this item.

Attachments

[A Revenue Detail - All Funds.pdf](#)

[B Expenditure Detail.pdf](#)

[C FY 2026-27 CIP.pdf](#)

ATTACHMENT A

Revenue Detail by Fund

ACCOUNT NUMBER	DESCRIPTION	ACTUAL 2024-25	PROJECTED ACTUAL 2025-26	AMENDED BUDGET 2025-26	ADOPTED BUDGET 2026-27	CHANGE FROM PRIOR YEAR
<u>GENERAL FUND</u>						
Taxes						
100-400.110	Property Tax (AB 1197)	1,905,388	2,046,773	2,046,773	2,189,173	142,400
100-400.140	Property Transfer Tax	62,891	50,000	50,000	50,000	-
100-400.200	Sales Tax	3,921,401	3,953,597	3,904,751	4,068,518	163,767
100-400.201	Prepaid MTS	605	500	500	500	-
100-400.210	Measure L Transaction Tax	3,331,533	2,928,563	2,928,563	3,051,389	122,826
100-400.300	Franchise Fees	730,875	750,000	750,000	750,000	-
100-400.500	Transient Occupancy Tax	723,009	750,000	803,000	764,250	(38,750)
100-400.600	Utility Users Tax	2,210,780	2,171,500	2,171,500	2,219,273	47,773
100-400.700	Motor Vehicle In-Lieu	4,848,016	5,090,417	5,090,417	5,344,938	254,521
	Total Taxes	17,734,497	17,741,350	17,745,504	18,438,041	692,537
Licenses & Permits						
100-410.100	Business Licenses	472,718	500,000	500,000	500,000	-
100-410.101	Yard Sale Permits	1,148	1,000	1,000	1,000	-
100-410.102	Trailer Permits	90	-	-	-	-
100-410.103	Tobacco License	4,650	5,000	5,000	5,000	-
100-410.110	Dog Licenses	19,447	20,000	20,000	20,000	-
100-410.120	Alarm Permits	18,772	20,000	20,000	20,000	-
100-410.900	Late Fees - BL	34,645	20,000	25,000	20,000	(5,000)
100-423.115	Construction/Demo- Application Fee	17,967	15,000	15,000	15,000	-
	Total Licenses & Permits	569,437	581,000	586,000	581,000	(5,000)
Court & Traffic Fines						
100-430.200	Court Fines	19,188	25,000	25,000	25,000	-
100-430.300	Parking Citations	615,082	550,000	500,000	500,000	-
100-430.400	Parking Bail - DMV	249,944	220,000	190,000	190,000	-
100-430.600	False Alarm Fees	1,128	1,175	5,000	2,500	(2,500)
	Total Court & Traffic Fines	885,342	796,175	720,000	717,500	(2,500)
Use of Money & Property						
100-425.100	Rental Income	39,786	19,668	19,668	19,668	-
100-435.100	Interest on Investments	1,358,010	1,200,000	880,022	1,044,000	163,978
100-435.200	Interest SA Advance	-	-	-	-	-
	Total Use of Money & Property	1,397,796	1,219,668	899,690	1,063,668	163,978
Charges for Service						
100-410.130	Encroachment Permits	116,024	100,000	150,000	150,000	-
100-410.150	Industrial Waste Permits	59,639	55,000	40,000	40,000	-
100-423.100	Engineering Fees	-	-	-	-	-
100-423.110	PW Plan Check Fees	-	1,500	-	-	-
100-423.112	Small Cell Wireless Facility Fee	-	-	3,320	3,320	-
100-425.500	Vehicle Impound Fees	11,767	10,000	25,000	25,000	-
	Total Charges for Services	187,430	166,500	218,320	218,320	-

Revenue Detail by Fund

ACCOUNT NUMBER	DESCRIPTION	ACTUAL 2024-25	PROJECTED ACTUAL 2025-26	AMENDED BUDGET 2025-26	ADOPTED BUDGET 2026-27	CHANGE FROM PRIOR YEAR
Other Revenue						
100-430.100	Property Damage Reimbursement		89	-	-	-
100-430.500	Case Fines/Payments	77,732	120,000	50,000	50,000	-
100-440.100	Donations/Contributions	10,269	3,572	-	-	-
100-450.100	Miscellaneous Revenue	14,397	10,000	10,000	10,000	-
100-450.101	Miscellaneous - Other	0	-	-	-	-
100-465.451	Grants	0	-	-	-	-
100-465.500	Reimb. of State Mandates	0	-	-	-	-
100-450.110	Insurance Rebate	-	-	25,000	25,000	-
100-435.300/ 490.101	Sale of City Property/ Capital Gain	110,812	10	-	-	-
	Total Other Revenue	213,209	133,671	85,000	85,000	-
100-480.100	Operating Transfer In	3,000	5,000	-	-	-
GENERAL FUND TOTAL		20,990,711	20,643,364	20,254,514	21,103,529	849,015
<u>GAS TAX FUND</u>						
201-435.100	Interest on Investments	19,850	14,000	14,000	17,000	3,000
201-465.109	Gas Tax 2103	303,900	304,538	297,604	310,676	13,072
201-465.110	Gas Tax 2105	197,629	204,185	205,400	207,744	2,344
201-465.120	Gas Tax 2106	117,323	119,485	119,496	121,520	2,024
201-465.130	Gas Tax 2107	262,168	272,894	280,048	277,801	(2,247)
201-465.140	Gas Tax 2107.5	6,000	6,000	6,000	6,000	-
GAS TAX TOTAL		906,870	921,102	922,548	940,741	18,193
<u>AQMD FUND</u>						
202-435.100	AQMD - Interest on Investments	9,854	6,000	6,000	8,000	2,000
202-465.410	AQMD Allocation	41,128	42,000	42,000	42,000	-
AQMD TOTAL		50,981	48,000	48,000	50,000	2,000
<u>TDA BIKEWAYS FUND</u>						
203-465.400	Transportation Develop. Act	22,459	24,655	24,655	25,955	1,300
TDA TOTAL		22,459	24,655	24,655	25,955	1,300

Revenue Detail by Fund

ACCOUNT NUMBER	DESCRIPTION	ACTUAL 2024-25	PROJECTED ACTUAL 2025-26	AMENDED BUDGET 2025-26	ADOPTED BUDGET 2026-27	CHANGE FROM PRIOR YEAR
<u>PROP A FUNDS</u>						
206-425.200	Local Transit-Trolley Fares	2,988	1,751	-	-	-
206-425.201	Metro TAP Collections	31	72	-	-	-
206-435.100	Interest on Investments	99,276	80,000	80,000	96,000	16,000
206-450.100	Misc Revenue	59,701	-	-	-	-
206-465.440	Proposition A Rapid Transit	810,304	798,143	798,143	808,110	9,967
PROP A TOTAL		972,300	879,966	878,143	904,110	25,967
<u>PROP C FUNDS</u>						
207-435.100	Interest on Investments	50,447	39,000	39,000	46,000	7,000
207-465.430	Proposition C Allocation	672,127	662,038	662,038	670,306	8,268
207-470.100	Other Governmental Agencies	-	-	-	-	-
PROP C TOTAL		722,574	701,038	701,038	716,306	15,268
<u>ASSET FORFEITURE FUND</u>						
210-435.100	Interest on Investments	1,868	1,000	1,000	1,000	-
ASSET FORFEITURE TOTAL		1,868	1,000	1,000	1,000	-
<u>STATE COPS GRANT FUND</u>						
211-435.100	State COPS - Interest	12,555	8,000	8,000	9,000	1,000
211-465.200	State COPS Grant	194,663	201,537	180,000	180,000	-
STATE COPS TOTAL		207,219	209,537	188,000	189,000	1,000
<u>CA LAW ENFORCEMENT EQUIPMENT</u>						
213-435.100	Interest on Investments	-	-	-	-	-
CA LAW ENFORCEMENT EQUIPMENT		-	-	-	-	-
<u>CDBG FUND</u>						
214-450.100	Miscellaneous Revenues	-	-	-	-	-
214-460.300	CDBG	441,746	251,916	251,916	247,807	(4,109)
CDBG TOTAL		441,746	251,916	251,916	247,807	(4,109)
<u>RESTRICTED UDAG FUND</u>						
215-435.100	Interest on Investments	100,867	58,000	58,000	69,000	11,000
UDAG TOTAL		100,867	58,000	58,000	69,000	11,000
<u>USED OIL RECYCLING FUND</u>						
216-435.100	Interest on Investments	-	-	-	-	-
216-465.470	Used Oil Block Grant	-	-	-	-	-
USED OIL RECYCLING TOTAL		-	-	-	-	-
<u>CATV ACCESS FUND</u>						
217-425.400	CATV Access Fees	25,869	30,000	30,000	25,000	(5,000)
217-435.100	Interest - Investments	7,918	6,000	6,000	7,000	1,000
217-450.100	Miscellaneous Revenue	-	-	-	-	-
CATV ACCESS TOTAL		33,787	36,000	36,000	32,000	(4,000)

Revenue Detail by Fund

ACCOUNT NUMBER	DESCRIPTION	ACTUAL 2024-25	PROJECTED ACTUAL 2025-26	AMENDED BUDGET 2025-26	ADOPTED BUDGET 2026-27	CHANGE FROM PRIOR YEAR
<u>DEPT OF CONSERVATION GRANT</u>						
227-435.100	Interest - Investments	-	-	-	-	
227-466.100	Dept of Conservation Grant	141	7,958	8,035	8,000	(35)
DEPT OF CONSERVATION TOTAL		141	7,958	8,035	8,000	(35)
<u>JUSTICE ASSISTED GRANT</u>						
234-465.250	Justice Assisted Grant	-	-	11,233	11,233	-
JUSTICE ASSISTED GRANT TOTAL		-	-	11,233	11,233	-
<u>PARK DEVELOPMENT FUND</u>						
236-420.100	Park Development Fees	0	2,000	-	-	-
236-435.100	Interest - Investments	808	-	-	-	-
236-465.451	Grants	0	-	-	-	-
PARK DEV FUND TOTAL		808	2,000	-	-	-
<u>PROP C 25 GRANT</u>						
240-465.450	Grants	-	-	-	-	-
PROP C 25 GRANT TOTAL		-	-	-	-	-
<u>MEASURE R</u>						
244-435.100	Interest - Investments	72,920	47,000	47,000	56,000	9,000
244-465.441	Measure R Local	504,002	496,529	496,529	502,730	6,201
244-465.451	Grants	-	-	-	-	-
MEASURE R TOTAL		576,922	543,529	543,529	558,730	15,201
<u>FEDERAL GRANTS - HUD</u>						
253-465.451	Federal Grant - HUD	-	-	4,000,000	4,000,000	-
FEDERAL GRANTS - HUD TOTAL		-	-	4,000,000	4,000,000	-
<u>LA COUNTY PARKS MAINTENANCE GRANT</u>						
257-435.100	Interest - Investments	-	-	-	-	-
257-465.451	Grants	-	-	-	-	-
LACPMG TOTAL		-	-	-	-	-
<u>STP-L METRO EXCHANGE</u>						
271-435.100	Interest - Investments	147	-	-	-	-
271-465.451	Grants	-	-	-	-	-
STP-L METRO EXC. TOTAL		147	-	-	-	-
<u>MEASURE M LOCAL RETURN</u>						
272-435.100	Interest - Investments	92,955	66,000	66,000	79,000	13,000
272-465.442	Measure M Local	571,017	562,733	562,733	569,760	7,027
272-465.451	Grants	-	-	-	-	-
MEASURE M TOTAL		663,972	628,733	628,733	648,760	20,027

Revenue Detail by Fund

ACCOUNT NUMBER	DESCRIPTION	ACTUAL 2024-25	PROJECTED ACTUAL 2025-26	AMENDED BUDGET 2025-26	ADOPTED BUDGET 2026-27	CHANGE FROM PRIOR YEAR
<u>SB1 GAS TAX STREET REHAB</u>						
274-435.100	Interest - Investments	52,502	36,000	36,000	43,000	7,000
274-465.150	Rehabilitation	867,193	860,656	860,656	891,644	30,988
SB1 GAS TAX TOTAL		919,695	896,656	896,656	934,644	37,988
<u>MEASURE R GRANT</u>						
275-435.100	Interest - Investments	-	-	-	-	-
275-450.100	Miscellaneous Revenues	-	-	-	-	-
275-465.450	MTA Grant	-	-	-	-	-
MEASURE R GRANT TOTAL		-	-	-	-	-
<u>AB-939</u>						
276-400.401	AB939 Franchise Fees	195,681	175,000	175,000	175,000	-
276-435.100	Interest - Investments	28,546	18,000	18,000	21,000	3,000
276-450.100	Miscellaneous Revenues	146,700	-	-	-	-
AB939 TOTAL		370,927	193,000	193,000	196,000	3,000
<u>COMMUNITY SERVICES FUND - RECREATION</u>						
277-423.117	Deposit Revenue	1,414	-	-	-	-
277-424.120	Recreation Fees - Participant	112,027	85,000	85,000	85,000	-
277-424.150	Recreation Fees - Sports	-	-	-	-	-
277-425.100	Rental Income	1,435	1,500	1,500	1,500	-
277-425.101	Community Center Rental Fees	32,140	46,400	10,000	50,000	40,000
277-425.102	CC-Administration Fees	-	-	-	-	-
277-425.103	CC-Recreation Staff Fees	-	-	-	-	-
277-425.104	CC-Maintenance Fees	-	-	-	-	-
277-425.105	CC-Utility Fees	-	-	-	-	-
277-425.106	CC- Rental Insurance Fees	-	-	-	-	-
277-435.100	Interest - Investments	-	-	-	-	-
277-440.100	Donations/Contributions	-	-	-	-	-
277-440.200	Donation - Community Services	-	-	-	-	-
277-440.600	Donation - PRSSC	-	-	-	-	-
277-450.100	Miscellaneous Revenues	45	-	-	-	-
277-450.130	Merchandise Sales	-	-	-	-	-
Total Operating Revenue		147,061	132,900	96,500	136,500	40,000
277-480.100	Operating Transfer In	-	-	-	-	-
COMM SVCS - REC TOTAL		147,061	132,900	96,500	136,500	40,000
<u>COMMUNITY SERVICES - SENIOR ACTIVITIES</u>						
278-435.100	Interest - Investments	-	-	-	-	-
Total Operating Revenue		-	-	-	-	-
278-480.100	Operating Transfer In	-	-	-	-	-
COMM SVCS - SR. ACT. TOTAL		-	-	-	-	-
<u>COMMUNITY DEVELOPMENT</u>						
279-421.100	Planning Fees - General	77,198	240,000	240,000	240,000	-

Revenue Detail by Fund

ACCOUNT NUMBER	DESCRIPTION	ACTUAL 2024-25	PROJECTED ACTUAL 2025-26	AMENDED BUDGET 2025-26	ADOPTED BUDGET 2026-27	CHANGE FROM PRIOR YEAR
279-421.101	Planning BL Review Fee	18,056	10,000	10,000	10,000	-
279-422.100	Building Permit Fees	508,683	300,000	300,000	300,000	-
279-422.110	Building Plan Check Fees	332,634	200,000	200,000	200,000	-
279-423.120	Sewer Connection Fees	-	-	-	-	-
279-435.100	Interest - Investments	-	-	-	-	-
279-450.100	Miscellaneous Revenues	-	-	-	-	-
Total Operating Revenue		936,572	750,000	750,000	750,000	-
279-480.100	Operating Transfer In	-	-	-	-	-
COMM. DEVELOPMENT TOTAL		936,572	750,000	750,000	750,000	-

Revenue Detail by Fund

ACCOUNT NUMBER	DESCRIPTION	ACTUAL 2024-25	PROJECTED ACTUAL 2025-26	AMENDED BUDGET 2025-26	ADOPTED BUDGET 2026-27	CHANGE FROM PRIOR YEAR
<u>BL-SB1186</u>						
280-410.104	BL - AB1379/SB1186	9,719	10,000	10,000	10,000	-
280-435.100	Interest - Investments	3,124	-	-	-	-
BL-SB1186 TOTAL		12,844	10,000	10,000	10,000	-
<u>MEASURE A</u>						
281-465.443	Measure A	-	-	1,425,622	1,425,622	-
281-465.451	Grants	-	-	-	-	-
MEASURE A TOTAL		-	-	1,425,622	1,425,622	-
<u>MEASURE W</u>						
282-435.100	Interest - Investments	28,098	19,000	19,000	22,000	3,000
282-465.444	Measure W	234,100	230,000	230,000	235,000	5,000
MEASURE W TOTAL		262,198	249,000	249,000	257,000	8,000
<u>SOLID WASTE DIVERSION</u>						
283-423.116	Forfeited Security Deposit	116,920	-	-	-	-
283-435.100	Interest - Investments	12,399	-	-	-	-
SOLID WASTE DIVERSION TOTAL		129,319	-	-	-	-
<u>CORONAVIRUS RELIEF FUND</u>						
284-465.850	Coronavirus Relief Fund	-	-	-	-	-
CORONAVIRUS RELIEF FUND TOTAL		-	-	-	-	-
<u>AMERICAN RESCUE PLAN</u>						
285-435.100	Interest - Investments	-	-	-	-	-
285-465.451	Grants	3,870,354	138,000	138,000	-	(138,000)
AMERICAN RESCUE PLAN TOTAL		3,870,354	138,000	138,000	-	(138,000)
<u>SB1383 Local Assistance Prog</u>						
286-435.100	Interest - Investments	2,358	-	-	4,000	4,000
286-465.451	Grants	-	-	-	-	-
SB1383 Local Assistance Prog		2,358	-	-	4,000	4,000
<u>Prop 68 2018 Parks Bond Act</u>						
287-465.451	Grants	-	-	-	-	-
Prop 68 2018 Parks Bond Act		-	-	-	-	-
<u>PLBP Grant</u>						
288-435.100	Interest - Investments	3,368	49,000	49,000	-	(49,000)
288-465.451	Grants	-	-	-	-	-
PLBP Grant		3,368	49,000	49,000	-	(49,000)
<u>SB2 Grant</u>						
290-435.100	Interest - Investments	5,302	4,000	4,000	5,000	1,000
290-465.451	Grants	-	-	-	-	-
SB2 Grant		5,302	4,000	4,000	5,000	1,000

Revenue Detail by Fund

ACCOUNT NUMBER	DESCRIPTION	ACTUAL 2024-25	PROJECTED ACTUAL 2025-26	AMENDED BUDGET 2025-26	ADOPTED BUDGET 2026-27	CHANGE FROM PRIOR YEAR
<u>Local Early Action Planning (LEAP) Grant</u>						
291-435.100	Interest - Investments	4,904	-	-	1,000	1,000
291-465.451	Grants	116,271	116,500	116,500	116,500	-
Local Early Action Planning (LEAP) Grant		121,175	116,500	116,500	117,500	1,000
<u>Art in Public Places Fund</u>						
292-420.101	Public Art Program In-Lieu	8,000	-	-	-	-
292-435.100	Interest - Investments	817	-	-	-	-
Art in Public Places Fund		8,817	-	-	-	-
<u>LAWNDALE HOUSING AUTHORITY</u>						
300-435.100	Interest - Investments	60,349	53,000	53,000	63,000	10,000
300-435.200	Interest - LRA Loan	-	-	-	-	-
300-435.400	Loan Proceeds	-	-	-	-	-
300-450.100	Miscellaneous Revenues	-	-	-	-	-
300-480.100	Operating Transfer In (Housing Set-Aside)	348,917	172,945	172,942	192,007	19,065
HOUSING AUTHORITY TOTAL		409,266	225,945	225,942	255,007	29,065
<u>LAWNDALE REDEVELOPMENT SUCCESSOR AGENCY FUND</u>						
304-435.100	Interest - Investments	27,105	-	-	67,000	67,000
304-435.200	Interest - LRA Loan	-	-	-	-	-
304-435.401	Loan Repayment	-	-	-	-	-
304-450.100	Miscellaneous Revenues	-	-	-	-	-
304-480.100	Operating Transfer In	250,000	200,000	200,000	200,000	-
LRA TOTAL		277,105	200,000	200,000	267,000	67,000
<u>SUCCESSOR AGENCY DEBT SERVICE</u>						
305-435.100	Interest - Investments	13,141	-	-	-	-
305-480.100	Operating Transfer In	3,143,265	3,112,170	3,112,170	3,290,298	178,128
LRA DEBT SERVICE TOTAL		3,156,406	3,112,170	3,112,170	3,290,298	178,128
<u>SUCCESSOR AGENCY DISBURSEMENT FUND</u>						
306-400.900	Tax Increment	3,373,559	3,312,170	3,312,170	3,490,298	178,128
306-435.100	Interest - Investments	62,204	-	-	-	-
306-480.100	Operating Transfer In	-	-	-	-	-
SA DISBURSEMENT FD TOTAL		3,435,763	3,312,170	3,312,170	3,490,298	178,128
<u>2009 TABS</u>						
307-435.101	Interest-TABS	75,439	-	-	-	-
307-435.402	Bond Proceeds	-	-	-	-	-
307-480.100	Operating Transfer In	-	-	-	-	-
2009 TABS TOTAL		75,439	-	-	-	-
<u>Deposit/Donations</u>						
501-435.100	Interest - Investments	-	-	-	-	-
DEPOSIT/DONATIONS TOTAL		-	-	-	-	-

Revenue Detail by Fund

ACCOUNT NUMBER	DESCRIPTION	ACTUAL 2024-25	PROJECTED ACTUAL 2025-26	AMENDED BUDGET 2025-26	ADOPTED BUDGET 2026-27	CHANGE FROM PRIOR YEAR
<u>Employee Benefit Trust Fund</u>						
502-435.100	Interest - Investments	-	-	-	-	-
EMPLOYEE BENEFIT TRUST FUND TOTAL		-	-	-	-	-
<u>PRSSC TRUST FUND</u>						
503-435.100	Interest - Investments	1,119	-	-	-	-
503-450.131	Fireworks Sales	-	-	-	-	-
PRSSC TRUST FUND TOTAL		1,119	-	-	-	-
GRAND TOTAL - ALL FUNDS		39,838,459	34,346,138	39,333,904	40,645,040	1,311,136

ATTACHMENT B

DEPARTMENT EXPENDITURES

CITY COUNCIL - 110
GENERAL FUND (100-110)

ACCOUNT NUMBER	DESCRIPTION	ACTUAL 2024-25	PROJECTED ACTUAL 2025-26	AMENDED BUDGET 2025-26	ADOPTED BUDGET 2026-27	CHANGE FROM PRIOR YEAR
PERSONNEL						
100-110-501.200	SALARIES - ELECTED OFFICIALS	42,000	57,000	57,000	57,000	-
100-110-505.100	FLEXIBLE BENEFITS	60,377	100,822	100,822	100,822	-
100-110-505.200	RETIREMENT	2,586	3,249	3,249	3,240	(9)
100-110-505.300	MEDICARE CONTRIBUTION	1,264	827	827	827	-
100-110-505.700	CITY-PAID INSURANCE	1,470	1,470	1,470	1,470	-
	SUBTOTAL	107,698	163,368	163,368	163,359	(9)
OPERATIONS						
100-110-510.100	OFFICE SUPPLIES	7,650	15,000	15,000	17,500	2,500
100-110-510.200	REPROGRAPHICS	3,362	11,500	11,500	8,100	(3,400)
100-110-510.400	SUBSCRIPTIONS/PUBLICATIONS	121	250	250	150	(100)
100-110-510.610	MEMBERSHIP/DUES	50,873	52,465	52,465	54,000	1,535
100-110-510.620	TRAVEL/MEETINGS	16,291	35,380	35,380	36,000	620
100-110-510.650	MILEAGE REIMBURSEMENT	414	1,000	1,000	1,000	-
100-110-540.311	DISCRETIONARY - MAYOR	1,706	2,500	2,500	2,500	-
100-110-540.314	DISCRETIONARY - SUAREZ	500	2,500	2,500	2,500	-
100-110-540.315	DISCRETIONARY - KEARNEY	2,500	2,500	2,500	2,500	-
100-110-540.316	DISCRETIONARY - CUEVAS	1,150	2,500	2,500	2,500	-
100-110-540.318	DISCRETIONARY - TALAVERA	1,240	2,500	2,500	2,500	-
100-110-540.330	LAWNDALE HISTORIC SOCIETY	-	-	-	-	-
	SUBTOTAL	85,806	128,095	128,095	129,250	1,155
GENERAL FUND TOTAL		193,504	291,463	291,463	292,609	1,146

Budget Detail Worksheet

Dept: City Council

Program: City Council - 110

Account No.	Line Item	Amended Budget 2025-26	Adopted Budget 2026-27	Description
Fund:	100 - General Fund			
	<u>Personnel</u>			
501.200	Salaries-Elected Officials	57,000	57,000	Mayor & 4 Council members @ \$950/month.
505.100	Flexible Benefits	100,822	100,822	Employee Health benefits.
505.200	Retirement	3,249	3,240	PERS employer contribution.
505.300	Medicare Contribution	827	827	Federal Medicare 1.45% of salary. City provided long-term disability (LTD), employee assistance program (EAP), life insurance, and accidental death & dismemberment AD&D.
505.700	City-Paid Insurance	1,470	1,470	
	Subtotal	163,368	163,359	
	<u>Operations</u>			
510.100	Office Supplies	15,000	17,500	Office supplies, printer ink, sympathy flowers, linens, glassware, meeting refreshments and snacks: Wreaths for Veterans Day, Memorial Day and 911 Remembrance. City logo shirts and caps for Council. State of City Breakfast Event (\$5,000). Oath of Office (\$2,800).
510.200	Reprographics	11,500	8,100	Mayor letterhead, name plates, Council photos/frames, supplies for recognition requests and annual employee recognition plaques, certificates, frames, service pins, city lapel pins, and misc. reprographic services.
510.400	Subscriptions/Publications	250	150	Digital/electronic Daily Breeze subscriptions.
510.610	Memberships/Dues	52,465	54,000	League of CA Cities. (LCC)- \$15,699; So Cal Assoc Gov (SCAG) - \$4,780; Calif Contract Cities Assoc (CCCA) - \$4,888; Centinela Youth Services - \$6,500; League of Calif Cities - LA County Div. - \$1,200; So Bay Cities Council of Gov (SBCCOG) - \$20,933 includes CPI and Special Assessment South Bay Housing Trust (first year \$50,000)
510.620	Travel/Meetings	35,380	36,000	CCCA Annual Municipal Seminar - 5 attendees CCCA Legislative Orientation Tour - 2 attendees CCCA Fall Seminar - 2 attendees LCC Annual Voting Conference - 2 attendees LCC - Mayors and Council Members Academy - 2 attendees SCAG Annual Voting Meeting - 2 Attendees CJPIA Elected Officials Summit (Tenured over 3 yrs.)- 2 attendees LCC City Leaders Summit - 2 attendees Other travel/ meetings, i.e. PTA, CCCA LASD, CCCA LAFD, LAEDC, LCC Local Board & Annual Reception, NALEO, Local Progress.

Budget Detail Worksheet

Dept: City Council

Program: City Council - 110

Account No.	Line Item	Amended Budget 2025-26	Adopted Budget 2026-27	Description
510.650	Mileage Reimbursement	1,000	1,000	Mileage, Metro ExpressLanes FasTrak, and parking fee reimbursement for attendance at various meetings.
540.311	Discretionary Funds - Mayor	2,500	2,500	\$2,500 annual allocation
540.314	Discretionary Funds - Suarez	2,500	2,500	\$2,500 annual allocation
540.315	Discretionary Funds - Kearney	2,500	2,500	\$2,500 annual allocation
540.316	Discretionary Funds - Cuevas	2,500	2,500	\$2,500 annual allocation
540.318	Discretionary Funds - Talavera	2,500	2,500	\$2,500 annual allocation
540.330	Lawndale Historic Society	-	-	Lawndale Historic Society
	Subtotal	128,095	129,250	
GENERAL FUND TOTAL		291,463	292,609	

DEPARTMENT EXPENDITURES

CITY ATTORNEY - 120

GENERAL FUND (100-120)

ACCOUNT NUMBER	DESCRIPTION	ACTUAL 2024-25	PROJECTED ACTUAL 2025-26	AMENDED BUDGET 2025-26	ADOPTED BUDGET 2026-27	CHANGE FROM PRIOR YEAR
	OPERATIONS					
100-120-530.300	LEGAL SERVICES	710,682	660,000	660,000	660,000	-
	SUBTOTAL	710,682	660,000	660,000	660,000	-
	GENERAL FUND TOTAL	710,682	660,000	660,000	660,000	-

Budget Detail Worksheet

Dept: City Attorney

Program: Legal Services - 120

Account No. Line Item	Amended Budget 2025-26	Adopted Budget 2026-27	Description
Fund: 100 - General Fund			
<u>Operations</u>			
530.300 Legal Services	660,000	660,000	City Attorney Services \$550,000. Legal services for Metro Greenline \$110,000.
GENERAL FUND TOTAL	660,000	660,000	

DEPARTMENT EXPENDITURES

CITY CLERK - 130

GENERAL FUND (100-130)

ACCOUNT NUMBER	DESCRIPTION	ACTUAL 2024-25	PROJECTED ACTUAL 2025-26	AMENDED BUDGET 2025-26	ADOPTED BUDGET 2026-27	CHANGE FROM PRIOR YEAR
PERSONNEL						
100-130-501.100	SALARIES - FULL-TIME	210,119	217,857	217,857	242,921	25,064
100-130-501.200	SALARIES - ELECTED OFFICIALS	5,250	8,400	8,400	8,400	-
100-130-501.400	SALARIES - OVERTIME	-	-	-	-	-
100-130-501.500	LONGEVITY PAY	-	-	-	-	-
100-130-501.600	CAR ALLOWANCE	3,900	3,900	3,900	3,900	-
100-130-501.900	MANDATORY LEAVE	-	-	-	-	-
100-130-505.100	FLEXIBLE BENEFIT	52,203	60,493	60,493	60,493	-
100-130-505.200	RETIREMENT	20,077	28,462	28,462	30,793	2,331
100-130-505.300	MEDICARE CONTRIBUTION	3,530	3,264	3,264	3,627	363
100-130-505.700	CITY-PAID INSURANCE	1,234	1,234	1,234	1,234	-
	SUBTOTAL	296,313	323,610	323,610	351,368	27,758
OPERATIONS						
100-130-510.100	OFFICE SUPPLIES	1,978	1,950	1,950	2,000	50
100-130-510.200	REPROGRAPHICS	3,583	3,000	3,000	3,000	-
100-130-510.400	SUBSCRIPTIONS/PUBLICATION	-	500	500	500	-
100-130-510.600	STAFF DEVELOPMENT	1,175	2,875	2,875	3,150	275
100-130-510.610	MEMBERSHIP/DUES	850	1,470	1,470	1,470	-
100-130-510.620	TRAVEL/MEETINGS	2,471	2,600	2,600	2,625	25
100-130-510.650	MILEAGE REIMBURSEMENT	134	300	300	300	-
100-130-520.510	EQUIP MAINTENANCE	-	800	800	800	-
100-130-530.100	CONTRACT SERVICES	1,068	8,245	8,245	13,450	5,205
100-130-530.400	ELECTION EXPENSES	58,478	2,000	2,000	76,700	74,700
100-130-530.500	LEGAL ADS	1,606	2,700	2,700	2,700	-
	SUBTOTAL	71,343	26,440	26,440	106,695	80,255
GENERAL FUND TOTAL		367,656	350,050	350,050	458,063	108,013

Budget Detail Worksheet

Dept.: City Clerk

Program: City Clerk - 130

Account No.	Line Item	Amended Budget 2025-26	Adopted Budget 2026-27	Description
Fund:	100 - General Fund			
	<u>Personnel</u>			
501.100	Salaries - Full-Time	217,857	242,921	Assistant City Clerk, Administrative Assistance.
501.200	Salaries - Elected Officials	8,400	8,400	Elected City Clerk
501.500	Longevity Pay	-	-	Per MOU
501.600	Car Allowance	3,900	3,900	Per MOU
505.100	Flexible Benefits	60,493	60,493	Employee health benefits.
505.200	Retirement	28,462	30,793	PERS City portion.
505.300	Medicare Contribution	3,264	3,627	Federal Medicare 1.45% of Salary
505.700	City-Paid Insurance	1,234	1,234	City provided long-term disability (LTD), employee assistance program (EAP), life insurance, and accidental death & dismemberment (AD&D).
	Subtotal	323,610	351,368	
	<u>Operations</u>			
510.100	Office Supplies	1,950	2,000	General office supplies for City Clerk department.
510.200	Reprographics	3,000	3,000	Printing of municipal code supplemental updates and PDF copies.
510.400	Subscriptions/Publication	500	500	Provides for publications related to the City Clerk's profession.
510.600	Staff Development	2,875	3,150	Attend conferences, trainings, seminars, and workshops for City Clerk and staff. City Clerk attendance at one conference California Contract Cities Association (CCCA) \$1,000, webinar course for Administrative Assistant \$75, Municipal Clerks Institute (MCI) \$525, Assistant City Clerk's attendance at New Law Seminar \$600, League of California Cities Annual Conference \$200, and City Clerk's Association Annual Conference \$750.
510.610	Membership/Dues	1,470	1,470	City Clerks Association of California (CCAC) \$600 and International Institute of Municipal Clerks (IIMC) memberships for the Assistant City Clerk and Administrative Assistant \$370. Notary Commission for Assistant City Clerk \$200 (notary renewal is less than new commission).
510.620	Travel & Meetings	2,600	2,625	MCI hotel for City Clerk Staff Member \$1,000, City Clerk Association hotel for Assistant City Clerk \$750, and CCCA hotel for City Clerk \$875.
510.650	Mileage Reimbursement	300	300	
520.510	Equipment Maintenance	800	800	

Budget Detail Worksheet

Dept.: City Clerk

Program: City Clerk - 130

<u>Account No.</u>	<u>Line Item</u>	<u>Amended Budget 2025-26</u>	<u>Adopted Budget 2026-27</u>	<u>Description</u>
530.100	Contract Services	8,245	13,450	City's municipal code maintenance and support \$1,795, shredding services \$1,650, Records Consultant fee \$550, offsite storage \$3,000, NEW = SB707 Software Program(s) \$3,000 and Social Media Archive Program \$2,700. DocuSign \$350
530.400	Election Expenses	2,000	76,700	\$6,700 for publishing of election notices, election costs \$70,000.
530.500	Legal Advertising	2,700	2,700	Publication of ordinance notices and other required legal notices.
	Subtotal	26,440	106,695	
GENERAL FUND TOTAL		350,050	458,063	

DEPARTMENT EXPENDITURES

CITY MANAGER - 140
GENERAL FUND (100-140)

ACCOUNT NUMBER	DESCRIPTION	ACTUAL 2024-25	PROJECTED ACTUAL 2025-26	AMENDED BUDGET 2025-26	ADOPTED BUDGET 2026-27	CHANGE FROM PRIOR YEAR
PERSONNEL						
100-140-501.100	SALARIES - FULL-TIME	445,786	544,130	544,130	596,212	52,082
100-140-501.400	SALARIES - OVERTIME	906	1,000	1,000	1,000	-
100-140-501.300	SALARIES -PART-TIME	-	-	-	-	-
100-140-501.500	LONGEVITY PAY	950	1,000	1,000	2,100	1,100
100-140-501.600	AUTO ALLOWANCE	4,599	5,850	5,850	5,850	-
100-140-501.900	MANDATORY LEAVE	-	-	-	-	-
100-140-505.100	FLEXIBLE BENEFIT	60,225	63,518	63,518	70,575	7,057
100-140-505.200	RETIREMENT	60,051	66,993	66,993	86,509	19,516
100-140-505.300	MEDICARE CONTRIBUTION	7,122	6,882	6,882	8,645	1,763
100-140-505.700	CITY-PAID INSURANCE	1,434	1,418	1,418	1,608	190
	SUBTOTAL	581,071	690,791	690,791	772,499	81,708
OPERATIONS						
100-140-510.100	OFFICE SUPPLIES	-63	1,360	1,360	1,350	(10)
100-140-510.610	MEMBERSHIP/DUES	1,600	1,600	1,600	1,600	-
100-140-510.620	TRAVEL/MEETINGS	4,787	6,150	6,150	6,150	-
100-140-510.650	MILEAGE REIMBURSEMENT	-	100	100	100	-
100-140-540.200	SPECIAL EXPENSES	-	8,000	8,000	8,000	-
	SUBTOTAL	6,324	17,210	17,210	17,200	(10)
GENERAL FUND TOTAL		587,395	708,001	708,001	789,699	81,698

Budget Detail Worksheet

Dept.: City Manager

Program: City Manager-140

Account No.	Line Item	Amended Budget 2025-26	Adopted Budget 2026-27	Description
Fund:	100 - General Fund			
	<u>Personnel Costs</u>			
501.100	Salaries-Full-Time	544,130	596,212	City Manager, Deputy City Manager 50%, Executive Assistant and Personnel Assistant.
501.400	Salaries-Overtime	1,000	1,000	Overtime.
501.500	Longevity	1,000	2,100	Per MOU.
501.600	Auto Allowance	5,850	5,850	Auto Allowance - City Manager and Deputy City Manager 50%.
501.900	Mandatory Leave	-	-	Mandatory Leave.
505.100	Flexible Benefit	63,518	70,575	Employee health benefits.
505.200	Retirement	66,993	86,509	PERS City portion and Deferred Compensation Match.
505.300	Medicare Contribution	6,882	8,645	Federal Medicare 1.45% of salary.
505.700	City-Paid Insurance	1,418	1,608	City provided long-term disability (LTD), employee assistance program (EAP), life insurance, and accidental death & dismemberment (AD&D).
	Subtotal	690,791	772,499	
	<u>Operations</u>			
510.100	Office Supplies	1,360	1,350	Office supplies, materials, equipment.
510.610	Memberships/Dues	1,600	1,600	Membership to California City Management Foundation (CCMF) \$400, and International City Management Association (ICMA) \$1200, per City Manager employment agreement.
510.620	Travel/Meetings	6,150	6,150	Attendance to conferences and meetings for City Manager - \$5,750. Attendance to conferences and meetings for Deputy City Manager / HR Director - CalPERS, CJPIA, SCPLRC, CalPERLRA and other - \$3,500.
510.650	Mileage Reimbursement	100	100	Mileage and parking fee reimbursement
540.200	Special Expenses	8,000	8,000	Employee programs, agency meetings, and misc. supplies, equipment or services.
	Subtotal	17,210	17,200	
	<u>GENERAL FUND TOTAL</u>	708,001	789,699	

DEPARTMENT EXPENDITURES

ADMINISTRATIVE SERVICES -150

GENERAL FUND (100-150)

ACCOUNT NUMBER	DESCRIPTION	ACTUAL 2024-25	PROJECTED ACTUAL 2025-26	AMENDED BUDGET 2025-26	ADOPTED BUDGET 2026-27	CHANGE FROM PRIOR YEAR
PERSONNEL						
100-150-501.100	SALARIES - FULL-TIME	102,396	102,399	102,399	114,243	11,844
100-150-501.500	LONGEVITY PAY	-	200	200	300	100
100-150-501.600	AUTO ALLOWANCE	1,950	1,950	1,950	1,950	-
100-150-505.100	FLEXIBLE BENEFITS	9,482	10,082	10,082	10,082	-
100-150-505.200	RETIREMENT	16,695	16,757	16,757	18,224	1,467
100-150-505.300	MEDICARE CONTRIBUTION	1,629	1,485	1,485	1,657	172
100-150-505.700	CITY-PAID INSURANCE	272	272	272	272	-
	SUBTOTAL	132,424	133,145	133,145	146,728	13,583
OPERATIONS						
100-150-510.100	OFFICE SUPPLIES	1,081	1,500	1,500	1,500	-
100-150-510.400	SUBSCS/PUBLICATIONS	321	1,000	1,000	1,000	-
100-150-510.605	CITY STAFF DEVELOPMENT	1,021	3,000	3,000	3,000	-
100-150-510.610	MEMBERSHIP/DUES	683	1,495	1,495	1,495	-
100-150-510.630	BENEFIT REIMBURSEMENT	3,169	8,200	8,200	8,200	-
100-150-510.800	RECRUITMENT	18,654	55,000	55,000	55,000	-
100-150-530.100	CONTRACT SERVICES	13,230	72,500	72,500	67,500	(5,000)
100-150-540.200	SPECIAL EXPENSES	21,020	26,000	26,000	26,000	-
100-150-550.200	OFFICE EQUIPMENT	-	-	-	-	-
	SUBTOTAL	59,179	168,695	168,695	163,695	(5,000)
GENERAL FUND TOTAL		191,603	301,840	301,840	310,423	8,583

Budget Detail Worksheet

Dept.: Administrative Svcs.

Program: Administrative Svcs.-150

Account No.	Line Item	Amended Budget 2025-26	Adopted Budget 2026-27	Description
Fund:	100-General Fund			
	<u>Personnel Costs</u>			
501.100	Salaries-Full-time	102,399	114,243	50% Human Resources Director Salary.
501.500	Longevity Pay	200	300	Per MOU.
501.600	Auto Allowance	1,950	1,950	Auto Allowance- 50% HR Director
505.100	Flexible Benefits	10,082	10,082	Employee health benefits.
505.200	Retirement	16,757	18,224	PERS City portion and Deferred Compensation Match.
505.300	Medicare Contribution	1,485	1,657	Federal Medicare 1.45% of salary.
505.700	City-Paid Insurance	272	272	City provided long-term disability (LTD), employee assistance program (EAP), life insurance, and accidental death & dismemberment (AD&D).
	Subtotal	133,145	146,728	
	<u>Operations</u>			
510.100	Office Supplies	1,500	1,500	Various office supplies.
510.400	Subscriptions/Publications	1,000	1,000	Subscriptions to personnel/risk management publications including mandated labor posters for all City facilities, and FLSA manual.
510.605	Citywide Staff Development	3,000	3,000	City-wide staff development and mandatory citywide trainings in harassment prevention, customer service, CPR and other organizational development areas.
510.610	Memberships/Dues	1,495	1,495	Membership in labor relations, risk management and other human resources associations; including SCPLRC \$400, MMASC \$95, SHRM \$300, PARMA \$300, CalPELRA membership \$400.
510.630	Benefit Reimbursement	8,200	8,200	Employee tuition reimbursement reserve (up to \$1,800 per qualified employee x4), and reimbursement expenses related to employee wellness program \$100 per employee x10).
510.800	Recruitment	55,000	55,000	Expenses to attract qualified candidates for potential employment opportunities.
530.100	Contract Services	72,500	67,500	Liebert Cassidy consortium \$5,000; personnel and employee relations matters \$55,000. NeoGov Applicant Tracking System \$7,500.

Budget Detail Worksheet

Dept.: Administrative Svcs.

Program: Administrative Svcs.-150

<u>Account No.</u>	<u>Line Item</u>	<u>Amended Budget 2025-26</u>	<u>Adopted Budget 2026-27</u>	<u>Description</u>
540.200	Special Expenses	26,000	26,000	Misc. costs for department operations including employee programs and contingency \$6,000; Employee Recognition/Holiday Event \$20,000.
550.200	Office Equipment	-	-	
	Subtotal	<u>168,695</u>	<u>163,695</u>	
	GENERAL FUND TOTAL	<u>301,840</u>	<u>310,423</u>	

DEPARTMENT EXPENDITURES

GENERAL OPERATIONS - 160

GENERAL FUND (100-160)

ACCOUNT NUMBER	DESCRIPTION	ACTUAL 2024-25	PROJECTED ACTUAL 2025-26	AMENDED BUDGET 2025-26	ADOPTED BUDGET 2026-27	CHANGE FROM PRIOR YEAR
PERSONNEL						
100-160-501.800	SICK LEAVE BUY BACK	19,983	29,551	29,551	19,933	(9,618)
100-160-505.200	PERS CONTRIBUTION	830,467	958,693	958,693	1,061,115	102,422
100-160-505.201	PARS CONTRIBUTION	-	8,500	8,500	8,500	-
100-160-505.202	PARS EXCESS FUND	24,400	25,500	25,500	25,500	-
100-160-505.600	RETIREE'S HEALTH BENEFIT	198,828	210,000	210,000	210,000	-
	SUBTOTAL	1,073,678	1,232,244	1,232,244	1,325,048	92,804
OPERATIONS						
100-160-510.100	OFFICE SUPPLIES	6,984	10,000	10,000	10,000	-
100-160-510.300	POSTAGE	6,641	15,500	15,500	12,000	(3,500)
100-160-515.100	TELECOMMUNICATIONS	89,039	85,000	85,000	85,000	-
100-160-515.200	ELECTRICITY	11,063	15,000	15,000	15,000	-
100-160-515.300	NATURAL GAS	6,190	8,000	8,000	8,000	-
100-160-515.400	WATER	15,107	15,000	15,000	17,000	2,000
100-160-520.120	BUILDING EQUIPMENT MAINT	-	5,000	5,000	5,000	-
100-160-520.500	EQUIPMENT RENTAL	32,766	39,000	39,000	40,000	1,000
100-160-525.200	LIABILITY INSURANCE	404,623	515,535	515,535	722,094	206,559
100-160-525.300	PROPERTY INSURANCE	113,549	125,972	125,972	115,701	(10,271)
100-160-525.400	WORKERS COMP INS PREMIUM	170,917	155,260	155,260	168,105	12,845
100-160-525.600	UNEMPLOYMENT INSURANCE	717	18,000	18,000	18,000	-
100-160-530.100	CONTRACT SERVICES	8,109	10,000	10,000	10,000	-
100-160-530.800	MEDICAL & HEALTH TESTING	981	6,000	6,000	6,000	-
100-160-545.100	DEBT SERVICE PAYMENTS	47,281	48,865	48,865	50,502	1,637
100-160-545.400	INTEREST EXPENSE	10,469	8,718	8,718	6,907	(1,811)
	SUBTOTAL	924,436	1,080,850	1,080,850	1,289,309	208,459
CAPITAL						
100-160-550.400	OTHER EQUIPMENT	330	-	-	-	-
	SUBTOTAL	330	-	-	-	-
GENERAL FUND TOTAL		1,998,444	2,313,094	2,313,094	2,614,357	301,263
FUNDS TOTAL		1,998,444	2,313,094	2,313,094	2,614,357	301,263

Budget Detail Worksheet

Dept.: General Operations

Program: General Operations - 160

Account No	Line Item	Amended Budget 2025-26	Adopted Budget 2026-27	Description
Fund:	100 - General Fund			
	<u>Personnel</u>			
501.800	Sick Leave Buy Back	29,551	19,933	Sick Leave Buy Back for eligible employees based on requests submitted by deadline.
505.200	PERS Contribution	958,693	1,061,115	Required employer contribution for PERS. This is the annual required payment on the Employer Unfunded Liability (UAL). This amount is for both Miscellaneous and PEPRA employees.
505.201	PARS Contribution	8,500	8,500	Required unfunded liability contribution for Public Agency Retirement Services (PARS) retirement enhancement plan based on 7/1/21 Actuarial Valuation.
505.202	PARS Excess Fund	25,500	25,500	Contributions required to pay excess benefits payments made from Public Agency Retirement Services (PARS) for 2% annual COLA, and changes in plan related to discount rate and retiree mortality (20 year amortization period to level expense).
505.600	Retiree's Health Insurance	210,000	210,000	Premium payments for retiree health benefits.
	Subtotal	<u>1,232,244</u>	<u>1,325,048</u>	
	<u>Operations</u>			
510.100	Office Supplies	10,000	10,000	Citywide office supplies including, paper, coffee service, letterhead, business cards, fax and copier supplies/maintenance.
510.300	Postage	15,500	12,000	Postage, Fed Ex usage, bulk mail permit fees, etc. Bulk mailings (\$1,500) needed for Metro letters to residents.
515.100	Telecommunications	85,000	85,000	Citywide telephone system equipment, maintenance and usage; and cellphone program.
515.200	Electricity	15,000	15,000	Electricity for Civic Center complex based on historical usage/cost.
515.300	Natural Gas	8,000	8,000	Natural gas for City Hall.
515.400	Water	15,000	17,000	City Hall facility/grounds water service and Sparkletts water for breakrooms.
520.120	Building Equipment Maint	5,000	5,000	Citywide Maintenance, repairs, and insurance deductible.
520.500	Equipment Rental	39,000	40,000	Office equipment lease & maintenance agreements for photo copy, mail meter, and fax machines.

Budget Detail Worksheet

Dept.: General Operations

Program: General Operations - 160

Account No	Line Item	Amended Budget 2025-26	Adopted Budget 2026-27	Description
525.200	Liability Insurance	515,535	722,094	California Joint Power Insurance Authority (CJPIA) annual liability insurance contribution; includes crime and pollution legal liability.
525.300	Property Insurance	125,972	115,701	California Joint Power Insurance Authority (CJPIA) annual contribution; includes property risk and earthquake damage.
525.400	Worker's Compensation	155,260	168,105	California Joint Power Insurance Authority (CJPIA) annual contribution; includes general liability, WC primary, and WC excess pool deposits.
525.600	Unemployment Insurance	18,000	18,000	Citywide unemployment insurance.
530.100	Contract Services	10,000	10,000	Ongoing costs for employee flex spending account administration \$1,500 and PARS administration \$8,500.
530.800	Medical & Health Testing	6,000	6,000	Citywide new employee screening, first aid claims, random drug testing program, fit-for-duty exams, etc.
545.100	Debt Service Payments	48,865	50,502	California Infrastructure and Economic Development Bank principal payment for financing Charles B Hopper Park project; outstanding principal balance \$212,386 as of 6/30/26.
545.400	Interest Expense	8,718	6,907	California Infrastructure and Economic Development Bank interest payment for financing Charles B Hopper Park project; anticipated payoff 8/1/2029.
	Subtotal	1,080,850	1,289,309	
	Capital			
550.400	Other Equipment	-	-	
	Subtotal	-	-	
GENERAL FUND TOTAL		2,313,094	2,614,357	

DEPARTMENT EXPENDITURES

CABLE TELEVISION - 170

GENERAL FUND (100-170)

ACCOUNT NUMBER	DESCRIPTION	ACTUAL 2024-25	PROJECTED ACTUAL 2025-26	AMENDED BUDGET 2025-26	ADOPTED BUDGET 2026-27	CHANGE FROM PRIOR YEAR
PERSONNEL						
100-170-501.100	SALARIES - FULL-TIME	124,103	125,770	125,770	140,318	14,548
100-170-501.300	SALARIES - PART-TIME	49,019	82,941	82,941	92,604	9,663
100-170-501.400	SALARIES - OVERTIME	-	-	-	-	-
100-170-505.100	FLEXIBLE BENEFIT	18,763	20,164	20,164	20,164	-
100-170-505.200	RETIREMENT	9,767	10,011	10,011	11,127	1,116
100-170-505.300	MEDICARE CONTRIBUTION	2,504	3,027	3,027	3,377	350
100-170-505.700	CITY-PAID INSURANCE	396	397	397	397	-
	SUBTOTAL	204,552	242,310	242,310	267,987	25,677
OPERATIONS						
100-170-510.100	OFFICE SUPPLIES	204	1,560	1,560	1,560	-
100-170-510.610	MEMBERSHIPS/DUES	-	2,500	2,500	2,500	-
100-170-510.650	MILEAGE REIMBURSEMENT	-	250	250	250	-
100-170-520.510	EQUIPMENT MAINTENANCE	-	1,000	1,000	1,000	-
100-170-520.600	VEHICLE MAINTENANCE	116	-	-	-	-
100-170-530.100	CONTRACT SERVICES	25,448	38,240	38,240	38,240	-
100-170-540.200	SPECIAL EXPENSES	318	3,380	3,380	3,380	-
100-170-550.400	OTHER EQUIPMENT	-	7,331.00	7,331.00	1,800	(5,531)
	SUBTOTAL	26,086	54,261	54,261	48,730	(5,531)
GENERAL FUND TOTAL		230,639	296,571	296,571	316,717	20,146

CABLE TELEVISION - 170

Lawndale Cable Usage Corp (217-170 & 285-170)

CAPITAL						
217-170-550.400	OTHER EQUIPMENT	61,766	0	237,331	-	(237,331)
285-170-550.400	OTHER EQUIPMENT	18,708	0	0	-	-
Cable TV FUND TOTAL		80,474	-	237,331	-	(237,331)
ALL FUNDS TOTAL		311,112	296,571	533,902	316,717	(217,185)

Budget Detail Worksheet

Dept.:		Admin/City TV		Program:		Cable Television - 170	
Account No.	Line Item	Amended Budget 2025-26	Adopted Budget 2026-27	Description			
Fund: 100 - General Fund							
<u>Personnel</u>							
501.100	Salaries - Full-Time	125,770	140,318	Cable TV Supervisor.			
501.300	Salaries - Part-Time	82,941	92,604	Salaries for 3 part-time production assistants; 3,040 total projected hours (1.5 FTE).			
505.100	Flexible Benefits	20,164	20,164	Employee health benefits.			
505.200	Retirement	10,011	11,127	PERS Employee contribution.			
505.300	Medicare Contribution	3,027	3,377	Federal Medicare 1.45% of salary.			
505.700	City-paid Insurance	397	397	Employer provided long-term disability (LTD), employee assistance program (EAP), life insurance, and accidental death & dismemberment (AD&D).			
	Subtotal	242,310	267,987				
<u>Operations</u>							
510.100	Office Supplies	1,560	1,560	Provides color printer toner replacement, cable ties, tie wraps, City logo shirts/jackets and other general office supplies needed in operations.			
510.610	Memberships/Dues	2,500	2,500	SCAN / NATOA membership and attendance to NAB conference.			
510.650	Mileage Reimbursement	250	250	Mileage reimbursement for staff.			
520.510	Equip. Maintenance	1,000	1,000	Video systems repair and maintenance of video archives, pre-production and post-production systems.			
520.600	Vehicle Maintenance	-	-				
530.100	Contract Services	38,240	38,240	Cablecast System - Service Contract \$3,000; Adobe Creative Cloud Service and Canva post-production annual subscription \$3,240; Music/Video Library Subscription \$300; IEEI Annual Video Server/Archive Service Contract \$3,500; Professional video systems integration consultant \$25,000. Production staff for creative content \$3,000. PEG Media library for CATV \$200.			
540.200	Special Expenses	3,380	3,380	Gaffer's Tape \$380; misc. connectors, adapters, hard drives, memory cards, portable hard-drives, flash drives, Video Production props/items \$1,000, podium microphones (\$500), misc. items \$1,500.			
550.400	Other Equipment	7,331	1,800	A camera storage file cabinet (\$1,800)			
	Subtotal	54,261	48,730				
	GENERAL FUND TOTAL	296,571	316,717				

Budget Detail Worksheet

Dept.:	Admin/City TV	Program:	Cable Television - 170	
<u>Account No.</u>	<u>Line Item</u>	<u>Amended Budget 2025-26</u>	<u>Adopted Budget 2026-27</u>	<u>Description</u>
Fund:	217 & 285 - Lawndale Cable Usage Corp			
	<u>Capital Outlay</u>			
550.400	Other Equipment	237,331	-	- TV Production and Broadcast System Upgrade (\$237,331 available).
550.400	Other Equipment	-	-	
CABLE TV FUND TOTAL		237,331	-	
ALL FUNDS TOTAL		533,902	316,717	

DEPARTMENT EXPENDITURES

INFORMATION SYSTEMS - 180

GENERAL FUND (100-180)

ACCOUNT NUMBER	DESCRIPTION	ACTUAL 2024-25	PROJECTED ACTUAL 2025-26	AMENDED BUDGET 2025-26	ADOPTED BUDGET 2026-27	CHANGE FROM PRIOR YEAR
OPERATIONS						
100-180-510.100	OFFICE SUPPLIES	-	50	50	50	-
100-180-510.400	SUBSCRIPTIONS/PUBLICATIONS	18,843	25,900	25,900	31,400	5,500
100-180-530.100	CONTRACT SERVICES	201,236	205,850	205,850	211,000	5,150
	SUBTOTAL	220,080	231,800	231,800	242,450	10,650
CAPITAL						
100-180-550.400	OTHER EQUIPMENT	19,965	20,000	20,000	20,000	-
	SUBTOTAL	19,965	20,000	20,000	20,000	-
GENERAL FUND TOTAL		240,044	251,800	251,800	262,450	10,650

INFORMATION SYSTEMS - 180

Budget Detail Worksheet

Dept.: Information Systems

Program: Information Systems - 180

Account No.	Line Item	Amended Budget 2025-26	Adopted Budget 2026-27	Description
Fund:	100 - General Fund			
	<u>Operations</u>			
510.100	Office Supplies	50	50	Various office supplies.
510.400	Subscriptions/Pub	25,900	31,400	Website maintenance \$6,000; LogMeIn remote access \$1,000; Microsoft Office 365 subscription \$12,300; Adobe \$3,900; Sophos Antivirus \$3,750; Veeam: \$4,300.00.
530.100	Contract Services	205,850	211,000	Contract network support \$172,871; Tyler Tech Accounting Software \$9,000; Online CitizenServe Software \$29,000.
	Subtotal	231,800	242,450	
	<u>Capital</u>			
550.400	Other Equipment	20,000	20,000	Equipment replacement costs for computer equipment, printers, keyboards, monitors, network equipments, and other related items as needed citywide \$20,000.
	Subtotal	20,000	20,000	
	<u>GENERAL FUND TOTAL</u>	251,800	262,450	

DEPARTMENT EXPENDITURES

FINANCE - 190
GENERAL FUND (100-190)

ACCOUNT NUMBER	DESCRIPTION	ACTUAL 2024-25	PROJECTED ACTUAL 2025-26	AMENDED BUDGET 2025-26	ADOPTED BUDGET 2026-27	CHANGE FROM PRIOR YEAR
PERSONNEL						
100-190-501.100	SALARIES - FULL-TIME	462,932	501,799	501,799	559,841	58,042
100-190-501.300	SALARIES - PART-TIME	1,462	-	-	-	-
100-190-501.300	SALARIES - OVERTIME	-	122	-	-	-
100-190-501.500	LONGEVITY PAY	385	543	543	543	-
100-190-501.600	AUTO ALLOWANCE	3,900	3,900	3,900	3,900	-
100-190-501.900	MANDATORY LEAVE	0	-	-	-	-
100-190-505.100	FLEXIBLE BENEFIT	77,160	92,151	92,151	92,151	-
100-190-505.200	RETIREMENT	36,027	49,942	49,942	54,659	4,717
100-190-505.300	MEDICARE CONTRIBUTION	7,122	7,277	7,277	8,117	840
100-190-505.700	CITY-PAID INSURANCE	1,755	1,959	1,959	1,959	-
	SUBTOTAL	590,744	657,693	657,571	721,170	63,599
OPERATIONS						
100-190-510.100	OFFICE SUPPLIES	2,800	4,000	4,000	4,000	-
100-190-510.200	REPROGRAPHICS	1,428	4,000	4,000	4,000	-
100-190-510.400	SUBSCRIP./PUBLICATIONS	-	-	-	-	-
100-190-510.600	STAFF DEVELOPMENT	5,339	5,000	5,000	5,000	-
100-190-510.610	MEMBERSHIP/DUES	225	300	300	300	-
100-190-510.620	TRAVEL/MEETINGS	-	-	-	-	-
100-190-510.650	MILEAGE REIMBURSEMENT	-	100	100	100	-
100-190-530.100	CONTRACT SERVICES	128,361	82,140	82,140	92,740	10,600
100-190-530.101	BANK FEES	35,494	30,000	30,000	40,000	10,000
100-190-530.102	PAYROLL FEES	14,700	15,000	15,000	15,000	-
100-190-530.500	LEGAL ADVERTISING	-	100	100	100	-
100-190-540.200	SPECIAL EXPENSES	35.00	-	-	-	-
	SUBTOTAL	188,382	140,640	140,640	161,240	20,600
	GENERAL FUND TOTAL	779,126	798,333	798,211	882,410	84,199

FINANCE - 190
ARPA FUND (285-190)

ACCOUNT NUMBER	DESCRIPTION	ACTUAL 2024-25	PROJECTED ACTUAL 2025-26	AMENDED BUDGET 2025-26	ADOPTED BUDGET 2026-27	CHANGE FROM PRIOR YEAR
OPERATIONS						
285-190-545.204	ARPA REBATE PROGRAM	9,900	2,350	-	87,750	87,750
	SUBTOTAL	9,900	2,350	-	87,750	87,750
	ARPA FUND TOTAL	9,900	2,350	-	87,750	87,750
	FUND TOTAL	789,026	800,683	798,211	970,160	171,949

Budget Detail Worksheet

Dept.: Finance

Program: Finance-190

Account No.	Line Item	Amended Budget 2025-26	Adopted Budget 2026-27	Description
Fund: 100 - General Fund				
<u>Personnel</u>				
501.100	Salary - Full Time	501,799	559,841	Salary and related paid leave for five full-time employees including a Director, Accounting Manager, Payroll/Accounting Specialist and (2) Accounting Specialists.
501.500	Longevity Pay	543	543	Per MOU.
501.600	Auto Allowance	3,900	3,900	Director Auto Allowance.
501.900	Mandatory Leave	-	-	Mandatory Leave.
505.100	Flexible Benefits	92,151	92,151	Employee health benefits.
505.200	Retirement	49,942	54,659	PERS employer contribution and Deferred Comp Match.
505.300	Medicare Contribution	7,277	8,117	Federal Medicare 1.45% of salary.
505.700	City-Paid Insurance	1,959	1,959	City provided life, long-term disability (LTD) and accidental death and dismemberment (AD&D) insurance.
	Subtotal	657,571	721,170	
<u>Operations</u>				
510.100	Office Supplies	4,000	4,000	Provides basic office supplies such as printer ink cartridges, tape, pens, folders, binders and labels acquired through Office Depot. Also includes costs for items such as check stock, business license tags, cash register tape and check signature stamps.
510.200	Reprographics	4,000	4,000	Printing cost for budget books.
510.400	Subscriptions/Publications	-	-	
510.600	Staff Development	5,000	5,000	Annual GFOA accounting update and technical training - \$200. CSMFO annual conference for 2 employees - \$3,300. Annual GIOA Conference for City Treasurer \$1,500.
510.610	Membership/Dues	300	300	California Society of Municipal Finance Officers (CSMFO) membership dues for Finance Director and Accounting Manager.
510.650	Mileage Reimbursement	100	100	Employee reimbursement for use of personal vehicles associated with City business.
530.100	Contract Services	82,140	92,740	Audit services - \$50,190 HdL Revenue Analysis and Sales Tax Recovery (based on contingency fee of 15% of recovered amount) - \$8,000 Actuary Services: PARS & GASB; Evaluations - \$10,950; ACFR Statistical Report - \$1,900;

Budget Detail Worksheet

Dept.: Finance

Program: Finance-190

Account No.	Line Item	Amended Budget 2025-26	Adopted Budget 2026-27	Description
				GFOA Award Program Fee - \$1,100; Tax Prep Fees - \$10,000. Calmuni- Debt Report \$600
530.101	Bank Fees	30,000	40,000	Monthly bank and credit card processing fees.
530.102	Payroll Fees	15,000	15,000	Payroll processing reporting.
530.500	Legal Advertisements	100	100	Unforeseen legal ads.
	Subtotal	140,740	161,240	
Fund:	285 - American Rescue Plan			
545.204	ARPA REBATE PROGRAM	-	87,750	Home Improvement Rebate from Local Business
	Subtotal	-	87,750	
GENERAL FUND TOTAL		798,311	970,160	

DEPARTMENT EXPENDITURES

PUBLIC SAFETY - 210

GENERAL FUND (100-210)

ACCOUNT NUMBER	DESCRIPTION	ACTUAL 2024-25	PROJECTED ACTUAL 2025-26	AMENDED BUDGET 2025-26	ADOPTED BUDGET 2026-27	CHANGE FROM PRIOR YEAR
OPERATIONS						
100-210-520.510	EQUIPMENT MAINTENANCE	5,000	4,000	4,000	4,000	-
100-210-525.200	LIABILITY INSURANCE	771,847	858,534	858,534	961,576	103,042
100-210-530.700	COUNTY SHERIFF SERVICES	6,482,414	6,915,455	6,915,455	6,949,239	33,784
100-210-530.701	4TH OF JULY SUPPRESSION	8,463	35,000	35,000	35,000	-
SUBTOTAL		7,267,724	7,812,989	7,812,989	7,949,815	136,826
GENERAL FUND TOTAL		7,267,724	7,812,989	7,812,989	7,949,815	136,826

PUBLIC SAFETY - 211

STATE COPS GRANT(211-210)

OPERATIONS						
211-210-525.200	LIABILITY INSURANCE	13,750	17,998	17,998	24,351	6,353
211-210-530.700	COUNTY SHERIFF SERVICES	110,000	145,045	145,045	175,983	30,938
SUBTOTAL		123,750	163,043	163,043	200,334	37,291
STATE GRANT FUND TOTAL		123,750	163,043	163,043	200,334	37,291

PUBLIC SAFETY - 213

CA LAW ENFORCEMENT EQUIPMENT (213-210)

OPERATIONS						
213-210-550.400	OTHER EQUIPMENT	-	5,000	5,000	5,000	-
SUBTOTAL		-	5,000	5,000	5,000	-
STATE GRANT FUND TOTAL		-	5,000	5,000	5,000	-

PUBLIC SAFETY - 234

JUSTICE ASSISTED GRANT (234-210)

OPERATIONS						
234-210-530.701	4TH OF JULY SUPPRESSION	-	10,000	10,000	10,000	-
SUBTOTAL		-	10,000	10,000	10,000	-
JAG GRAND TOTAL		-	10,000	10,000	10,000	-

PUBLIC SAFETY - 285

AMERICAN RESCUE PLAN ACT FUND (285-210)

OPERATIONS						
285-210-530.100	CONTRACT SERVICES	242,600	-	-	-	-
285-210-550.400	OTHER EQUIPMENT	24,724	-	-	-	-
ARPA FUND TOTAL		267,323.56	-	-	-	-
ALL FUNDS TOTAL		7,658,797	7,991,032	7,991,032	8,165,149	174,117

Budget Detail Worksheet

Dept.: Public Safety

Program: Police Services - 210

Account No.	Line Item	Amended Budget 2025-26	Adopted Budget 2026-27	Description
Fund:	100 - General Fund			
	<u>Operations</u>			
520.510	Equipment Maintenance	4,000	4,000	Vehicle washing, laser certification and maintenance of other equipment as necessary.
525.200	Liability Insurance	858,534	961,576	Estimated 14.5% of County Sheriff services contract.
530.700	County Sheriff Services	6,915,455	6,949,239	General and specialized public safety services 2.3% increase.
530.701	4th of July Suppression	35,000	35,000	4th of July Suppression.
	GENERAL FUND TOTAL	7,812,989	7,949,815	
Fund:	211 - State COPS Grant			
	<u>Operations</u>			
525.200	Liability Insurance	17,998	24,351	County Sheriff services contract.
530.700	County Sheriff Services	145,045	175,983	Portion of general and specialized public safety services paid from COPS grant.
	COPS GRANT FUND TOTAL	163,043	200,334	
Fund:	213 - CA Law Enforcement Equipment			
	<u>Operations</u>			
550.400	Other Equipment	5,000	5,000	
	CALEE FUND TOTAL	5,000	5,000	
Fund:	234 - Justice Assisted Grant			
	<u>Operations</u>			
530.701	4th of July Suppression	10,000	10,000	4th of July Suppression.
	JAG TOTAL	10,000	10,000	
Fund:	285 - American Rescue Plan Act Fund			
	<u>Operations</u>			
530.100	Contract Services	-	-	
550.400	Other Equipment	-	-	
	ARPA TOTAL	-	-	
	PUBLIC SAFETY TOTAL	7,991,032	8,165,149	

* DEPARTMENT EXPENDITURES

MUNICIPAL SERVICES - 300

GENERAL FUND (100-300)

ACCOUNT NUMBER	DESCRIPTION	ACTUAL 2024-25	PROJECTED ACTUAL 2025-26	AMENDED BUDGET 2025-26	ADOPTED BUDGET 2026-27	CHANGE FROM PRIOR YEAR
PERSONNEL						
100-300-501.100	SALARIES - FULL-TIME	856,231	900,235	900,235	1,036,854	136,619
100-300-501.300	SALARIES - PART-TIME	73,081	132,117	132,117	147,399	15,282
100-300-501.400	SALARIES - OVERTIME	4,660	2,500	2,500	2,500	-
100-300-501.500	LONGEVITY PAY	2,600	2,850	2,850	2,850	-
100-300-501.600	AUTO ALLOWANCE	3,900	3,900	3,900	3,900	-
100-300-505.100	FLEXIBLE BENEFITS	179,165	211,726	211,726	221,808	10,082
100-300-505.200	RETIREMENT	108,024	114,390	114,390	130,666	16,276
100-300-505.300	MEDICARE CONTRIBUTION	15,034	14,911	14,911	17,118	2,207
100-300-505.700	CITY-PAID INSURANCE	4,112	4,310	4,310	4,508	198
	SUBTOTAL	1,246,807	1,386,939	1,386,939	1,567,603	180,664

OPERATIONS						
100-300-510.100	OFFICE SUPPLIES	3,565	3,500	3,500	3,500	-
100-300-510.200	REPROGRAPHICS	2,651	2,000	2,000	2,000	-
100-300-510.500	UNIFORMS	3,655	4,000	4,000	4,500	500
100-300-510.600	STAFF DEVELOPMENT	709	1,000	1,000	1,500	500
100-300-510.610	MEMBERSHIP/DUES	448	500	500	500	-
100-300-520.130	JANITORIAL SUPPLIES	-	200	200	-	(200)
100-300-520.510	EQUIPMENT MAINTENANCE	939	1,500	1,500	2,000	500
100-300-520.600	VEHICLE MAINTENANCE	8,398	9,500	9,500	10,000	500
100-300-520.610	VEHICLE FUEL	15,332	15,750	15,750	17,500	1,750
100-300-530.100	CONTRACT SERVICES	197,835	599,000	599,000	591,380	(7,620)
100-300-530.200	PROFESSIONAL SERVICES	220	600	600	600	-
100-300-530.500	LEGAL ADS	-	1,000	1,000	1,000	-
100-300-540.170	ABATEMENT COSTS	-	10,000	10,000	10,000	-
100-300-540.200	SPECIAL EXPENSES	7,436	26,000	26,000	12,700	(13,300)
100-300-540.740	FIELD OF HONOR	4,144	5,000	5,000	5,000	-
100-300-540.750	HEALTH, SAFETY & PET FAIR	7,591	7,000	7,000	7,000	-
100-300-540.760	NATIONAL NIGHT OUT	1,997	2,200	2,200	2,200	-
100-300-540.761	NEIGHBORHOOD WATCH	1,044	1,500	1,500	1,500	-
100-300-540.763	PUBLIC SAFETY OUTREACH	402	1,200	1,200	1,200	-
100-300-550.100	OFFICE FURNITURE	1,101	1,500	1,500	1,500	-
100-300-550.300	VEHICLES	-	30,000	30,000	30,000	-
100-300-550.400	OTHER EQUIPMENT	-	15,000	15,000	15,000	-
	SUBTOTAL	257,467	737,950	737,950	720,580	(17,370)

GENERAL FUND TOTAL	1,504,274	2,124,889	2,124,889	2,288,183	163,294
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ART IN PUBLIC PLACES FUND (292-300)

OPERATIONS						
292-300-530.100	CONTRACT SERVICES	2,900	-	-	12,100	12,100
	ART IN PUBLIC PLACES FUND TOTAL	2,900.00	-	-	12,100	12,100

AMERICAN RESCUE PLAN ACT FUND (285-300)

OPERATIONS						
285.300.530.100	CONTRACT SERVICES	249,412	-	-	-	-
285.300.550.300	VEHICLES	32,740	-	-	-	-
	ARPA FUND TOTAL	282,151.89	-	-	-	-

ALL FUNDS TOTAL	1,789,326	2,124,889	2,124,889	2,300,283	175,394
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Budget Detail Worksheet

Dept: Municipal Services

Program: Municipal Services - 300

Account No.	Line Item	Amended Budget 2025-26	Adopted Budget 2026-27	Description
Fund:	100 - General Fund			
	<u>Personnel</u>			
501.100	Salaries - Full-Time	900,235	1,036,854	Full time salary for 11 Municipal Services staff. Public Safety Officer for FY 26-27
501.300	Salaries - Part-Time	132,117	147,399	3 Part Time Staff: 1 Code Enforcement and 1 Municipal Svcs Officer (parking & animal control), and 1 Emergency Preparedness Officer
501.400	Salaries - Overtime	2,500	2,500	Overtime for scheduled and unscheduled events and assignments, including the annual Pet Fair.
501.500	Longevity Pay	2,850	2,850	Per MOU.
501.600	Auto Allowance	3,900	3,900	Auto Allowance.
501.900	Mandatory Leave	-	-	Mandatory Leave.
505.100	Flexible Benefits	211,726	221,808	Employee health benefits.
505.200	Retirement	114,390	130,666	PERS City portion Deferred Compensation Match.
505.300	Medicare	14,911	17,118	Federal Medicare 1.45% of salary personnel.
505.100	City-Paid Insurance	4,310	4,508	City provided long-term disability (LTD), employee assistance program (EAP), life insurance, accidental death & dismemberment (AD&D).
	Subtotal	<u>1,386,939</u>	<u>1,567,603</u>	
	<u>Operations</u>			
510.100	Office Supplies	3,500	3,500	Office supplies based on historical cost.
510.200	Reprographics	2,000	2,000	Printing costs for Administrative Citations, 72-Hour Parking Warning Notice, and other required forms and flyers.
510.500	Uniforms	4,000	4,500	Costs for employee uniforms: pants, jacket, shirts, boots belts, hats, and other necessary items. Amount has increased by \$500 to include uniform for new employee.
510.600	Staff Development	1,000	1,500	Includes training and seminars for all municipal services staff, and certification classes.
510.610	Membership/Dues	500	500	Membership for employees for appropriate professional organizations.
520.130	Janitorial Supplies	200	-	Includes animal control cleaning supplies and additional items as needed.
520.510	Equipment Maintenance	1,500	2,000	Animal control equipment. Cost increase reflects higher costs for animal care and animal care equipment.

DEPARTMENT EXPENDITURES

PUBLIC WORKS ADMINISTRATION - 310

GENERAL FUND (100-310)

ACCOUNT NUMBER	DESCRIPTION	ACTUAL 2024-25	PROJECTED ACTUAL 2025-26	AMENDED BUDGET 2025-26	ADOPTED BUDGET 2026-27	CHANGE FROM PRIOR YEAR
PERSONNEL						
100-310-501.100	SALARIES - FULL-TIME	132,586	64,056	64,056	41,266	(22,790)
100-310-501.300	SALARIES - PART-TIME	23,850	-	-	30,171	30,171
100-310-501.400	SALARIES - OVERTIME	-	-	-	-	-
100-310-501.500	LONGEVITY	855	40	40	40	-
100-310-501.600	AUTO ALLOWANCE	1,525	390	390	390	-
100-310-501.900	MANDATORY LEAVE	-	-	-	-	-
100-310-505.100	FLEXIBLE BENEFIT	17,857	16,131	16,131	16,131	-
100-310-505.200	RETIREMENT	19,367	7,225	7,225	5,559	(1,666)
100-310-505.300	MEDICARE	2,387	926	926	1,033	107
100-310-505.700	CITY -PAID INSURANCE	542	198	198	332	134
	SUBTOTAL	198,969	88,966	88,966	94,922	5,956
OPERATIONS						
100-310-510.100	OFFICE SUPPLIES	4,104	4,000	4,000	4,000	-
100-310-510.200	REPROGRAPHICS	2,889	1,500	1,500	1,500	-
100-310-510.400	SUBSCRIP/PUBLICATIONS	532	1,000	1,000	1,000	-
100-310-510.600	STAFF DEVELOPMENT	60.00	2,000	2,000	2,000	-
100-310-510.610	MEMBERSHIP/DUES	1,736	2,500	2,500	2,500	-
100-310-510.620	TRAVEL/MEETINGS	45	1,000	1,000	1,000	-
100-310-510.650	MILEAGE REIMB	68	200	200	200	-
100-310-530.100	CONTRACT SERVICES	50,052	120,000	120,000	120,000	-
100-310-530.200	PROFESSIONAL SERV	26,100	26,100	26,100	26,100	-
100-310-540.200	SPECIAL EXPENSES	2,120	5,000	5,000	5,000	-
100-310-580.151	ARPA REIMBURSEMENT	-	-	-	-	-
	SUBTOTAL	87,706	163,300	163,300	163,300	-
CAPITAL						
100-310-700.300	STREET IMPROVEMENT 23/24	-	284,000	284,000	-	(284,000)
100-310-700.301	STREET IMPROVEMENT 24/25	-	284,000	284,000	284,000	-
100-310-700.311	STREET IMPROVEMENT 25/26	-	284,000	284,000	284,000	-
100-310-700.315	STREET IMPROVEMENT 26/27	-	-	-	284,000	284,000
100-310.700.294	FACILITY NEEDS ASSESSMENT & FEASIBILITY	-	100,000	100,000	100,000	-
100-310.700.314	147th ST TRAFFIC CALMING MEASURE (WEST)	-	200,000	200,000	100,000	(100,000)
	SUBTOTAL	-	1,152,000	1,152,000	1,052,000	(100,000)
	GENERAL FUND TOTAL	286,675	1,404,266	1,404,266	1,310,222	(94,044)

PUBLIC WORKS ADMINISTRATION - 310

GAS TAX FUND (201-310)

OPERATIONS						
201-310-530.100	CONTRACT SERVICES	-	10,000	10,000	10,000	-
201-310-530.200	PROFESSIONAL SERVICES	-	20,000	20,000	20,000	-
201-310-560.100	OPERATING TRANSFER OUT	-	-	-	-	-
	SUBTOTAL	-	30,000	30,000	30,000	-
CAPITAL						
201-310-700.302	CULVERT REPAIRS	-	100,000	100,000	100,000	-
201-310-700.312	GREVILLEA AVE ADA REPAIRS	-	150,000	150,000	150,000	-
	SUBTOTAL	-	250,000	250,000	250,000	-
	GAS TAX FUND TOTAL	-	280,000	280,000	280,000	-

ACCOUNT NUMBER	DESCRIPTION	ACTUAL 2024-25	PROJECTED ACTUAL 2025-26	AMENDED BUDGET 2025-26	ADOPTED BUDGET 2026-27	CHANGE FROM PRIOR YEAR
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PUBLIC WORKS ADMINISTRATION - 310

PROP C FUND (207-310)

PERSONNEL

207-310-501.100	SALARIES - FULL-TIME	74,199	155,952	155,952	190,827	34,875
207-310-501.300	SALARIES - PART-TIME	-	-	-	-	-
207-310-501.400	SALARIES - OVERTIME	-	-	-	-	-
207-310-501.500	LONGEVITY	75	20	20	90	70
207-310-501.600	AUTO ALLOWANCE	1,412	2,730	2,730	2,730	-
207-310-501.900	MANDATORY LEAVE	-	-	-	-	-
207-310-505.100	FLEXIBLE BENEFIT	8,434	20,164	20,164	24,197	4,033
207-310-505.200	RETIREMENT	11,080	24,175	24,175	28,284	4,109
207-310-505.300	MEDICARE CONTRIBUTION	1,254	2,256	2,256	2,761	505
207-310-505.700	CITY-PAID INSURANCE	316	500	500	579	79
SUBTOTAL		96,770	205,797	205,797	249,468	43,671

OPERATIONS

207-310-530.100	CONTRACT SERVICES	-	15,000	15,000	15,000	-
207-310-530.200	PROFESSIONAL SERVICES	51	170,000	170,000	80,000	(90,000)
SUBTOTAL		51	185,000	185,000	95,000	(90,000)

CAPITAL

207-310-700.281	CITYWIDE TRAFFIC SIGN REPLACE PROJECT		250,000	250,000	250,000	-
207-310-700.296	TRAFFIC MANAGEMENT PLAN	55,151	-	-	-	-
207-310-700.300	STREET IMPROVEMENT 23/24 PROJECT		214,000	214,000		(214,000)
207-310-700.301	STREET IMPROVEMENT 24/25 PROJECT		746,000	746,000	746,000	-
207-310-700.311	STREET IMPROVEMENT 25/26 PROJECT		382,000	382,000	382,000	-
207-310-700.315	STREET IMPROVEMENT 26/27 PROJECT				310,000	310,000
207-310-700.285	ANNUAL SIDEWALK IMPROVEMENT PROGRAM		200,000	200,000	200,000	-
207-310-700.286	ANNUAL CITYWIDE STRIPING PROGRAM		250,000	250,000	250,000	-
207-310-700.313	TSSP REDONDO BEACH BLVD		200,000	200,000	200,000	-
SUBTOTAL		55,151	2,242,000	2,242,000	2,338,000	96,000

PROP C FUND TOTAL		151,972	2,632,797	2,632,797	2,682,468	49,671
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ACCOUNT NUMBER	DESCRIPTION	ACTUAL 2024-25	PROJECTED ACTUAL 2025-26	AMENDED BUDGET 2025-26	ADOPTED BUDGET 2026-27	CHANGE FROM PRIOR YEAR
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PUBLIC WORKS ADMINISTRATION - 310

BEV CONTAINER RECYCLING GRANT (227-310)

<u>OPERATIONS</u>						
227-310-540.500	SPECIAL EXPENSES	743	16,115	16,115	16,000	(115)
227-310-560.100	OPERATING TRANSFER OUT	-	-	-	-	-
	SUBTOTAL	743	16,115	16,115	16,000	(115)
BEV CONTAINER RECYCLING GRANT TOTAL		743	16,115	16,115	16,000	(115)

PUBLIC WORKS ADMINISTRATION - 310

MEASURE R (244-310)

<u>PERSONNEL</u>						
244-310-501.100	SALARIES - FULL-TIME	12,555	18,142	18,142	20,206	2,064
244-310-501.400	SALARIES - OVERTIME	-	-	-	-	-
244-310-501.500	LONGEVITY	-	-	-	-	-
244-310-501.900	MANDATORY LEAVE	-	-	-	-	-
244-310-505.100	FLEXIBLE BENEFIT	2,494	5,041	5,041	5,041	-
244-310-505.200	RETIREMENT	988	1,421	1,421	1,579	158
244-310-505.300	MEDICARE CONTRIBUTION	213	259	259	289	30
244-310-505.700	CITY -PAID INSURANCE	69	99	99	99	-
	SUBTOTAL	16,320	24,962	24,962	27,214	2,252
<u>CAPITAL</u>						
244-310-700.281	CITYWIDE TRAFFIC SIGN REPLACE PROJECT	-	1,211,210	1,211,210	1,211,210	-
244-310-700.285	ANNUAL SIDEWALK IMPROVEMENT PROJECT	-	500,000	500,000	500,000	-
244-310-700.286	ANNUAL CITYWIDE STRIPING PROGRAM	-	250,000	250,000	250,000	-
244-310-700.303	RBB MEDIAN IRRIGATION	-	250,000	250,000	250,000	-
	SUBTOTAL	-	2,211,210	2,211,210	2,211,210	-
MEASURE R TOTAL		16,320	2,236,172	2,236,172	2,238,424	2,252

PUBLIC WORKS ADMINISTRATION - 310

MEASURE M LOCAL RETURN (272-310)

<u>PERSONNEL</u>						
272-310-501.100	SALARIES - FULL-TIME	-	9,456	9,456	10,550	1,094
272-310-501.300	SALARIES - PART-TIME	-	-	-	-	-
272-310-501.400	SALARIES - OVERTIME	-	-	-	-	-
272-310-501.500	LONGEVITY	-	-	-	-	-
272-310-501.600	AUTO ALLOWANCE	-	195	195	195	-
272-310-501.900	MANDATORY LEAVE	-	-	-	-	-
272-310-505.100	FLEXIBLE BENEFIT	-	1,008	1,008	1,008	-
272-310-505.200	RETIREMENT	-	1,578	1,578	1,713	135
272-310-505.300	MEDICARE CONTRIBUTION	-	137	137	153	16
272-310-505.700	CITY -PAID INSURANCE	-	27	27	27	-
	SUBTOTAL	-	12,401	12,401	13,646	1,245

ACCOUNT NUMBER	DESCRIPTION	ACTUAL 2024-25	PROJECTED ACTUAL 2025-26	AMENDED BUDGET 2025-26	ADOPTED BUDGET 2026-27	CHANGE FROM PRIOR YEAR
CAPITAL						
272-310-700.281	CITYWIDE TRAFFIC SIGN REPLACE PROJECT		479,931	479,931	479,931	-
272-310-700.300	STREET IMPROVEMENT 23/24		317,000	317,000	-	(317,000)
272-310-700.301	STREET IMPROVEMENT 24/25	-	300,000	300,000	300,000	-
272-310-700.311	STREET IMPROVEMENT 25/26	-	46,000	46,000	46,000	-
272-310-700.315	STREET IMPROVEMENT 26/27				149,000	149,000
272-310-700.285	ANNUAL SIDEWALK IMPROVEMENT PROJECT	-	500,000	500,000	500,000	-
272-310-700.308	MANHATTAN BEACH BLVD TSSP MATCH	-	20,000	20,000	35,000	15,000
272-310-700.309	ROSECRANS AVE TSSP MATCH	-	200,000	200,000	200,000	-
272-310-700.138	SLURRY SEAL PROJECT	-	250,000	250,000	250,000	-
272-310-700.305	HAWTHORNE BLVD STREET IMPROVEMENT	-	1,500,000	1,500,000	1,500,000	-
	SUBTOTAL	-	3,612,931	3,612,931	3,459,931	(153,000)
MEASURE M TOTAL		-	3,625,332	3,625,332	3,473,577	(151,755)

PUBLIC WORKS ADMINISTRATION - 310

SB1 GAS TAX STREET REHAB (274-310)

PERSONNEL						
274-310-501.100	SALARIES - FULL-TIME	20,456	23,563	23,563	26,248	2,685
274-310-501.400	SALARIES - OVERTIME	-	-	-	-	-
274-310-501.500	LONGEVITY	15	20	20	20	-
274-310-501.900	MANDATORY LEAVE	-	-	-	-	-
274-310-505.100	FLEXIBLE BENEFIT	4,366	6,049	6,049	6,049	-
274-310-505.200	RETIREMENT	2,001	2,095	2,095	2,331	236
274-310-505.300	MEDICARE	364	337	337	375	38
274-310-505.700	CITY-PAID INSURANCE	124	119	119	119	-
	SUBTOTAL	27,327	32,183	32,183	35,142	2,959
CAPITAL						
274-310-700.300	STREET IMPROVEMENT 23/24	-	536,000	536,000	-	(536,000)
274-310-700.301	STREET IMPROVEMENT 24/25	-	510,000	510,000	510,000	-
274-310-700.311	STREET IMPROVEMENT 25/26	-	541,000	541,000	541,000	-
274-310-700.315	STREET IMPROVEMENT 26/27				554,000	554,000
	SUBTOTAL	-	1,587,000	1,587,000	1,605,000	18,000
SBI GAS TAX TOTAL		27,327	1,619,183	1,619,183	1,640,142	20,959

PUBLIC WORKS ADMINISTRATION - 310

AB939 (276-310)

PERSONNEL						
276-310-501.100	SALARIES - FULL-TIME	72,926	123,286	123,286	137,431	14,145
276-310-501.500	LONGEVITY PAY	227	280	280	280	-
276-310-501.600	AUTO ALLOWANCE	319	195	195	195	-
276-310-501.900	MANDATORY LEAVE	0	-	-	-	-
276-310-505.100	FLEXIBLE BENEFIT	10,799	28,230	28,230	28,230	-
276-310-505.200	RETIREMENT	9,348	14,028	14,028	13,181	(847)
276-310-505.300	MEDICARE CONTRIBUTION	1,062	1,773	1,773	1,978	205
276-310-505.700	CITY-PAID INSURANCE	245	562	562	562	-
	SUBTOTAL	94,927	168,354	168,354	181,857	13,503

ACCOUNT NUMBER	DESCRIPTION	ACTUAL 2024-25	PROJECTED ACTUAL 2025-26	AMENDED BUDGET 2025-26	ADOPTED BUDGET 2026-27	CHANGE FROM PRIOR YEAR
OPERATIONS						
276-310-520.100	MAINTENANCE SUPPLIES				50,000	50,000
276-310-530.100	CONTRACT SERVICES	-	-	-	75,000	75,000
276-310-550.300	VEHICLES				40,000	40,000
276-310-560.100	OPERATING TRANSFERS OUT	-	-	-	-	-
	SUBTOTAL	-	-	-	165,000	165,000
AB939 TOTAL		94,927	168,354	168,354	346,857	178,503

PUBLIC WORKS ADMINISTRATION - 310

MEASURE A PARKS PROJECT FUND (281-310)

CAPITAL						
281-310-700.288	YOUTH DEVELOPMENT CENTER CATEGORY 1	-	-	-	95,000	95,000
281-310-700.289	YOUTH DEVELOPMENT CENTER CATEGORY 2	-	-	-	75,000	75,000
	SUBTOTAL	-	-	-	170,000	170,000
MEASURE A PARKS PROJECT FUND TOTAL		-	-	-	170,000	170,000

PUBLIC WORKS ADMINISTRATION - 310

Measure W (282-310)

PERSONNEL						
282-310-501.100	SALARIES - FULL-TIME	10,902	14,878	14,878	16,592	1,714
282-310-501.500	LONGEVITY	18	20	20	20	-
282-310-501.600	AUTO ALLOWANCE	159	195	195	195	-
282-310-501.900	MANDATORY LEAVE		-	-	-	-
282-310-505.100	FLEXIBLE BENEFIT	1,132	2,016	2,016	2,016	-
282-310-505.200	RETIREMENT	1,635	2,252	2,252	2,464	212
282-310-505.300	MEDICARE	167	215	215	240	25
282-310-505.700	CITY -PAID INSURANCE	33	47	47	47	-
	SUBTOTAL	14,046	19,623	19,623	21,574	1,951
OPERATIONS						
282-310-530.200	PROFESSIONAL SVCS	78,259	92,000	92,000	100,000	8,000
	SUBTOTAL	78,259	92,000	92,000	100,000	8,000
CAPITAL						
282-310-700.310	CATCH BASIN RETROFIT	-	500,000	500,000	250,000	(250,000)
	SUBTOTAL	-	500,000	500,000	250,000	(250,000)
MEASURE W GRANT		92,305	611,623	611,623	371,574	(240,049)

PUBLIC WORKS ADMINISTRATION - 310

AMERICAN RESCUE PLAN FUND (285-310)

CAPITAL						
285-310-520.600	VEHICLE MAINTENANCE	-	-	-	-	-
285-310-530.100	CONTRACT SERVICES	-	-	-	-	-
285-310-700.299	PWD/CITY HALL FACILITY NEEDS PROJECT	2,188,166	3,000,000	3,000,000	-	(3,000,000)
285-310-700.305	HAWTHORNE BLVD STREET IMPROVEMENT	-	300,000	300,000	300,000	-
285-310-700.304	PARKS IRRIGATION	761,236	700,000	700,000	-	(700,000)
	SUBTOTAL	2,949,402	4,000,000	4,000,000	300,000	(3,700,000)
AMERICAN RESCUE PLAN FUND TOTAL		2,949,402	4,000,000	4,000,000	300,000	(3,700,000)

ACCOUNT NUMBER	DESCRIPTION	ACTUAL 2024-25	PROJECTED ACTUAL 2025-26	AMENDED BUDGET 2025-26	ADOPTED BUDGET 2026-27	CHANGE FROM PRIOR YEAR
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PUBLIC WORKS ADMINISTRATION - 310

SB 1383 LOCAL ASSISTANCE RECYCLING PROGRAM FUND (286-310)

<u>PERSONNEL</u>						
286-310-501.100	SALARIES - FULL-TIME	25,266	14,878	14,878	16,592	1,714
286-310-501.500	LONGEVITY	70	20	20	20	-
286-310-501.600	AUTO ALLOWANCE	160	195	195	195	-
286-310-505.100	FLEXIBLE BENEFIT	3,112	2,016	2,016	2,016	-
286-310-505.200	RETIREMENT	3,397	2,252	2,252	2,464	212
286-310-505.300	MEDICARE	371	215	215	240	25
286-310-505.700	CITY -PAID INSURANCE	73	47	47	47	-
SUBTOTAL		32,450	19,623	19,623	21,574	1,951

<u>OPERATIONS</u>						
286-310-540.200	SPECIAL EXPENSES	36,522	86,849	86,849	86,849	-
SUBTOTAL		36,522	86,849	86,849	86,849	-

SB 1383 FUND TOTAL		68,972	106,472	106,472	108,423	1,951
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PUBLIC WORKS ADMINISTRATION - 310

PLBP GRANT FUND (288-310)

<u>CAPITAL</u>						
288-310-700.283	LOCAL ROAD SAFETY IMPROV. STREET	1,000,000			-	-
288-310-700.284	LOCAL ROAD SAFETY IMPROV. SIGNS	611,620			-	-
SUBTOTAL		1,611,620	-	-	-	-

PLBP FUND TOTAL		1,611,620	-	-	-	-
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PUBLIC WORKS ADMINISTRATION - 310

CNRA GRANT FUND (289-310)

<u>CAPITAL</u>						
289-310-700.287	YOUTH DEVELOPMENT CENTER	-	4,000,000	4,000,000		(4,000,000)
SUBTOTAL		-	4,000,000	4,000,000	-	(4,000,000)

CNRA FUND TOTAL		-	4,000,000	4,000,000	-	(4,000,000)
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ALL FUNDS TOTAL		5,324,159	20,700,314	20,700,314	12,937,687	(7,762,627)
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Budget Detail Worksheet

Dept.: PUBLIC WORKS

Program: Public Works Administration - 310

Account No.	Line Item	Amended Budget 2025-26	Adopted Budget 2026-27	Description
Fund:	100 - General Fund			
	Personnel			
501.100	Salaries - Full-Time	64,056	41,266	Full time salary allocation Public Works Director (Vacant) and 3 Public Works staff.
501.300	Salaries - Part-Time	-	30,171	Office Assistant.
501.500	Longevity Pay	40	40	Per MOU.
501.600	Auto Allowance	390	390	Director auto allowance.
501.900	Mandatory Leave	-	-	Mandatory Leave.
505.100	Flexible Benefit	16,131	16,131	Employee health benefits.
505.200	Retirement	7,225	5,559	PERS city contribution and deferred compensation match.
505.300	Medicare	926	1,033	Federal Medicare 1.45% of salary personnel.
505.700	City-Paid Insurance	198	332	City provided long-term disability (LTD), employee assistance program (EAP), life insurance, accidental death & dismemberment (AD&D).
	Subtotal	<u>88,966</u>	<u>94,922</u>	
	Operations			
510.100	Office Supplies	4,000	4,000	Provides for needed office supplies such as writing instruments, file folders, binders, notebooks, and records retention supplies.
510.200	Reprographics	1,500	1,500	Digitizing records, maps, and plans.
510.400	Subscriptions/Publications	1,000	1,000	Local & State resources.
510.600	Staff Development	2,000	2,000	Funding for trainings, conferences, workshops and seminars.
510.610	Membership/Dues	2,500	2,500	APWA, MMASC, CRRRA, and other City and County associations.
510.620	Travel/Meetings	1,000	1,000	Local meetings, trainings, and workshops.
510.650	Mileage Reimbursement	200	200	For use of personal vehicles for official business use.
530.100	Contract Services	120,000	120,000	City View Permit System \$14,000; OPRA Work Order System \$4,000; SmartSheet \$2,000. Staff Augmentation engineering consultant \$100,000.
530.200	Professional Services	26,100	26,100	ADA Transition Plan Inspections
540.200	Special Expenses	5,000	5,000	City event for National Public Works Week, and other unforeseen expenses.
580.151	ARPA Reimbursement	-	-	
	Subtotal	<u>163,300</u>	<u>163,300</u>	

Budget Detail Worksheet

Dept.: PUBLIC WORKS

Program: Public Works Administration - 310

Account No	Line Item	Amended Budget 2025-26	Adopted Budget 2026-27	Description
<u>Capital</u>				
		284,000	-	SB1 Maintenance of Effort (MOE). Completed
700.300	STREET IMPROVEMENT 23/24			
700.301	STREET IMPROVEMENT 24/25	284,000	284,000	Carryover
700.311	STREET IMPROVEMENT 25/26	284,000	284,000	Carryover
700.315	STREET IMPROVEMENT 26/27	-	284,000	SB1 Maintenance of Effort (MOE).
700.294	FACILITY NEEDS ASSESSMENT & FEASIBILITY	100,000	100,000	Carryover
700.314	147th ST TRAFFIC CALMING MEASURE (WEST)	200,000	100,000	Carryover
	Subtotal	<u>1,152,000</u>	<u>1,052,000</u>	
GENERAL FUND TOTAL		<u>1,404,266</u>	<u>1,310,222</u>	

Fund: 201 - Gas Tax

<u>Operations</u>				
530.100	Contract Services	10,000	10,000	Provides for street striping and street legend work.
530.200	Professional Services	20,000	20,000	Consultant support services includes design services, construction management, plan check reviews, and geotechnical services.
	Subtotal	<u>30,000</u>	<u>30,000</u>	
<u>Capital</u>				
700.302	Culvert Repairs	100,000	100,000	Carryover
700.312	Grevillea Ave ADA Repairs	150,000	150,000	Carryover
	Subtotal	<u>250,000</u>	<u>250,000</u>	
GAS TAX FUND TOTAL		<u>280,000</u>	<u>280,000</u>	

Fund: 207- Prop C

<u>Personnel</u>				
501.100	Salaries - Full-Time	155,952	190,827	Full time salary allocation Public Works Director (Vacant) and 3 Public Works staff.
501.500	Longevity Pay	20	90	Per MOU.
501.600	Auto Allowance	2,730	2,730	Director auto allowance.
505.100	Flexible Benefit	20,164	24,197	Employee health benefits.
505.200	Retirement	24,175	28,284	PERS city contribution and deferred compensation match.
505.300	Medicare	2,256	2,761	Federal Medicare 1.45% of salary personnel.
505.700	City-Paid Insurance	500	579	City provided long-term disability (LTD), employee assistance program (EAP), life insurance, accidental death & dismemberment (AD&D).
	Subtotal	<u>205,797</u>	<u>249,468</u>	

Budget Detail Worksheet

Dept.: PUBLIC WORKS

Program: Public Works Administration - 310

Account No.	Line Item	Amended Budget 2025-26	Adopted Budget 2026-27	Description
	<u>Operations</u>			
530.100	Contract Services	15,000	15,000	Traffic studies and surveys as needed.
530.200	Professional Services	170,000	80,000	Traffic Committee directed improvements.
	Subtotal	185,000	95,000	
	<u>Capital</u>			
700.281	CITYWIDE TRAFFIC SIGN REPLACE PROJ 25-26	250,000	250,000	Carryover
700.296	TRAFFIC MANAGEMENT PLAN	-	-	
700.300	STREET IMPROVEMENT 23/24	214,000	-	Completed
700.301	STREET IMPROVEMENT 24/25	746,000	746,000	Carryover
700.311	STREET IMPROVEMENT 25/26	382,000	382,000	Carryover
700.315	STREET IMPROVEMENT 26/27	-	310,000	
700.285	ANNUAL SIDEWALK IMPROVEMENT PROG	200,000	200,000	Carryover
700.286	ANNUAL CITYWIDE STRIPING PROGRAM	250,000	250,000	Carryover
700.313	TSSP REDONDO BEACH BLVD	200,000	200,000	Carryover
	Subtotal	2,242,000	2,338,000	
<u>PROP C FUND TOTAL</u>		<u>2,632,797</u>	<u>2,682,468</u>	

Budget Detail Worksheet

Dept.: PUBLIC WORKS

Program: Public Works Administration - 310

Account No	Line Item	Amended Budget 2025-26	Adopted Budget 2026-27	Description
Fund:	227-Beverage Container Recycling Grant			
	<u>Operations</u>			
540.500	Special Expenses	16,115	16,000	Carryover Funding Cycle 2024-25 \$8,035 and receive Funding Cycle 2025-26 \$7,958
	Subtotal	16,115	16,000	
	<u>BEV RECYCLING GRANT TOTAL</u>	<u>16,115</u>	<u>16,000</u>	

Fund: 244 - Measure R

	<u>Personnel</u>			
501.100	Salaries - Full-Time	18,142	20,206	Allocated salary of Public Works Administrative Assistant II and Office Assistant.
501.500	Longevity Pay	-	-	Per MOU.
505.100	Flexible Benefit	5,041	5,041	Employee health benefits.
505.200	Retirement	1,421	1,579	PERS city contribution.
505.300	Medicare	259	289	Federal Medicare 1.45% of salary personnel.
505.700	City-Paid Insurance	99	99	City provided long-term disability (LTD), employee assistance program (EAP), life insurance, accidental death & dismemberment (AD&D).
	Subtotal	24,962	27,214	
	<u>Capital</u>			
700.281	Citywide Traffic Sign Replace Proj 25-26	1,211,210	1,211,210	Carryover
700.285	Annual Sidewalk Improvement Program	500,000	500,000	Carryover
700.286	Annual Citywide Striping Program	250,000	250,000	Carryover
700.303	RBB Median Irrigation	250,000	250,000	Carryover
	Subtotal	2,211,210	2,211,210	
	<u>MEASURE R TOTAL</u>	<u>2,236,172</u>	<u>2,238,424</u>	

Fund: 272-Measure M Local Return

	<u>PERSONNEL</u>			
501.100	SALARIES - FULL-TIME	9,456	10,550	
501.300	SALARIES - PART-TIME	-	-	
501.400	SALARIES - OVERTIME	-	-	
501.500	LONGEVITY	-	-	
501.600	AUTO ALLOWANCE	195	195	
501.900	MANDATORY LEAVE	-	-	
505.100	FLEXIBLE BENEFIT	1,008	1,008	
505.200	RETIREMENT	1,578	1,713	
505.300	MEDICARE CONTRIBUTION	137	153	
505.700	CITY -PAID INSURANCE	27	27	
	Subtotal	12,401	13,646	

Budget Detail Worksheet

Dept.: PUBLIC WORKS

Program: Public Works Administration - 310

Account No.	Line Item	Amended Budget 2025-26	Adopted Budget 2026-27	Description
Capital				
700.281	CITYWIDE TRAFFIC SIGN REPLACEMENT PROJ 25-26	479,931	479,931	Carryover
700.300	STREET IMPROVEMENT 23/24	317,000	-	Completed
700.301	STREET IMPROVEMENT 24/25	300,000	300,000	Carryover
700.311	STREET IMPROVEMENT 25/26	46,000	46,000	Carryover
700.315	STREET IMPROVEMENT 26/27	-	149,000	
700.285	ANNUAL SIDEWALK IMPROVEMENT PROG	500,000	500,000	Carryover
700.308	MANHATTAN BEACH BLVD TSSP MATCH	20,000	35,000	Carryover
700.309	ROSECRANS AVE TSSP MATCH	200,000	200,000	Carryover
700.138	SLURRY SEAL PROJECT	250,000	250,000	Carryover
700.305	HAWTHORNE BLVD STREET IMPROVEMENT	1,500,000	1,500,000	Carryover
	Subtotal	3,612,931	3,459,931	
MEASURE M TOTAL		3,625,332	3,473,577	

Fund: 274-SBI Gas Tax Street Rehab

Personnel				
501.100	Salaries - Full-Time	23,563	26,248	Allocated salary of Senior Management Analyst, Administrative Assistant II, and Office Assistant.
501.500	Longevity Pay	20	20	Per MOU.
505.100	Flexible Benefit	6,049	6,049	Employee health benefits.
505.200	Retirement	2,095	2,331	PERS city contribution.
		337	375	Federal Medicare 1.45% of salary personnel.
505.300	Medicare			
505.700	City-Paid Insurance	119	119	City provided long-term disability (LTD), employee assistance program (EAP), life insurance, accidental death & dismemberment (AD&D).
	Subtotal	32,183	35,142	
Capital				
700.300	Street Improvements 23/24	536,000	-	Completed
700.301	Street Improvements 24/25	510,000	510,000	Carryover
700.311	Street Improvements 25/26	541,000	541,000	Carryover
700.315	Street Improvements 26/27	-	554,000	
	Subtotal	1,587,000	1,605,000	
SBI GAS TAX TOTAL		1,619,183	1,640,142	

Budget Detail Worksheet

Dept.: PUBLIC WORKS

Program: Public Works Administration - 310

Account No	Line Item	Amended Budget 2025-26	Adopted Budget 2026-27	Description
Fund:	276 - AB939			
	<u>Personnel</u>			
501.100	Salaries - Full-Time	123,286	137,431	Full time salary allocation Public Works Director (Vacant) and 3 Public Works staff.
501.500	Longevity Pay	280	280	Per MOU.
501.600	Auto Allowance	195	195	Allocation of PW Director auto allowance.
501.900	Mandatory Leave	-		
505.100	Flexible Benefit	28,230	28,230	Employee health benefits.
505.200	Retirement	14,028	13,181	PERS city contribution and deferred compensation match.
505.300	Medicare	1,773	1,978	Federal Medicare 1.45% of salary personnel.
505.700	City-Paid Insurance	562	562	City provided long-term disability (LTD), employee assistance program (EAP), life insurance, accidental death & dismemberment (AD&D).
	Subtotal	168,354	181,857	
	<u>Operations</u>			
520.100	Maintenance Supplies		50,000	
530.100	Contract Services	-	75,000	Solid Waste Consulting Services.
550.300	Vehicles	-	40,000	
560.100	Operating Transfers Out		-	
	Subtotal	-	165,000	
	AB939 TOTAL	168,354	346,857	
Fund:	281 - Measure A Parks Project			
	<u>Capital</u>			
700.288	Youth Development Center	-	95,000	
700.289	Youth Development Center	-	75,000	
	MEASURE A Parks Project TOTAL	-	170,000	
Fund:	282 - Measure W			
	<u>Personnel</u>			
501.100	Salaries - Full-Time	14,878	16,592	Allocated salary of PW Director and Senior Management Analyst.
501.500	Longevity Pay	20	20	Per MOU.
501.600	Auto Allowance	195	195	Allocation of PW Director auto allowance.
505.100	Flexible Benefit	2,016	2,016	Employee health benefits.
505.200	Retirement	2,252	2,464	PERS city contribution and deferred compensation match.
505.300	Medicare	215	240	Federal Medicare 1.45% of salary personnel.
505.700	City-Paid Insurance	47	47	City provided long-term disability (LTD), employee assistance program (EAP), life insurance, accidental death & dismemberment (AD&D).
	Subtotal	19,623	21,574	

Budget Detail Worksheet

Dept.: PUBLIC WORKS Program: Public Works Administration - 310

Account No	Line Item	Amended Budget 2025-26	Adopted Budget 2026-27	Description
Operations				
530.200	Professional Services	92,000	100,000	NPDES Compliance Services Contract - \$50,000; Coordinated Integrated Monitoring Program \$25,000; SWRCB annual fee \$25,000.
	Subtotal	92,000	100,000	
Capital				
700.310	Catch Basin Retrofit	500,000	250,000	Carryover
	Subtotal	500,000	250,000	
MEASURE W PROGRAM TOTAL:		611,623	371,574	
Fund: 285 - American Rescue Plan				
700.305	Hawthorne Blvd Street Improvement	300,000	300,000	Carryover
700.304	Parks Irrigation	700,000	-	Completed
700.299	PWD/CITY HALL FACILITY NEEDS	3,000,000	-	Completed
AMERICAN RESCUE PLAN TOTAL:		4,000,000	300,000	
Fund: 286 - SB 1383 LOCAL ASSISTANCE RECYCLING				
501.100	Salaries - Full-Time	14,878	16,592	Allocated salary of PW Director and Senior Management Analyst. New funding for FY 24/25.
501.500	Longevity Pay	20	20	Per MOU.
501.600	Auto Allowance	195	195	Allocation of PW Director auto allowance.
505.100	Flexible Benefit	2,016	2,016	Employee health benefits.
505.200	Retirement	2,252	2,464	PERS city contribution and deferred compensation match.
505.300	Medicare	215	240	Federal Medicare 1.45% of salary personnel.
505.700	City-Paid Insurance	47	47	City provided long-term disability (LTD), employee assistance program (EAP), life insurance, accidental death & dismemberment (AD&D).
	Subtotal	19,623	21,574	
Operations				
540.200	SPECIAL EXPENSES	86,849	86,849	OWR4 Grant
SB 1383 LOCAL ASSISTANCE TOTAL		106,472	108,423	
Fund: 288 - PLBP GRANT				
700.283	Local Road Safety Improv. Street	-	-	Completed
700.284	Local Road Safety Improv. Sign	-	-	Completed
PLBP TOTAL:		-	-	
Fund: 289 - CNRA Grant				
700.287	Youth Development Center	4,000,000	-	
CNRA TOTAL:		4,000,000	-	
ALL FUNDS TOTAL:		20,700,314	12,937,687	

DEPARTMENT EXPENDITURES

ACCOUNT NUMBER	DESCRIPTION	ACTUAL 2024-25	PROJECTED ACTUAL 2025-26	AMENDED BUDGET 2025-26	ADOPTED BUDGET 2026-27	CHANGE FROM PRIOR YEAR
PUBLIC WORKS GROUNDS & FACILITIES - 320						
GENERAL FUND (100-320)						
PERSONNEL						
100-320-501.100	SALARIES - FULL-TIME	211,678	214,380	214,380	239,122	24,742
100-320-501.300	SALARIES - PART-TIME		27,587	27,587	30,778	3,191
100-320-501.400	SALARIES - OVERTIME	2,079	1,500	1,500	6,000	4,500
100-320-501.500	LONGEVITY PAY	950	910	910	910	-
100-320-501.900	MANDATORY LEAVE		-	-	-	-
100-320-505.100	FLEXIBLE BENEFIT	51,240	58,477	58,477	58,477	-
100-320-505.200	RETIREMENT	23,532	23,716	23,716	26,404	2,688
100-320-505.300	MEDICARE CONTRIBUTION	3,554	3,457	3,457	3,857	400
100-320-505.700	CITY-PAID INSURANCE	1,198	1,150	1,150	1,150	-
	SUBTOTAL	294,231	331,177	331,177	366,698	35,521
OPERATIONS						
100-320-510.100	OFFICE SUPPLIES	528	7,500	7,500	7,500	-
100-320-510.500	UNIFORMS	10,962	10,600	10,600	10,600	-
100-320-510.600	STAFF DEVELOPMENT	2,351	2,500	2,500	2,500	-
100-320-515.200	ELECTRICITY	172,435	227,000	227,000	227,000	-
100-320-515.300	NATURAL GAS	7,106	14,000	14,000	14,000	-
100-320-515.400	WATER	146,330	186,500	186,500	186,500	-
100-320-520.100	MAINTENANCE SUPPLIES	42,498	60,000	60,000	100,000	40,000
100-320-520.120	BUILDING EQUIP. MAINT.	39,563	100,000	100,000	100,000	-
100-320-520.200	SMALL TOOLS	4,964	5,000	5,000	5,000	-
100-320-520.300	GROUNDS MAINTENANCE	32,425	80,000	80,000	80,000	-
100-320-520.310	PLANTS & MATERIALS	17,190	35,000	35,000	35,000	-
100-320-520.500	EQUIPMENT RENTAL	1,899	5,000	5,000	5,000	-
100-320-520.510	EQUIPMENT MAINT	8,772	16,000	16,000	16,000	-
100-320-520.600	VEHICLE MAINTENANCE	7,833	15,000	15,000	15,000	-
100-320-520.610	VEHICLE FUEL	12,376	30,000	30,000	30,000	-
100-320-530.100	CONTRACT SERVICES	649,792	580,000	580,000	596,275	16,275
100-320-530.210	TEMPORARY SERVICES	-	1,000	1,000	1,000	-
100-320-540.200	SPECIAL EXPENSES	1,181	5,000	5,000	5,000	-
100-320-580.151	ARPA REIMBURSEMENT	-	-	-	-	-
	SUBTOTAL	1,158,205	1,380,100	1,380,100	1,436,375	56,275
	GENERAL FUND TOTAL	1,452,435	1,711,277	1,711,277	1,803,073	91,796

PUBLIC WORKS GROUNDS & FACILITIES - 320

AB939 FUND (276-320)

PERSONNEL						
276-320-501.100	SALARIES - FULL-TIME	12,353	18,774	18,774	20,932	2,158
276-320-501.400	SALARIES - OVERTIME	272	-	-	1,200	1,200
276-320-501.500	LONGEVITY PAY	-	80	80	80	-
276-320-501.900	MANDATORY LEAVE	-	-	-	-	-
276-320-505.100	FLEXIBLE BENEFIT	1,797	4,033	4,033	4,033	-
276-320-505.200	RETIREMENT	1,545	2,347	2,347	2,614	267
276-320-505.300	MEDICARE CONTRIBUTION	206	271	271	302	31
276-320-505.700	CITY-PAID INSURANCE	55	79	79	79	-
	SUBTOTAL	16,229	25,584	25,584	29,240	3,656
	AB939 FUND TOTAL	16,229	25,584	25,584	29,240	3,656

DEPARTMENT EXPENDITURES

ACCOUNT NUMBER	DESCRIPTION	ACTUAL 2024-25	PROJECTED ACTUAL 2025-26	AMENDED BUDGET 2025-26	ADOPTED BUDGET 2026-27	CHANGE FROM PRIOR YEAR
PUBLIC WORKS GROUNDS & FACILITIES - 320						
ARPA FUND (285-320)						
<u>OPERATIONS</u>						
285-320-530.100	CONTRACT SERVICES	-	-	-	-	-
	SUBTOTAL	-	-	-	-	-
<u>CAPITAL</u>						
285-320-550.300	VEHICLES	90,000	-	-	-	-
285-320-550.400	EQUIPMENT - POWER WASHER	16,853	-	-	-	-
285-320-700.153	HOPPER PARK SHADE EQUIPMENT	24,985	-	-	-	-
	SUBTOTAL	131,838	-	-	-	-
	ARPA FUND TOTAL	131,838	-	-	-	-
	ALL FUNDS TOTAL	1,600,503	1,736,861	1,736,861	1,832,313	95,452

Budget Detail Worksheet

Dept: Public Works Program: PW Grounds - 320

Account No.	Line Item	Amended Budget 2025-26	Adopted Budget 2026-27	Description
Fund:	100 - General Fund			
	Personnel			
501.100	Salaries - Full-Time	214,380	239,122	Allocated salaries for Maintenance Supervisor and Maintenance Worker I, II, and III.
501.300	Salaries - Part-Time	27,587	30,778	Salary for part-time Maintenance Worker for weekend special events.
501.400	Salaries - Over-Time	1,500	6,000	Special events and assigned overtime.
501.500	Longevity Pay	910	910	Per MOU.
501.900	Mandatory Leave	-	-	
505.100	Flexible Benefit	58,477	58,477	Employee health benefits.
505.200	Retirement	23,716	26,404	PERS city contribution.
505.300	Medicare	3,457	3,857	Federal Medicare 1.45% of salary personnel.
505.700	City-Paid Insurance	1,150	1,150	City provided long-term disability (LTD), employee assistance program (EAP), life insurance, accidental death & dismemberment (AD&D).
	Subtotal	331,177	366,698	
	Operations			
510.100	Office Supplies	7,500	7,500	Paper, writing instruments, note pads, binders, and file folders.
510.500	Uniforms	10,600	10,600	Uniform Contract \$6,000; Safety Shoes \$4,100 (two pairs per employee per year); caps and t-shirts \$500.
510.600	Staff Development	2,500	2,500	Trainings and workshops.
515.200	Electricity	227,000	227,000	SCE electricity usage at City and park facilities.
515.300	Natural Gas	14,000	14,000	SoCal Gas usage at City facilities.
515.400	Water	186,500	186,500	Water irrigation for City and park grounds.
520.100	Maintenance Supplies	60,000	100,000	Custodial supplies \$30,000; graffiti supplies \$20,000; City Hall and Community Center Floor Cleaning \$15,000; City Hall and Community Center Window Cleaning \$15,000; City Hall and Community Center Carpet Cleaning \$15,000; other items as needed \$5,000.
520.120	Building Equipment Maint.	100,000	100,000	Repairs & maintenance including HVAC, elevators, alarm system, fire sprinkler inspections, and other building repairs.
520.200	Small Tools	5,000	5,000	Replace tools as needed.
520.300	Grounds Maint.	80,000	80,000	Facility maintenance, lighting, and fencing repairs; irrigation repairs; window repairs, paint supplies, pest control; other misc. repairs & maintenance as needed.
520.310	Plants & Materials	35,000	35,000	Soil, fertilizer, plants, ground cover, and irrigation supplies for facility planters and medians with an emphasis on Hawthorne Blvd and Manhattan Beach Blvd medians for city beautification.
520.500	Equipment Rental	5,000	5,000	Rental cost for equipment required to perform field work, installation of holiday decorations, and support City special events.
520.510	Equipment Maintenance	16,000	16,000	Maintenance of generator, pressure washer, backflows, backhoe, power tools and other services as needed.
520.600	Vehicle Maintenance	15,000	15,000	Vehicle maintenance and repair cost such as, flat tires, smog checks, oil changes, engine maintenance, towing services and other repairs as incurred.
520.610	Vehicle Fuel	30,000	30,000	Regular gas, diesel, and CNG for vehicles and power tools. Currently purchasing CNG offsite at retail prices.
530.100	Contract Services	580,000	596,275	Portion of Landscape Maintenance Contract \$276,121; Tree Trimming Contract \$223,154; Tree Inventory Services \$5,000; Elevator Maintenance Contract \$8,000; Alarm System Contract Services \$5,000; OPRA Work Order System \$4,000; LACDPW Industrial Waste Inspections \$50,000; unforeseen contract services \$25,000.
530.210	Temporary Services	1,000	1,000	Temporary services to provide maintenance staff assistance as needed.
540.200	Special Expenses	5,000	5,000	Unforeseen incidental expenses.
580.151	ARPA Reimbursement	-	-	ARPA Reimbursement.
	Subtotal	1,380,100	1,436,375	
	GENERAL FUND TOTAL	1,711,277	1,803,073	

Budget Detail Worksheet

Dept: Public Works Program: PW Grounds - 320

Account No.	Line Item	Amended Budget 2025-26	Adopted Budget 2026-27	Description
Fund: 276 - AB979				
Personnel				
501.100	Salaries - Full-Time	18,774	20,932	Allocated salaries for Maintenance Supervisor and Maintenance Worker I, II, and III.
501.400	Salaries - Over-Time		1,200	
501.500	Longevity Pay	80	80	Per MOU.
501.900	Mandatory Pay	-	-	
505.100	Flexible Benefit	4,033	4,033	Employee health benefits.
505.200	Retirement	2,347	2,614	PERS city contribution.
505.300	Medicare	271	302	Federal Medicare 1.45% of salary personnel.
505.700	City-Paid Insurance	79	79	City provided long-term disability (LTD), employee assistance program (EAP), life insurance, accidental death & dismemberment (AD&D).
	Subtotal	25,584	29,240	
	AB939 TOTAL	25,584	29,240	
Fund: 285 - ARPA Operations				
530.100	Contract Services	-	-	
	Subtotal	-	-	
Capital				
550.300	Vehicles	-	-	
550.400	Equipment - Power Washer	-	-	
700.153	Hopper Park Shade Equipment	-	-	
	Subtotal	-	-	
	ARPA FUND TOTAL	-	-	
	ALL FUNDS TOTAL:	1,736,861	1,832,313	

DEPARTMENT EXPENDITURES

PUBLIC WORKS STREET MAINTENANCE - 330

GENERAL FUND (100-330)

ACCOUNT NUMBER	DESCRIPTION	ACTUAL 2024-25	PROJECTED ACTUAL 2025-26	AMENDED BUDGET 2025-26	ADOPTED BUDGET 2026-27	CHANGE FROM PRIOR YEAR
PERSONNEL						
100-330-501.100	SALARIES - FULL-TIME	76,521	76,332	76,332	84,989	8,657
100-330-501.300	SALARIES - PART-TIME	481	-	-	-	-
100-330-501.400	SALARIES - OVERTIME	5,803	5,000	5,000	5,000	-
100-330-501.500	LONGEVITY PAY	186	200	200	200	-
100-330-501.900	MANDATORY LEAVE	-	-	-	-	-
100-330-505.100	FLEXIBLE BENEFIT	17,899	22,181	22,181	22,181	-
100-330-505.200	RETIREMENT	8,099	7,770	7,770	8,648	878
100-330-505.300	MEDICARE CONTRIBUTION	1,233	1,085	1,085	1,210	125
100-330-505.700	CITY-PAID INSURANCE	398	436	436	436	-
	SUBTOTAL	110,620	113,004	113,004	122,664	9,660
OPERATIONS						
100-330-515.200	ELECTRICITY	35,065	36,500	36,500	36,500	-
100-330-515.400	WATER	165,862	188,000	188,000	188,000	-
100-330-520.320	LANDSCAPE MAINT	172,675	-	-	-	-
100-330-520.600	VEHICLE MAINTENANCE	10,843	-	-	-	-
100-330-530.100	CONTRACT SERVICES	4,499	21,000	21,000	21,000	-
100-330-540.200	SPECIAL EXPENSES	-	5,000	5,000	5,000	-
100-330-580.151	ARPA REIMBURSEMENT	-	-	-	-	-
	SUBTOTAL	388,943	250,500	250,500	250,500	-
	GENERAL FUND TOTAL	499,563	363,504	363,504	373,164	9,660

PUBLIC WORKS STREET MAINTENANCE - 330

GAS TAX FUND (201-330)

PERSONNEL						
201-330-501.100	SALARIES - FULL-TIME	211,543	228,583	228,583	257,132	28,549
201-330-501.300	SALARIES - PART TIME	13,002	27,587	27,587	30,778	3,191
201-330-501.400	SALARIES - OVERTIME	22,683	18,000	18,000	21,500	3,500
201-330-501.500	LONGEVITY PAY	142	640	640	652	12
201-330-501.900	MANDATORY LEAVE	-	-	-	-	-
201-330-505.100	FLEXIBLE BENEFIT	51,773	64,526	64,526	65,131	605
201-330-505.200	RETIREMENT	22,067	23,850	23,850	26,872	3,022
201-330-505.300	MEDICARE CONTRIBUTION	3,618	3,655	3,655	4,115	460
201-330-505.700	CITY-PAID INSURANCE	1,228	1,269	1,269	1,281	12
	SUBTOTAL	326,057	368,110	368,110	407,461	39,351
OPERATIONS						
201-330-515.200	ELECTRICITY	29,542	32,000	32,000	32,000	-
201-330-520.400	STREET MAINTENANCE	28,534	33,000	33,000	33,000	-
201-330-520.600	VEHICLE MAINTENANCE	5,870	8,000	8,000	8,000	-
201-330-520.610	VEHICLE FUEL	12,000	12,000	12,000	12,000	-
201-330-530.100	CONTRACT SERVICES	357,756	887,881	887,881	905,000	17,119
201-330-530.200	PROFESSIONAL SERVICES	-	10,000	10,000	10,000	-
201-330-540.200	SPECIAL EXPENSES	5,000	5,000	5,000	5,000	-
	SUBTOTAL	438,702	987,881	987,881	1,005,000	17,119
	GAS TAX FUND TOTAL	764,759	1,355,991	1,355,991	1,412,461	56,470

PUBLIC WORKS STREET MAINTENANCE - 330

PROP A FUND (206-330)

PERSONNEL						
206-330-501.100	SALARIES - FULL-TIME	15,872	15,759	15,759	17,529	1,770
206-330-501.400	SALARIES - OVERTIME	2,014	-	-	2,000	2,000
206-330-501.500	LONGEVITY PAY	9	20	20	20	-
206-330-505.100	FLEXIBLE BENEFIT	4,299	5,041	5,041	5,041	-
206-330-505.200	RETIREMENT	1,574	1,377	1,377	1,531	154
206-330-505.300	MEDICARE CONTRIBUTION	259	222	222	248	26
206-330-505.700	CITY-PAID INSURANCE	98	99	99	99	-
SUBTOTAL		24,125	22,518	22,518	26,468	3,950
PROP C TOTAL		24,125	22,518	22,518	26,468	3,950

PUBLIC WORKS STREET MAINTENANCE - 330

PROP C FUND (207-330)

PERSONNEL						
207-330-501.100	SALARIES - FULL-TIME	69,008	76,743	76,743	85,409	8,666
207-330-501.400	SALARIES - OVERTIME	9,468	-	-	13,000	13,000
207-330-501.500	LONGEVITY PAY	56	160	160	160	-
207-330-501.900	MANDATORY LEAVE	-	-	-	-	-
207-330-505.100	FLEXIBLE BENEFIT	19,975	24,197	24,197	24,197	-
207-330-505.200	RETIREMENT	6,472	7,231	7,231	8,045	814
207-330-505.300	MEDICARE CONTRIBUTION	1,091	1,086	1,086	1,212	126
207-330-505.700	CITY-PAID INSURANCE	435	476	476	476	-
SUBTOTAL		106,505	109,893	109,893	132,499	22,606
OPERATIONS						
207-330-530.100	CONTRACT SERVICES	131,306	175,000	175,000	175,000	-
SUBTOTAL		131,306	175,000	175,000	175,000	-
PROP C TOTAL		237,811	284,893	284,893	307,499	22,606

PUBLIC WORKS STREET MAINTENANCE - 330

MEASURE R FUND (244-330)

PERSONNEL						
244-330-501.100	SALARIES - FULL-TIME	26,397	38,372	38,372	42,705	4,333
244-330-501.400	SALARIES - OVERTIME	3,593	-	-	4,000	4,000
244-330-501.500	LONGEVITY PAY	19	80	80	80	-
244-330-501.900	MANDATORY LEAVE	-	-	-	-	-
244-330-505.100	FLEXIBLE BENEFIT	7,513	12,099	12,099	12,099	-
244-330-505.200	RETIREMENT	2,495	3,615	3,615	4,022	407
244-330-505.300	MEDICARE CONTRIBUTION	420	543	543	606	63
244-330-505.700	CITY-PAID INSURANCE	166	238	238	238	-
SUBTOTAL		40,603	54,947	54,947	63,750	8,803
MEASURE R TOTAL		40,603	54,947	54,947	63,750	8,803

PUBLIC WORKS STREET MAINTENANCE - 330

AB939 (276-330)

<u>PERSONNEL</u>						
276-330-501.100	SALARIES - FULL-TIME	27,454	34,944	34,944	38,881	3,937
276-330-501.400	SALARIES - OVERTIME	3,691	-	-	4,500	4,500
276-330-501.500	LONGEVITY PAY	19	60	60	60	-
276-330-501.900	MANDATORY LEAVE	-	-	-	-	-
276-330-505.100	FLEXIBLE BENEFIT	7,888	11,090	11,090	11,090	-
276-330-505.200	RETIREMENT	2,589	3,184	3,184	3,542	358
276-330-505.300	MEDICARE CONTRIBUTION	437	494	494	551	57
276-330-505.700	CITY-PAID INSURANCE	167	218	218	218	-
SUBTOTAL		42,244	49,990	49,990	58,842	8,852
AB939 TOTAL		42,244	49,990	49,990	58,842	8,852
ALL FUNDS TOTAL		1,609,105	2,131,843	2,131,843	2,242,184	110,341

Budget Detail Worksheet

Dept: PUBLIC WORKS

Program: PW Street Maintenance - 330

Account No.	Line Item	Amended Budget 2025-26	Adopted Budget 2026-27	Description
Fund: 100 - General Fund				
501.100	Salaries - Full-Time	76,332	84,989	Allocated salaries for Maintenance Supervisor, Public Works Inspector and Maintenance Worker I, II, and III.
501.300	Salaries - Part-Time			
501.400	Salaries - Overtime	5,000	5,000	For off-scheduled work, emergencies and special events.
501.500	Longevity award	200	200	Per MOU.
501.900	Mandatory Leave	-	-	
505.100	Flexible Benefit	22,181	22,181	Employee health benefits.
505.200	Retirement	7,770	8,648	PERS city contribution.
505.300	Medicare	1,085	1,210	Federal Medicare 1.45% of salary personnel.
505.700	City-Paid Insurance	436	436	City provided long-term disability (LTD), employee assistance program (EAP), life insurance, accidental death & dismemberment (AD&D).
	Subtotal	113,004	122,664	
	Operations			
515.200	Electricity	36,500	36,500	Based on historical use.
515.400	Water	188,000	188,000	Based on historical use.
520.320	Landscape Maintenance	-	-	Moved to 201-330-530-100 Gas Tax Contract Services.
530.100	Contract Services	21,000	21,000	OPRA \$6,000; SSMP Annual Update \$7,000; crack sealing \$8,000.
540.200	Special Expenses	5,000	5,000	Certified Unified Program Agency (CUPA) Permit and misc. expenses.
580.151	ARPA Reimbursement	-	-	ARPA Reimbursement.
	Subtotal	250,500	250,500	
	GENERAL FUND TOTAL	363,504	373,164	

Fund: 201- Gas Tax

Personnel

501.100	Salaries - Full-Time	228,583	257,132	Allocation of salaries including Maintenance Supervisor, Inspector, and Maintenance Worker I, II and III.
501.300	Salaries - Part-Time	27,587	30,778	Salary for part-time Maintenance Worker for weekend graffiti removal.
501.400	Salaries - Overtime	18,000	21,500	For off-scheduled work, emergencies and special events.

Budget Detail Worksheet

Dept: PUBLIC WORKS

Program: PW Street Maintenance - 330

Account No.	Line Item	Amended Budget 2025-26	Adopted Budget 2026-27	Description
501.500	Longevity Award	640	652	Per MOU.
501.900	Mandatory Leave	-	-	
505.100	Flexible Benefit	64,526	65,131	Employee health benefits.
505.200	Retirement	23,850	26,872	PERS city contribution.
505.300	Medicare	3,655	4,115	Federal Medicare 1.45% of salary personnel.
505.700	City-Paid Insurance	1,269	1,281	City provided long-term disability (LTD), employee assistance program (EAP), life insurance, accidental death & dismemberment (AD&D).
	Subtotal	368,110	407,461	
	Operations			
515.200	Electricity	32,000	32,000	Street lights and signals expenditures. Based on historical use.
520.400	Street Maintenance	33,000	33,000	Supplies for graffiti abatement \$18,000; asphalt repairs \$10,000; new and replacement street signs \$5,000.
520.600	Vehicle Maintenance	8,000	8,000	Tire maintenance, auto body work, oil changes, and other repairs as needed. Based on historical information.
520.610	Vehicle Fuel	12,000	12,000	Regular gas, diesel, and CNG for vehicles and power tools. Currently purchasing CNG offsite at retail prices.
530.100	Contract Services	887,881	905,000	Street Sweeping Contract \$367,128; Portion of Landscape Maintenance Services \$184,100 and Tree Trimming Services \$334,731; LACDPW Catch Basin Cleanout \$1,000; Underground Service Alerts \$2,000; Bridge Soffit Lighting \$6,000; Concrete/Pavement Repair \$10,000; other contract services as needed.
530.200	Professional Services	10,000	10,000	Engineering services and studies.
540.200	Special Expenses	5,000	5,000	Miscellaneous permits, licenses, and expenses for traffic control.
	Subtotal	987,881	1,005,000	
GAS TAX FUND TOTAL		1,355,991	1,412,461	

Fund: 206 - Prop A

501.100	Salaries - Full-Time	15,759	17,529	Allocated salary of PW Director and Administrative Analyst.
501.500	Longevity Pay	20	20	Per MOU.
505.100	Flexible Benefit	5,041	5,041	Employee health benefits.
505.200	Retirement	1,377	1,531	PERS city contribution and deferred compensation match.
505.300	Medicare	222	248	Federal Medicare 1.45% of salary personnel.
505.700	City-Paid Insurance	99	99	City provided long-term disability (LTD), employee assistance program (EAP), life insurance, accidental death & dismemberment (AD&D).

Budget Detail Worksheet

Dept: PUBLIC WORKS

Program: PW Street Maintenance - 330

Account No.	Line Item	Amended Budget 2025-26	Adopted Budget 2026-27	Description
	Subtotal	22,518	26,468	
Prop A TOTAL		22,518	26,468	

Fund: 207 - Proposition C

501.100	Salaries - Full-Time	76,743	85,409	Salary allocation for Maintenance Worker I
501.400	Salaries - Over-Time		13,000	
501.500	Longevity award	160	160	Per MOU.
501.900	Mandatory Leave	-		
505.100	Flexible Benefit	24,197	24,197	Employee health benefits.
505.200	Retirement	7,231	8,045	PERS city contribution.
505.300	Medicare	1,086	1,212	Federal Medicare 1.45% of salary personnel.
505.700	City-Paid Insurance	476	476	City provided long-term disability (LTD), employee assistance program (EAP), life insurance, accidental death & dismemberment (AD&D).
	Subtotal	109,893	132,499	
	Operations			
530.100	Contract Services	175,000	175,000	Provides for LACDPW Traffic Signal Maintenance \$115,000, LACDPW Traffic Signal Accident Repairs \$25,000; CalTrans Traffic Signal Maintenance for Freeway Ramps \$10,000, street striping and street legend work for major corridors \$25,000.
	Subtotal	175,000	175,000	
PROP C TOTAL		284,893	307,499	

Fund: 244 - Measure R

501.100	Salaries - Full-Time	38,372	42,705	Salary allocation for Maintenance Worker I
501.400	Salaries - Over-Time		4,000	
501.500	Longevity award	80	80	Per MOU.
505.100	Flexible Benefit	12,099	12,099	Employee health benefits.
505.200	Retirement	3,615	4,022	PERS city contribution.
505.300	Medicare	543	606	Federal Medicare 1.45% of salary personnel.
505.700	City-Paid Insurance	238	238	City provided long-term disability (LTD), employee assistance program (EAP), life insurance, accidental death & dismemberment (AD&D).
	Subtotal	54,947	63,750	
MEASURE R TOTAL		54,947	63,750	

Budget Detail Worksheet

Dept: PUBLIC WORKS

Program: PW Street Maintenance - 330

Account No.	Line Item	Amended Budget 2025-26	Adopted Budget 2026-27	Description
Fund:	276 - AB939			
	<u>Personnel</u>			
501.100	Salaries - Full-Time	34,944	38,881	Allocated salary of PW Director and Administrative Analyst.
501.500	Longevity Pay	60	60	Per MOU.
505.100	Flexible Benefit	11,090	11,090	Employee health benefits.
505.200	Retirement	3,184	3,542	PERS city contribution and deferred compensation match.
505.300	Medicare	494	551	Federal Medicare 1.45% of salary personnel.
505.700	City-Paid Insurance	218	218	City provided long-term disability (LTD), employee assistance program (EAP), life insurance, accidental death & dismemberment (AD&D).
	Subtotal	<u>49,990</u>	<u>58,842</u>	
	AB939 TOTAL	49,990	58,842	
	ALL FUNDS TOTAL:	2,131,843	2,242,184	

PUBLIC WORKS ENGINEERING - 340

DEPARTMENT EXPENDITURES

ACCOUNT NUMBER	DESCRIPTION	ACTUAL 2024-25	PROJECTED ACTUAL 2025-26	AMENDED BUDGET 2025-26	ADOPTED BUDGET 2026-27	CHANGE FROM PRIOR YEAR
GENERAL FUND (100-340)						
<u>PERSONNEL</u>						
100-340-501.100	SALARIES - FULL-TIME	72,268	30,090	30,090	33,570	3,480
100-340-501.400	SALARIES - OVERTIME	211	-	-	-	-
100-340-501.500	LONGEVITY PAY	240	40	40	40	-
100-340-501.900	MANDATORY LEAVE	-	-	-	-	-
100-340-505.100	FLEXIBLE BENEFIT	14,758	6,049	6,049	6,049	-
100-340-505.200	RETIREMENT	7,935	3,337	3,337	3,714	377
100-340-505.300	MEDICARE	1,146	436	436	487	51
100-340-505.700	CITY-PAID INSURANCE	386	119	119	119	-
	SUBTOTAL	96,945	40,071	40,071	43,979	3,908
<u>OPERATIONS</u>						
100-340-510.100	OFFICE SUPPLIES	456	500	500	500	-
100-340-510.200	REPROGRAPHICS	295	500	500	500	-
100-340-510.400	SUBSCRIPTIONS/PUBLICATIONS	515	1,000	1,000	1,000	-
100-340-510.600	STAFF DEVELOPMENT	60	3,500	3,500	3,500	-
100-340-510.610	MEMBERSHIP/DUES	-	500	500	500	-
100-340-510.620	TRAVEL/MEETINGS	-	500	500	500	-
100-340-510.650	MILEAGE REIMBURSEMENT	-	200	200	200	-
100-340-520.510	EQUIPMENT MAINT	-	-	-	-	-
100-340-530.200	PROFESSIONAL SERVICES	3,064	52,000	52,000	52,000	-
100-340-530.210	TEMPORARY SERVICES	-	-	-	-	-
100-340-530.500	LEGAL ADS	4,457	5,000	5,000	5,000	-
100-340-540.200	SPECIAL EXPENSES	-	2,000	2,000	2,000	-
100-340-550.400	OTHER EQUIPMENT	-	-	-	10,000	10,000
100-340-580.151	ARPA REIMBURSEMENT	-	-	-	-	-
100-340-700.278	LOCAL ROAD SAFETY PLAN STUDY	-	-	-	-	-
	SUBTOTAL	8,848	65,700	65,700	75,700	10,000
	GENERAL FUND TOTAL	105,793	105,771	105,771	119,679	13,908

GAS TAX FUND (201-340)

<u>PERSONNEL</u>						
201-340-501.100	SALARIES - FULL-TIME	27,333	34,127	34,127	38,075	3,948
201-340-501.400	SALARIES - OVERTIME	830	-	-	-	-
201-340-501.500	LONGEVITY PAY	80	160	160	160	-
201-340-505.100	FLEXIBLE BENEFIT	6,153	8,066	8,066	8,066	-
201-340-505.200	RETIREMENT	3,432	4,293	4,293	4,782	489
201-340-505.300	MEDICARE CONTRIBUTION	444	495	495	552	57
201-340-505.700	CITY-PAID INSURANCE	132	159	159	159	-
	SUBTOTAL	38,403	47,300	47,300	51,794	4,494
<u>OPERATIONS</u>						
201-340-530.200	PROFESSIONAL SERVICES	-	-	-	-	-
	SUBTOTAL	-	-	-	-	-

PUBLIC WORKS ENGINEERING - 340

*** DEPARTMENT EXPENDITURES**

ACCOUNT NUMBER	DESCRIPTION	ACTUAL 2024-25	PROJECTED ACTUAL 2025-26	AMENDED BUDGET 2025-26	ADOPTED BUDGET 2026-27	CHANGE FROM PRIOR YEAR
GAS TAX FUND TOTAL		38,403	47,300	47,300	51,794	4,494

PROP A FUND (206-340)

<u>PERSONNEL</u>						
206-340-501.100	SALARIES - FULL-TIME	3,184.54	4,266	4,266	4,759	493
206-340-501.400	SALARIES - OVERTIME	65.68	-	-	-	-
206-340-501.500	LONGEVITY PAY	-	20	20	20	-
206-340-505.100	FLEXIBLE BENEFIT	693.55	1,008	1,008	1,008	-
206-340-505.200	RETIREMENT	336.70	537	537	598	61
206-340-505.300	MEDICARE CONTRIBUTION	49.81	62	62	69	7
206-340-505.700	CITY-PAID INSURANCE	17.35	20	20	20	-
SUBTOTAL		4,348	5,913	5,913	6,474	561
PROP A FUND TOTAL		4,348	5,913	5,913	6,474	561

PROPOSITION C FUND (207-340)

<u>PERSONNEL</u>						
207-340-501.100	SALARIES - FULL-TIME	43,125	45,016	45,016	50,222	5,206
207-340-501.300	SALARIES - PART TIME	408	-	-	-	-
207-340-501.500	LONGEVITY PAY	40	120	120	120	-
207-340-505.100	FLEXIBLE BENEFIT	7,953	10,082	10,082	10,082	-
207-340-505.200	RETIREMENT	5,023	4,766	4,766	5,305	539
207-340-505.300	MEDICARE CONTRIBUTION	680	653	653	728	75
207-340-505.700	CITY-PAID INSURANCE	165	198	198	198	-
SUBTOTAL		57,393	60,835	60,835	66,655	5,820
<u>OPERATIONS</u>						
207-340-530.200	PROFESSIONAL SERVICES	-	-	-	-	-
SUBTOTAL		-	-	-	-	-
PROP C FUND TOTAL:		57,393	60,835	60,835	66,655	5,820

PROP C 25 FUND (240-340)

<u>PERSONNEL</u>						
240-340-501.100	SALARIES - FULL-TIME	-	-	-	-	-
240-340-505.100	FLEXIBLE BENEFIT	-	-	-	-	-
240-340-505.200	RETIREMENT	-	-	-	-	-
240-340-505.300	MEDICARE CONTRIBUTION	-	-	-	-	-
240-340-505.700	CITY-PAID INSURANCE	-	-	-	-	-
SUBTOTAL		-	-	-	-	-

PUBLIC WORKS ENGINEERING - 340

DEPARTMENT EXPENDITURES

ACCOUNT NUMBER	DESCRIPTION	ACTUAL 2024-25	PROJECTED ACTUAL 2025-26	AMENDED BUDGET 2025-26	ADOPTED BUDGET 2026-27	CHANGE FROM PRIOR YEAR
OPERATIONS						
240-340-530.200	PROFESSIONAL SERVICES	-	-	-	-	-
	SUBTOTAL	-	-	-	-	-
PROP C 25 FUND TOTAL:		-	-	-	-	-

MEASURE R (244-340)

PERSONNEL						
244-340-501.100	SALARIES - FULL-TIME	25,088	13,976	13,976	15,593	1,617
244-340-501.400	SALARIES - OVERTIME	178	-	-	-	-
244-340-501.500	LONGEVITY PAY	20	20	20	20	-
244-340-505.100	FLEXIBLE BENEFIT	5,122	3,025	3,025	3,025	-
244-340-505.200	RETIREMENT	2,429	1,310	1,310	1,457	147
244-340-505.300	MEDICARE CONTRIBUTION	398	203	203	226	23
244-340-505.700	CITY -PAID INSURANCE	107	59	59	59	-
	SUBTOTAL	33,342	18,593	18,593	20,380	1,787
OPERATIONS						
244-340-530.200	PROFESSIONAL SERVICES	-	-	-	-	-
	SUBTOTAL	-	-	-	-	-
MEASURE R FUND TOTAL:		33,342	18,593	18,593	20,380	1,787

MEASURE M FUND (272-340)

PERSONNEL						
272-340-501.100	SALARIES - FULL-TIME	18,804	69,420	69,420	77,450	8,030
272-340-501.400	SALARIES - OVERTIME	247	-	-	-	-
272-340-501.500	LONGEVITY PAY	-	40	40	40	-
272-340-505.100	FLEXIBLE BENEFIT	3,571	13,107	13,107	13,107	-
272-340-505.200	RETIREMENT	2,062	7,836	7,836	8,725	889
272-340-505.300	MEDICARE CONTRIBUTION	294	1,007	1,007	1,123	116
272-340-505.700	CITY-PAID INSURANCE	(0)	258	258	258	-
	SUBTOTAL	24,978	91,668	91,668	100,703	9,035
OPERATIONS						
272-340-530.200	PROFESSIONAL SERVICES	-	-	-	-	-
	SUBTOTAL	-	-	-	-	-
MEASURE M FUND TOTAL:		24,978	91,668	91,668	100,703	9,035

SB1 GAS TAX STREET REHAB (274-340)

PERSONNEL						
274-340-501.100	SALARIES - FULL-TIME	51,906	64,675	64,675	72,155	7,480

PUBLIC WORKS ENGINEERING - 340

DEPARTMENT EXPENDITURES

ACCOUNT NUMBER	DESCRIPTION	ACTUAL 2024-25	PROJECTED ACTUAL 2025-26	AMENDED BUDGET 2025-26	ADOPTED BUDGET 2026-27	CHANGE FROM PRIOR YEAR
274-340-501.400	SALARIES - OVERTIME	176	-	-	-	-
274-340-501.500	LONGEVITY PAY	20	-	-	-	-
274-340-505.100	FLEXIBLE BENEFIT	9,082	12,099	12,099	12,099	-
274-340-505.200	RETIREMENT	5,595	6,790	6,790	7,558	768
274-340-505.300	MEDICARE CONTRIBUTION	787	938	938	1,046	108
274-340-505.700	CITY -PAID INSURANCE	187	238	238	238	-
	SUBTOTAL	67,753	84,740	84,740	93,096	8,356
OPERATIONS						
274-340-530.200	PROFESSIONAL SERVICES	-	-	-	-	-
	SUBTOTAL	-	-	-	-	-
	SBI GAS TAX TOTAL	67,753	84,740	84,740	93,096	8,356

MEASURE W FUND (282-340)

PERSONNEL

282-340-501.100	SALARIES - FULL-TIME	4,330	5,924	5,924	6,609	685
282-340-505.100	FLEXIBLE BENEFIT	658	1,008	1,008	1,008	-
282-340-505.200	RETIREMENT	542	745	745	831	86
282-340-505.300	MEDICARE CONTRIBUTION	67	86	86	96	10
282-340-505.700	CITY-PAID INSURANCE	13	20	20	20	-
	SUBTOTAL	5,610	7,783	7,783	8,564	781
	MEASURE M FUND TOTAL:	5,610	7,783	7,783	8,564	781
	ALL FUNDS TOTAL	337,620	422,603	422,603	467,345	44,742

Budget Detail Worksheet

Dept: Public Works

Program: Engineering - 340

Account No. Line Item	Amended	Adopted	Description	
	Budget	Budget		
	2025-2026	2026-2027		
Fund: 100 - General Fund				
<u>Personnel</u>				
501.100	Salaries - Full-Time	30,090	33,570	Associate Engineer salary allocation.
501.500	Longevity Pay	40	40	Longevity.
505.100	Flexible Benefit	6,049	6,049	Employee health benefits.
505.200	Retirement	3,337	3,714	PERS city contribution.
505.300	Medicare	436	487	Federal Medicare 1.45% of salary personnel.
505.700	City-Paid Insurance	119	119	City provided long-term disability (LTD), employee assistance program (EAP), life insurance, accidental death & dismemberment (AD&D).
	Subtotal	40,071	43,979	
<u>Operations</u>				
510.100	Office Supplies	500	500	Provides for writing instruments, filing supplies plan racks and measuring wheels.
510.200	Reprographics	500	500	Provides for reproduction of project specifications, maps, and scanning services.
510.400	Subscriptions/Publications	1,000	1,000	Provides for Auto Cad subscription, industry publications, and journals.
510.600	Staff Development	3,500	3,500	Conferences, workshops, and P.E. prep courses.
510.610	Membership/Dues	500	500	Provides for memberships for industry associations.
510.620	Travel/Meetings	500	500	Conferences and workshops.
510.650	Mileage Reimbursement	200	200	Provides reimbursement for use of personal vehicles for official business usage.
520.510	Equipment Maintenance	-	-	Maintenance for scanner.
530.200	Professional Services	52,000	52,000	Provides for Design & Survey services and Inspection Services.
530.210	Temporary Services	-	-	Provides for inspection services as needed (third party inspectors).
530.500	Legal Ads	5,000	5,000	Bid Advertising for CIP projects to be published in the newspaper.
540.200	Special Expenses	2,000	2,000	Provides for unforeseen engineering related expenses.
550.400	Other Equipment	-	10,000	Large-format scanner to effectively maintain accurate records of critical infrastructure documents. Large scale plans including drawings, maps, and as-built plans cannot be adequately handled with standard office equipment.
	Subtotal	65,700	75,700	
GENERAL FUND TOTAL		105,771	119,679	

Budget Detail Worksheet

Dept: Public Works

Program: Engineering - 340

Account No. Line Item	Amended Budget 2025-2026	Adopted Budget 2026-2027	Description
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Fund: 201- Gas Tax

Personnel

501.100	Salaries - Full-Time	34,127	38,075	Associate Engineer salary allocation.
501.500	Longevity Pay	160	160	Longevity.
505.100	Flexible Benefit	8,066	8,066	Employee health benefits.
505.200	Retirement	4,293	4,782	PERS city contribution and deferred compensation match.
505.300	Medicare	495	552	Federal Medicare 1.45% of salary personnel.
505.700	City-Paid Insurance	159	159	City provided long-term disability (LTD), employee assistance program (EAP), life insurance, accidental death & dismemberment (AD&D).

Subtotal	47,300	51,794
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GAS TAX FUND TOTAL:	47,300	51,794
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Fund: 206- Prop A

Personnel

501.100	Salaries - Full-Time	4,266	4,759	Associate Engineer, Assistant Engineer, and Public Works Inspector salary allocations.
501.500	Longevity Pay	20	20	Longevity.
505.100	Flexible Benefit	1,008	1,008	Employee health benefits.
505.200	Retirement	537	598	PERS city contribution and deferred compensation match.
505.300	Medicare	62	69	Federal Medicare 1.45% of salary personnel.
505.700	City-Paid Insurance	20	20	City provided long-term disability (LTD), employee assistance program (EAP), life insurance, accidental death & dismemberment (AD&D).

Subtotal	5,913	6,474
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PROP A FUND TOTAL	5,913	6,474
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Fund: 207- Proposition C

Personnel

501.100	Salaries - Full-Time	45,016	50,222	Associate Engineer salary allocation.
501.500	Longevity Pay	120	120	Longevity.
505.100	Flexible Benefit	10,082	10,082	Employee health benefits.
505.200	Retirement	4,766	5,305	PERS city contribution and deferred compensation match.
505.300	Medicare	653	728	Federal Medicare 1.45% of salary personnel.
505.700	City-Paid Insurance	198	198	City provided long-term disability (LTD), employee assistance program (EAP), life insurance, accidental death & dismemberment (AD&D).

Subtotal	60,835	66,655
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PROP C FUND TOTAL:	60,835	66,655
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Budget Detail Worksheet

Dept: Public Works

Program: Engineering - 340

Account No. Line Item	Amended	Adopted	Description
	Budget	Budget	
	2025-2026	2026-2027	

Fund: 240 - PROP C 25

501.100	SALARIES - FULL-TIME	-	-	Associate Engineer salary allocation.
505.100	FLEXIBLE BENEFIT	-	-	Employee health benefits.
505.200	RETIREMENT	-	-	PERS city contribution and deferred compensation match.
505.300	MEDICARE CONTRIBUTION	-	-	Federal Medicare 1.45% of salary personnel.
505.700		-	-	City provided long-term disability (LTD), employee assistance program (EAP), life insurance, accidental death & dismemberment (AD&D).
	CITY-PAID INSURANCE			
	Subtotal	<u>-</u>	<u>-</u>	

PROP C 25 FUND TOTAL:	<u>-</u>	<u>-</u>
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Fund: 244- Measure R

Personnel

501.100	Salaries - Full-Time	13,976	15,593	Assistant Engineer salary allocation.
501.500	Longevity Pay	20	20	Longevity.
505.100	Flexible Benefit	3,025	3,025	Employee health benefits.
505.200	Retirement	1,310	1,457	PERS city contribution.
505.300	Medicare	203	226	Federal Medicare 1.45% of salary personnel.
505.700	City-Paid Insurance	59	59	City provided long-term disability (LTD), employee assistance program (EAP), life insurance, accidental death & dismemberment (AD&D).
	Subtotal	<u>18,593</u>	<u>20,380</u>	

MEASURE R FUND TOTAL:	<u>18,593</u>	<u>20,380</u>
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Fund: 272 - MEASURE M

Personnel

501.100	Salaries - Full-Time	69,420	77,450	Assistant Engineer salary allocation.
501.500	Longevity Pay	40	40	Longevity.
505.100	Flexible Benefit	13,107	13,107	Employee health benefits.
505.200	Retirement	7,836	8,725	PERS city contribution.
505.300	Medicare	1,007	1,123	Federal Medicare 1.45% of salary personnel.
505.700	City-Paid Insurance	258	258	City provided long-term disability (LTD), employee assistance program (EAP), life insurance, accidental death & dismemberment (AD&D).
	Subtotal	<u>91,668</u>	<u>100,703</u>	

Budget Detail Worksheet

Dept: Public Works

Program: Engineering - 340

Account No. Line Item	Amended Budget 2025-2026	Adopted Budget 2026-2027	Description
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MEASURE M FUND TOTAL:	91,668	100,703
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Fund: 274 - SB1 GAS TAX

Personnel

501.100	Salaries - Full-Time	64,675	72,155	Assistant Engineer salary allocation.
501.400	Salaries - Overtime			
501.500	Longevity Pay	-	-	Longevity.
505.100	Flexible Benefit	12,099	12,099	Employee health benefits.
505.200	Retirement	6,790	7,558	PERS city contribution.
505.300	Medicare	938	1,046	Federal Medicare 1.45% of salary personnel.
505.700	City-Paid Insurance	238	238	City provided long-term disability (LTD), employee assistance program (EAP), life insurance, accidental death & dismemberment (AD&D).

Subtotal	84,740	93,096
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SB1 GAS TAX FUND TOTAL:	84,740	93,096
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Fund: 282 - MEASURE W

Personnel

501.100	Salaries - Full-Time	5,924	6,609	Assistant Engineer salary allocation.
505.100	Flexible Benefit	1,008	1,008	Employee health benefits.
505.200	Retirement	745	831	PERS city contribution.
505.300	Medicare	86	96	Federal Medicare 1.45% of salary personnel.
505.700	City-Paid Insurance	20	20	City provided long-term disability (LTD), employee assistance program (EAP), life insurance, accidental death & dismemberment (AD&D).

Subtotal	7,783	8,564
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MEASURE W FUND TOTAL:	7,783	8,564
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ALL FUNDS TOTAL	422,603	467,345
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DEPARTMENT EXPENDITURES

PLANNING AND BUILDING ADMINISTRATION - 410

RESTRICTED URBAN DEVELOPMENT FD (215-410)

ACCOUNT NUMBER	DESCRIPTION	ACTUAL 2024-25	PROJECTED ACTUAL 2025-26	AMENDED BUDGET 2025-26	ADOPTED BUDGET 2026-27	CHANGE FROM PRIOR YEAR
OPERATIONS						
215-410-560.100	OPERATING TRANS OUT	179,260	172,945	172,945	192,007	19,062
	SUBTOTAL	179,260	172,945	172,945	192,007	19,062
URBAN DEVL P FD TOTAL		179,260	172,945	172,945	192,007	19,062

COMMUNITY DEVELOPMENT (279-410)

ACCOUNT NUMBER	DESCRIPTION	ACTUAL 2024-25	PROJECTED ACTUAL 2025-26	AMENDED BUDGET 2025-26	ADOPTED BUDGET 2026-27	CHANGE FROM PRIOR YEAR
PERSONNEL						
279-410-501.100	SALARIES - FULL-TIME	324,501	388,564	388,564	304,338	(84,226)
279-410-501.200	SALARIES - ELECTED/APPOINTED	3,300	6,000	6,000	6,000	-
279-410-501.300	SALARIES - PART TIME	-	-	-	-	-
279-410-501.400	SALARIES - OVERTIME	6,045	5,000	5,000	10,000	5,000
279-410-501.500	LONGEVITY AWARD	150	90	90	90	-
279-410-501.600	AUTO ALLOWANCE	2,421	2,340	2,340	2,340	-
279-410-501.900	MANDATORY LEAVE	-	-	-	-	-
279-410-505.100	FLEXIBLE BENEFITS	42,616	55,452	55,452	48,394	(7,058)
279-410-505.200	RETIREMENT	29,424	38,156	38,156	28,673	(9,483)
279-410-505.300	MEDICARE CONTRIBUTION	4,896	5,603	5,603	4,393	(1,210)
279-410-505.700	CITY-PAID INSURANCE	1,077	1,142	1,142	952	(190)
	SUBTOTAL	414,429	502,347	502,347	405,180	(97,167)
OPERATIONS						
279-410-510.100	OFFICE SUPPLIES	5,505	6,000	6,000	7,500	1,500
279-410-510.200	REPROGRAPHICS	-	-	-	-	-
279-410-510.400	SUBSCRIPTIONS/PUBLICATIONS	453	500	500	500	-
279-410-510.600	STAFF DEVELOPMENT	769	2,000	2,000	2,000	-
279-410-510.610	MEMBERSHIP/DUES	1,021	2,000	2,000	2,000	-
279-410-510.620	TRAVEL/MEETINGS	-	2,000	2,000	2,000	-
279-410-510.640	COMMISSION DEVELOPMENT	-	2,500	2,500	2,500	-
279-410-510.650	MILEAGE REIMBURSEMENT	-	500	500	500	-
279-410-520.600	VEHICLE MAINTENANCE	150	1,000	1,000	1,000	-
279-410-520.610	VEHICLE FUEL	75	1,000	1,000	1,000	-
279-410-530.100	CONTRACT SERVICES	278,128	174,610	174,610	177,000	2,390
279-410-530.200	PROFESSIONAL SERVICES	13,428	15,000	15,000	15,000	-
279-410-530.300	LEGAL SERVICES	24,963	55,000	55,000	55,000	-
279-410-530.210	TEMPORARY SERVICES	-	-	-	-	-
279-410-530.500	LEGAL ADVERTISEMENT	9,099	35,000	35,000	35,000	-
279-410-530.501	PUBLIC INFORM PROGRAMS	-	-	-	-	-
279-410-530.600	BUILDING/SAFETY SERVICES	387,666	400,000	400,000	400,000	-
279-410-540.200	SPECIAL EXPENSES	-	-	-	-	-
279-410-580.151	ARPA REIMBURSEMENT	-	-	-	-	-
	SUBTOTAL	721,255	697,110	697,110	701,000	3,890
CAPITAL						
279-410-550.400	OTHER EQUIPMENT	-	-	-	22,000	22,000
	SUBTOTAL	-	-	-	22,000	22,000
COMMUNITY DEVL P FD TOTAL		1,135,684	1,199,457	1,199,457	1,128,180	(71,277)

AMERICAN RESCUE PLAN ACT FUND (285-410)

285-410-530.100	CONTRACT SERVICES	-	-	-	-	-
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285-410-550.300	VEHICLES	33,364			-	-
ARPA FUND TOTAL		0	-	-	-	-
ALL FUNDS TOTAL		1,314,944	1,372,402	1,372,402	1,320,187	(52,215)

Budget Detail Worksheet

Dept: Community Dev.

Program: Planning and Building Adm. - 410

Account No. Line Item	Amended Budget 2025-26	Proposed Budget 2026-27	Description
Fund: 215- Restricted Urban Devlp			
<u>Operations</u>			
560.100 Operating Transfer Out	172,945	192,007	In support of former affordable housing loan program remaining from LRA.
Subtotal	172,945	192,007	
UDAG TOTAL:	172,945	192,007	

Fund: 279 - Community Development

<u>Personnel</u>			
501.100 Salaries - Full-Time	388,564	304,338	Allocated salary cost for Com Dev Director, 2-Assistant Planner and Admin. Asst. II.
501.200 Salaries - Elected/Appointed	6,000	6,000	Stipend of \$50 per member per Commission meeting.
501.400 Salaries - Overtime	5,000	10,000	Provides for overtime for extra time needed to complete the General Plan Update and other special assignments.
501.500 Longevity Award	90	90	Per MOU.
501.600 Auto Allowance	2,340	2,340	Auto Allowance.
505.100 Flexible Benefits	55,452	48,394	Employee health benefits.
505.200 Retirement	38,156	28,673	PERS city contribution and deferred compensation match.
505.300 Medicare Contributions	5,603	4,393	Federal Medicare 1.45% of salary personnel.
505.700 City-Paid Insurance	1,142	952	City provided long-term disability (LTD), employee assistance program (EAP), life insurance, accidental death & dismemberment (AD&D).
Subtotal	502,347	405,180	
<u>Operating costs</u>			
510.100 Office Supplies	6,000	7,500	office supplies, document recording, notary, assessor maps, software licenses (Adobe and Blue Beam).
510.400 Subscriptions/Publications	500	500	Provides for CEQA books, APA and other related books, journals, publications and subscriptions to assist staff and grant writing.
510.600 Staff Development	2,000	2,000	Provides for needed training for CEQA, Map Act, state law changes \$2000, GIS; and supervisor training, planning practices and techniques \$2000.
510.610 Membership/Dues	2,000	2,000	Provides for staff and Commissioner memberships in the APA and other planning organizations.

Budget Detail Worksheet

Dept: Community Dev.

Program: Planning and Building Adm. - 410

Account No.	Line Item	Amended Budget 2025-26	Proposed Budget 2026-27	Description
510.620	Travel/Meetings	2,000	2,000	Provides for attendance at local conferences, local chapter Director's meetings \$2000; American Planning Association conferences, and other related state conferences, lodging, traveling costs, and meetings \$2000.
510.640	Commission Development	2,500	2,500	Provides for Commission requests, travel & training. PC Academy for 1 day.
510.650	Mileage Reimbursement	500	500	Provides reimbursement for use of private vehicle for City business/travel for conferences or trainings.
520.600	Vehicle Maintenance	1,000	1,000	Vehicle maintenance for planning staff use.
520.610	Vehicle Fuel	1,000	1,000	Fuel for planning staff vehicle use.
530.100	Contract Services	174,610	177,000	Subscription and license fees for GIS mapping software. Contract with 4 Leaf for plan check review
530.200	Professional Services	15,000	15,000	CityView software.
530.300	Legal Services	55,000	55,000	Attorney fees.
530.210	Temporary Services	-	-	Provides for filling of positions during sick, vacation and other absences.
530.500	Legal - Advertising	35,000	35,000	Provides for required legal notices for public hearings.
530.600	Building and Safety	400,000	400,000	Provides for contract services for plan checks plus inspections, and additional support staff when needed.
	Subtotal	697,110	701,000	
	<u>Capital costs</u>			
510.200	Other Equipment	-	22,000	Equipment to electronically print and archive planning and engineering drawings.
	Subtotal	-	22,000	
COMM DEV FUND TOTAL		1,199,457	1,128,180	
Fund:	285 - American Rescue Plan Act			
	<u>Capital costs</u>			
530.100	Contract Services	-	-	
550.300	Vehicles	-	-	
ARPA FUND TOTAL		-	-	
ALL FUNDS TOTAL		1,372,402	1,320,187	

DEPARTMENT EXPENDITURES

CDBG - Fund 214

ACCOUNT NUMBER	DESCRIPTION	ACTUAL 2024-25	PROJECTED ACTUAL 2025-26	AMENDED BUDGET 2025-26	ADOPTED BUDGET 2026-27	CHANGE FROM PRIOR YEAR
SENIOR PROGRAMS (214-423)						
<u>PERSONNEL</u>						
214-423-501.100	SALARIES - FULL-TIME	23,824	35,632	35,632	39,645	4,013
214-423-501.300	SALARIES - PART-TIME	-	-	-	-	-
214-423-501.400	SALARIES - OVERTIME	-	-	-	-	-
214-423-501.500	LONGEVITY PAY	-	320	320	320	-
214-423-505.100	FLEXIBLE BENEFIT	9,835	16,132	16,132	16,132	-
214-423-505.200	RETIREMENT	2,064	2,762	2,762	3,070	308
214-423-505.300	MEDICARE CONTRIBUTION	310	503	503	561	58
214-423-505.700	CITY-PAID INSURANCE	227	317	317	317	-
	SUBTOTAL	36,260	55,666	55,666	60,045	4,379
<u>OPERATIONS</u>						
214-423-530.200	PROFESSIONAL SERVICES	7,098	6,000	6,000	7,375	1,375
	SUBTOTAL	7,098	6,000	6,000	7,375	1,375
	SENIOR ACTIVITIES TOTAL	43,358	61,666	61,666	67,420	5,754

CDBG - STREET IMPROVEMENT PROJECTS

CDBG (214-446)

<u>PERSONNEL</u>						
214-446-501.100	SALARIES - FULL-TIME	32,766	33,406	33,406	37,270	3,864
214-446-505.100	FLEXIBLE BENEFIT	5,781	6,049	6,049	6,049	-
214-446-505.200	RETIREMENT	2,967	3,754	3,754	4,180	426
214-446-505.300	MEDICARE CONTRIBUTION	513	485	485	541	56
214-446-505.700	CITY-PAID INSURANCE	79	119	119	119	-
	SUBTOTAL	42,105	43,813	43,813	48,159	4,346
<u>OPERATIONS</u>						
214-446-530.100	CONTRACT SERVICES				16,875	16,875
214-446-530.200	PROFESSIONAL SERVICES				24,445	24,445
	SUBTOTAL	-	-	-	41,320	41,320
<u>CAPITAL</u>						
	SUBTOTAL	-	-	-	-	-
	STREET IMPROV TOTAL	42,105	43,813	43,813	89,479	45,666

ACCOUNT NUMBER	DESCRIPTION	ACTUAL 2024-25	PROJECTED ACTUAL 2025-26	AMENDED BUDGET 2025-26	ADOPTED BUDGET 2026-27	CHANGE FROM PRIOR YEAR
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CDBG - STREET IMPROVEMENT PROJECTS

CDBG (214-445)

<u>PERSONNEL</u>						
214-445-501.100	SALARIES - FULL-TIME		23,696	23,696.00		(23,696)
214-445-505.100	FLEXIBLE BENEFIT		4,033	4,033.00		(4,033)
214-445-505.200	RETIREMENT		2,981	2,981.00		(2,981)
214-445-505.300	MEDICARE CONTRIBUTION		344	344.00		(344)
214-445-505.700	CITY-PAID INSURANCE		79	79.00		(79)
	SUBTOTAL	-	31,133	31,133	-	(31,133)
<u>OPERATIONS</u>						
214-445-530.100	CONTRACT SERVICES		-	-	9,975	9,975
214-445-530.200	PROFESSIONAL SERVICES		-	-		-
	SUBTOTAL	-	-	-	9,975	9,975
<u>CAPITAL</u>						
214-446-700.146	STREET IMPROV 25-26 602748-25		243,000	243,000	243,000	-
	SUBTOTAL	-	243,000	243,000	243,000	-
	STREET IMPROV TOTAL	-	274,133	274,133	252,975	(21,158)

CDBG - STREET IMPROVEMENT PROJECTS

CDBG (214-447)

214-447-530.100	CONTRACT SERVICES				16,875	16,875
214-447-530.200	PROFESSIONAL SERVICES				24,445	24,445
	SUBTOTAL	-	-	-	41,320	41,320
<u>CAPITAL</u>						
214-447-700.146	STREET IMPROV 26-27				279,000	279,000
	SUBTOTAL	0	0	-	279,000	279,000
	STREET IMPROV TOTAL	-	-	-	320,320	320,320
	CDBG FUND TOTAL	85,463	379,612	379,612	730,194	350,582

Budget Detail Worksheet

Account No.	Line Item	Amended Budget 2025-26	Adopted Budget 2026-27	Description
Dept:	Community Development			Program: 423 - Senior Nutrition
Fund:	214 - CDBG Fund			
	Personnel			
501.100	Salaries - Full-Time	35,632	39,645	Salary for Senior Nutrition Specialist for Senior Lunch Program.
501.500	Longevity Pay	320	320	Longevity.
505.100	Flexible Benefit	16,132	16,132	Employee health benefits.
505.200	Retirement	2,762	3,070	PERS city contribution.
505.300	Medicare	503	561	Federal Medicare 1.45% of salary personnel.
505.700	City-Paid Insurance	317	317	City provided long-term disability (LTD), employee assistance program (EAP), life insurance, accidental death & dismemberment (AD&D).
	Subtotal	55,666	60,045	
	Operations			
530.200	Professional Services	6,000	7,375	Admin. Services.
	Subtotal	6,000	7,375	
	PROGRAM TOTAL	61,666	67,420	

Dept:	Community Development			Program: 446 - Street Improvements.
Fund:	214 - CDBG Fund			
	Operations			
501.100	Salaries - Full-Time	33,406	37,270	
505.100	Flexible Benefit	6,049	6,049	
505.200	Retirement	3,754	4,180	
505.300	Medicare	485	541	
505.700	City-Paid Insurance	119	119	
530.100	CONTRACT SERVICES	-	16,875	
530.200	PROFESSIONAL SERVICES	-	24,445	
	Subtotal	43,813	89,479	
	Capital			
700.146	Street Improvement 25-26	243,000	243,000	FY 2025-26 Approved Projects.
	Subtotal	243,000	243,000	
	PROGRAM TOTAL	286,813	332,479	

Dept:	Community Development			Program: 445 - Street Improvements.
Fund:	214 - CDBG Fund			
530.100	Contract Services		9,975	

Budget Detail Worksheet

Account No.	Line Item	Amended Budget 2025-26	Adopted Budget 2026-27	Description
PROGRAM TOTAL		-	9,975	
Dept:	Community Development			Program: 447 - Street Improvements.
Fund:	214 - CDBG Fund			
530.100	CONTRACT SERVICES	-	16,875	
530.200	PROFESSIONAL SERVICES	-	24,445	
	Subtotal	-	41,320	
	Capital			
700.146	Street Improvement 26-27	-	279,000	FY 2026-27 Approved Projects.
	Subtotal	-	279,000	
PROGRAM TOTAL		-	320,320	
				445 - Street Improvements.
501.100	Salaries - Full-Time	23,696	-	
505.100	Flexible Benefit	4,033	-	
505.200	Retirement	2,981	-	
505.300	Medicare	344	-	
505.700	City-Paid Insurance	79	-	
	Subtotal	31,133		
CDBG FUND TOTAL		379,612	730,194	

* DEPARTMENT EXPENDITURES

LAWNDALE HOUSING AUTHORITY- 610

LAWNDALE HOUSING AUTHORITY (300-610)

ACCOUNT NUMBER	DESCRIPTION	ACTUAL 2024-25	PROJECTED ACTUAL 2025-26	AMENDED BUDGET 2025-26	ADOPTED BUDGET 2026-27	CHANGE FROM PRIOR YEAR
<u>PERSONNEL</u>						
300-610-501.100	SALARIES - FULL-TIME	101,731	121,095	121,095	131,116	10,021
300-610-501.400	SALARIES - OVERTIME	2,519	-	-	-	-
300-610-501.500	LONGEVITY AWARD	20	58	58	58	-
300-610-501.600	AUTO ALLOWANCE	488	975	975	975	-
300-610-501.900	MANDATORY LEAVE	-	-	-	-	-
300-610-505.100	FLEXIBLE BENEFITS	15,405	21,173	21,173	21,173	-
300-610-505.200	RETIREMENT	8,353	11,709	11,709	12,488	779
300-610-505.300	MEDICARE CONTRIBUTION	1,528	1,747	1,747	1,893	146
300-610-505.700	CITY-PAID INSURANCE	379	416	416	416	-
	SUBTOTAL	130,422	157,173	157,173	168,119	10,946
<u>OPERATIONS</u>						
300-610-510.100	OFFICE SUPPLIES	-	500	500	500	-
300-610-510.200	REPROGRAPHICS	-	250	250	250	-
300-610-510.300	POSTAGE	-	250	250	250	-
300-610-530.100	CONTRACT SERVICES	48,744	4,100	4,100	4,100	-
300-610-530.200	PROFESSIONAL SERVICES	-	100	100	100	-
300-610-540.200	SPECIAL EXPENSES	-	100	100	100	-
	SUBTOTAL	48,744	5,300	5,300	5,300	-
HOUSING AUTHORITY TOTAL		179,167	162,473	162,473	173,419	10,946

Budget Detail Worksheet

Dept: Redevelopment

Program: Housing Authority - 610

Account No.	Line Item	Amended Budget 2025-26	Adopted Budget 2026-27	Description
Fund:	300 - Lawndale Housing Authority			
	<u>Personnel</u>			
501.100	Salaries - Full-Time	121,095	131,116	Community Development Director, CD Manager, Associate Planner and Admin. Assistant II, Accounting/Payroll Specialist.
501.500	Longevity	58	58	Longevity Benefit.
501.600	Auto Allowance	975	975	Auto Allowance
505.100	Flexible Benefits	21,173	21,173	Employee health benefits
505.200	Retirement	11,709	12,488	PERS city contribution and deferred compensation match.
505.300	Medicare Contributions	1,747	1,893	Federal Medicare 1.45% of salary personnel.
505.700	City-Paid Insurance	416	416	City provided long-term disability (LTD), employee assistance program (EAP), life insurance, accidental death & dismemberment (AD&D).
	Subtotal	157,173	168,119	
	<u>Operations</u>			
510.100	Office Supplies	500	500	Miscellaneous supplies related to Housing programs on behalf of RDA.
510.200	Reprographics	250	250	Provides for reproduction of documents, maps and exhibits.
510.300	Postage	250	250	Provides for the required mailing of notices and information related to Housing programs.
510.400	Subscriptions	-	-	Provides for affordable housing related books, journals and subscriptions; request based upon historical usage.
530.100	Contract Services	4,100	4,100	Annual Audit (\$4,100).
530.200	Professional Services	100	100	Ameri National loan fees.
540.200	Special Expenses	100	100	Provides for funds to cover unexpected costs from Executive Director, Attorney or Housing Authority initiated projects; request based upon anticipated costs.
	Subtotal	5,300	5,300	
PROGRAM TOTAL		162,473	173,419	

DEPARTMENT EXPENDITURES

CITY ATTORNEY - 120

SUCCESSOR AGENCY - REDEVELOPMENT FUND (304-120)

ACCOUNT NUMBER	DESCRIPTION	ACTUAL 2024-25	PROJECTED ACTUAL 2025-26	AMENDED BUDGET 2025-26	ADOPTED BUDGET 2026-27	CHANGE FROM PRIOR YEAR
OPERATIONS						
304-120-530.320	LITIGATION	-	-	1,000	1,000	-
	SUBTOTAL	-	-	1,000	1,000	-
CITY ATTORNEY TOTAL		-	-	1,000	1,000	-

LRA ADMINISTRATION - 610

SUCCESSOR AGENCY - REDEVELOPMENT FUND (304-610)

PERSONNEL						
304-610-501.100	SALARIES - FULL-TIME	63,157	74,975	74,975	81,255	6,280
304-610-501.400	SALARIES - OVERTIME	1,511	-	-	-	-
304-610-501.500	LONGEVITY AWARD	25	47	47	47	-
304-610-501.600	AUTO ALLOWANCE	293	585	585	585	-
304-610-505.100	FLEXIBLE BENEFITS	9,858	13,308	13,308	13,308	-
304-610-505.200	RETIREMENT	5,440	7,317	7,317	7,817	500
304-610-505.300	MEDICARE CONTRIBUTION	950	1,082	1,082	1,173	91
304-610-505.700	CITY-PAID INSURANCE	246	262	262	262	-
	SUBTOTAL	81,481	97,576	97,576	104,447	6,871
OPERATIONS						
304-610-530.100	CONTRACT SERVICES	31,497	9,500	9,500	9,500	-
	SUBTOTAL	31,497	9,500	9,500	9,500	-
LRA ADMIN. TOTAL		112,978	107,076	107,076	113,947	6,871
LRA FUND TOTAL		112,978	107,076	108,076	114,947	6,871

DEBT SERVICE 610

SUCCESSOR AGENCY - LRA DEBT SERVICE FUND (305-610)

OPERATIONS						
305-610-545.100	DEBT SERVICE PAYMENTS	-	494,957	494,957	527,262	32,305
305-610-545.400	INTEREST EXPENSE	1,086,129	912,876	912,876	886,580	(26,296)
305-610-545.210	LRA REIMBURSEMENT	-	1,695,538	1,695,538	1,882,424	186,886
305-610-590.101	BOND DISCOUNT	4,234	-	-	4,234	4,234
	SUBTOTAL	1,090,363	3,103,371	3,103,371	3,300,500	197,129
DEBT SERVICE FUND TOTAL		1,090,363	3,103,371	3,103,371	3,300,500	197,129

DISBURSEMENT FUND 610

SUCCESSOR AGENCY - DISBURSEMENT FUND (306-610)

OPERATIONS						
306-610-560.100	OPERATING TRANSFER	3,393,265	3,303,701	3,303,071	3,500,500	197,429
	SUBTOTAL	3,393,265	3,303,701	3,303,071	3,500,500	197,429
DISBURSEMENT FUND TOTAL		3,393,265	3,303,701	3,303,071	3,500,500	197,429

Budget Detail Worksheet

Account No.	Line Item	Amended Budget 2025-26	Adopted Budget 2026-27	Description
Dept:	Redevelopment			Program: City Attorney - 120
Fund:	304 - Successor Agency - Redevelopment			
	<u>Operations</u>			
530.320	Legal Services - Litigation	1,000	1,000	Legal services for LRA.
	Subtotal	<u>1,000</u>	<u>1,000</u>	
	PROGRAM TOTAL	<u>1,000</u>	<u>1,000</u>	

Dept:	Redevelopment			Program: 610 - LRA Administration
Fund:	304 - Successor Agency - Redevelopment			
	<u>Personnel</u>			
501.100	Salaries - Full-Time	74,975	81,255	Salaries for all employees charged to Successor Agency (Community Development and Finance).
501.500	Longevity Award	47	47	Per MOU.
501.600	Auto Allowance	585	585	Allocation of auto allowance Community Development Director.
505.100	Flexible Benefits	13,308	13,308	Employee health benefits.
505.200	Retirement	7,317	7,817	Retirement contribution for PERS.
505.300	Medicare Contributions	1,082	1,173	1.45% of salary personnel.
505.700	City-Paid Insurance	262	262	LTD, EAP, Life Insurance, ADD.
	Subtotal	<u>97,576</u>	<u>104,447</u>	
	<u>Operations</u>			
530.100	Contract Services	9,500	9,500	Annual redevelopment agency audit required by state law \$4,500, SEC Disclosures \$5,000 and other debt service administration fees.
	Subtotal	<u>9,500</u>	<u>9,500</u>	
	PROGRAM TOTAL	<u>107,076</u>	<u>113,947</u>	

Budget Detail Worksheet

Account No.	Line Item	Amended Budget 2025-26	Adopted Budget 2026-27	Description
Dept:	Redevelopment			Program: Debt Service - 610
Fund:	305 - Successor Agency - Debt Service			
	<u>Operations</u>			
545.100	Debt Service Payments	494,957	527,262	Principal payment for 2009 Tax Allocation Bonds \$430,000 and California Infrastructure and Economic Development Bank loan for Hawthorne Blvd. project \$97,262.
545.400	Interest Expense	912,876	886,580	Interest payment for 2009 Tax Allocation Bonds \$865,975 and California Infrastructure and Economic Development Bank loan for Hawthorne Blvd. project \$20,605.
545.210	LRA Reimbursement	1,695,538	1,882,424	Reimbursement of advances from the City of Lawndale for 2000 & 2001 cooperative agreements/ loans.
590.101	Bond Discount	-	4,234	Bond Discount
PROGRAM TOTAL		3,103,371	3,300,500	

Dept:	Redevelopment			Program: Debt Service - 610
Fund:	306 - Successor Agency - Disbursement Fund			
	<u>Operations</u>			
560.100	Operating Transfer Out	3,303,071	3,500,500	Tax Incremental Revenue approved by DOF will be receipted in Fund 306 Successor Agency Disbursement Fund for payment of City loans, debt service of 2009 Tax Allocation Bond, California Infrastructure and Economic Development Bank loan for Hawthorne Blvd. project and reimburse City for administrative costs \$200,000, net of prior period adjustments.
PROGRAM TOTAL		3,303,071	3,500,500	

DEPARTMENT EXPENDITURES

COMMUNITY SERVICES PROGRAMS - 510

GENERAL FUND (100-510)

ACCOUNT NUMBER	DESCRIPTION	ACTUAL 2024-25	PROJECTED ACTUAL 2025-26	AMENDED BUDGET 2025-26	ADOPTED BUDGET 2026-27	CHANGE FROM PRIOR YEAR
OPERATIONS						
100-510-530.100	CONTRACT SERVICES	155,252	161,936	161,936	165,000	3,064
100-510-540.200	SPECIAL EXPENSES	25	-	-	-	-
	SUBTOTAL	155,277	161,936	161,936	165,000	3,064
GENERAL FUND TOTAL		155,277	161,936	161,936	165,000	3,064

COMMUNITY SERVICES PROGRAMS - 510

PROP A FUND (206-510)

PERSONNEL						
206-510-501.100	SALARIES - FULL-TIME	86,518	85,840	85,840	103,305	17,465
206-510-501.300	SALARIES - PART-TIME	-	-	-	-	-
206-510-501.400	SALARIES - OVERTIME	686	-	-	500	500
206-510-501.500	LONGEVITY AWARD	75	45	45	76	31
206-510-501.600	AUTO ALLOWANCE	967	1,092	1,092	1,092	-
206-510-505.100	FLEXIBLE BENEFIT	16,387	15,729	15,729	17,543	1,814
206-510-505.200	RETIREMENT	10,664	11,185	11,185	13,084	1,899
206-510-505.300	MEDICARE CONTRIBUTION	1,437.48	1,612	1,612	1,491	(121)
206-510-505.700	CITY-PAID INSURANCE	98	350	350	386	36
	SUBTOTAL	116,832	115,853	115,853	137,477	21,624

PERSONNEL						
206-540-501.100	SALARIES - FULL-TIME	51,710	62,053	62,053	69,230	7,177
206-540-501.300	SALARIES - PART-TIME	27,895	25,771	25,771	28,752	2,981
206-540-501.400	SALARIES - OVERTIME	1,053	-	-	-	-
206-540-501.500	LONGEVITY AWARD	360	400	400	400	-
206-540-501.600	AUTO ALLOWANCE	-	-	-	-	-
206-540-505.100	FLEXIBLE BENEFIT	10,939	20,164	20,164	20,164	-
206-540-505.200	RETIREMENT	6,557	7,806	7,806	8,695	889
206-540-505.300	MEDICARE CONTRIBUTION	1,272	900	900	1,421	521
206-540-505.700	CITY-PAID INSURANCE	337	397	397	397	-
	SUBTOTAL	100,122	117,491	117,491	129,059	11,568

OPERATIONS						
206-540-510.200	REPROGRAPHICS	-	3,000	3,000	3,000	-
206-540-520.600	VEHICLE MAINTENANCE	2,874	6,000	6,000	6,000	-
206-540-520.610	VEHICLE FUEL	6,461	9,000	9,000	9,000	-
206-540-530.100	CONTRACT SERVICES	635,198	840,050	840,050	840,050	-
206-540-540.200	SPECIAL EXPENSES	-	6,000	6,000	6,000	-
206-540-550.300	VEHICLES	-	-	-	-	-
	SUBTOTAL	644,532	864,050	864,050	864,050	-

PROP A FUNDS TOTAL		861,487	1,097,394	1,097,394	1,130,586	33,192
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ACCOUNT NUMBER	DESCRIPTION	ACTUAL 2024-25	PROJECTED ACTUAL 2025-26	AMENDED BUDGET 2025-26	ADOPTED BUDGET 2026-27	CHANGE FROM PRIOR YEAR
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COMMUNITY SERVICES PROGRAMS - 510

RECREATION FUND (277-510)

PERSONNEL						
277-510-501.100	SALARIES - FULL-TIME	250,301	315,793	315,793	352,198	36,405
277-510-501.200	SALARIES - CC /APPOINTED	3,100	6,000	6,000	3,000	(3,000)
277-510-501.300	SALARIES - PART-TIME	161,937	394,064	394,064	449,931	55,867
277-510-501.400	SALARIES-OVERTIME	3,639	4,000	4,000	4,000	-
277-510-501.500	LONGEVITY PAY	545	185	185	185	-
277-510-501.600	AUTO ALLOWANCE	2,454	2,418	2,418	2,418	-
277-510-501.900	MANDATORY LEAVE	-	-	-	-	-
277-510-505.100	FLEXIBLE BENEFIT	49,008	66,946	66,946	66,946	-
277-510-505.200	RETIREMENT	24,375	37,470	37,470	38,111	641
277-510-505.300	MEDICARE CONTRIBUTION	6,297	10,273	10,273	11,611	1,338
277-510-505.700	CITY-PAID INSURANCE	1,087	1,408	1,408	1,408	-
	SUBTOTAL	502,743	838,557	838,557	929,808	91,251
OPERATIONS						
277-510-510.100	OFFICE SUPPLIES	5,730	10,000	10,000	10,000	-
277-510-510.200	REPROGRAPHICS	13,147	32,480	32,480	32,480	-
277-510-510.300	POSTAGE	4,987	7,800	7,800	7,800	-
277-510-510.400	SUBSCRIPTIONS/PUBLICATIONS	0	-	-	-	-
277-510-510.610	MEMERSHIP/DUES	1,633	1,000	1,000	1,000	-
277-510-510.620	TRAVEL/MEETINGS	2,709	4,000	4,000	4,000	-
277-510-510.500	UNIFORMS	1,000	1,250	1,250	1,250	-
277-510-510.640	COMMISSION DEVELOPMENT	-	500	500	500	-
277-510-510.650	MILEAGE REIMBURSEMENT	-	1,000	1,000	-	(1,000)
277-510-515.100	TELECOMMUNICATIONS	-	-	-	-	-
277-510-515.300	NATURAL GAS	-	400	400	400	-
277-510-515.400	WATER	12,090	12,600	12,600	12,600	-
277-510-520.510	EQUIPMENT MAINT.	17,622	12,000	12,000	12,000	-
277-540-520.600	VEHICLE MAINTENANCE	-	5,000	5,000	5,000	-
277-540-520.610	VEHICLE FUEL	-	1,500	1,500	2,000	500
277-510-530.100	CONTRACT SERVICES	119,321	105,750	105,750	140,000	34,250
277-510-540.100	COMMUNITY EVENTS	553	-	-	-	-
277-510-540.120	RECREATION ACTIVITIES	7,714	10,000	10,000	10,000	-
277-510-540.200	SPECIAL EXPENSES	15,914	5,000	5,000	5,000	-
277-510-580.151	ARPA REIMBURSEMENT	-	-	-	-	-
277-510-560.100	OPERATING TRS OUT	-	-	-	-	-
	SUBTOTAL	202,418	210,280	210,280	244,030	33,750
	RECREATION PROGRAMS	705,160	1,048,837	1,048,837	1,173,838	125,001

COMMUNITY SERVICES PROGRAMS - 510

SENIOR ACTIVITIES FUND (278-510)

PERSONNEL						
278-510-501.100	SALARIES - FULL-TIME	25,132	17,121	17,121	19,102	1,981
278-510-501.300	SALARIES - PART-TIME	-	-	-	-	-
278-510-501.400	SALARIES-OVERTIME	-	-	-	-	-
278-510-501.500	LONGEVITY PAY	-	-	-	-	-
278-510-501.600	AUTO ALLOWANCE	479	390	390	390	-
278-510-505.100	FLEXIBLE BENEFIT	4,099	2,017	2,017	2,017	-
278-510-505.200	RETIREMENT	3,452	2,929	2,929	3,174	245
278-510-505.300	MEDICARE CONTRIBUTION	391	248	248	277	29
278-510-505.700	CITY-PAID INSURANCE	110	55	55	54	-
	SUBTOTAL	33,663	22,760	22,760	25,014	2,255
OPERATIONS						
278-510-530.100	CONTRACT SERVICES	21,549	38,200	38,200	38,200	-
278-510-540.410	SENIOR ACTIVITIES	19,221	19,000	19,000	20,000	1,000

ACCOUNT NUMBER	DESCRIPTION	ACTUAL 2024-25	PROJECTED ACTUAL 2025-26	AMENDED BUDGET 2025-26	ADOPTED BUDGET 2026-27	CHANGE FROM PRIOR YEAR
278-510-540.411	SENIOR TRAVEL SUPPORT	21,000	21,000	21,000	21,000	-
	SUBTOTAL	61,769	78,200	78,200	79,200	1,000
	SENIOR PROGRAMS	95,432	100,960	100,960	104,214	3,255

ACCOUNT NUMBER	DESCRIPTION	ACTUAL 2024-25	PROJECTED ACTUAL 2025-26	AMENDED BUDGET 2025-26	ADOPTED BUDGET 2026-27	CHANGE FROM PRIOR YEAR
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COMMUNITY SERVICES PROGRAMS - 510

MEASURE A PARKS PROJECT (281-510)

<u>CAPITAL</u>						
281-510-580.200	MEAS A COMM-BASED CAT1	-	597,124	597,124	597,124	-
281-510-580.210	MEAS A NEIGH PKS CAT2	-	443,498	443,498	443,498	-
281-510-580.211	Measure A TAP Funding	74,470	285,000	285,000	285,000	-
281-510-580.220	MAINTENANCE & SERVICING	-	100,000	100,000	100,000	-
SUBTOTAL		74,470	1,425,622	1,425,622	1,425,622	-
MEASURE A TOTAL		74,470	1,425,622	1,425,622	1,425,622	-

COMMUNITY SERVICES PROGRAMS - 510

Prop 68 2018 Parks Bond Act(287-510)

<u>Operations</u>						
287-510-580.230	18-19-058 19/20 LCC Sec Camera	-	-	-	-	-
287-510-580.231	18-19-059 18/19 LCC Sec Camera	-	-	-	-	-
287-510-580.232	18-19-060 Hopper Park Camera	-	-	-	-	-
287-510-580.233	18-19-062 Rudolph Park Camera	-	-	-	-	-
287-510-580.234	18-19-063 Hogan Park Camera	-	-	-	-	-
SUBTOTAL		-	-	-	-	-
MEASURE A TOTAL		-	-	-	-	-

COMMUNITY SERVICES PROGRAMS - 510

YOUTH DEVELOPMENT CENTER-FED GRANT PROJECT (253-510)

<u>CAPITAL</u>						
253-510-700.287	YOUTH DEVELOPMENT CENTER	-	4,000,000	4,000,000	4,000,000	-
SUBTOTAL		-	4,000,000	4,000,000	4,000,000	-
FEDERAL GRANTS TOTAL		-	4,000,000	4,000,000	4,000,000	-
ALL FUNDS TOTAL		1,891,826	7,834,749	7,834,749	7,999,260	164,512

Budget Detail Worksheet

Account No.	Line Item	Amended Budget 2025-26	Adopted Budget 2026-27	Description
Dept:	Community Services			
Fund:	100 - General Fund			
	Program:			Community Services -510.
	Operations			
530.100	Contract Services	161,936	165,000	Funding for school crossing guard program for academic year 2026-27 for eight approved school sites. Increase (10,744) due to second year of two-year agreement.
GENERAL FUND TOTAL:		161,936	165,000	

Dept:	Community Services			
Fund:	206 - Prop A			
	Program:			Community Services -510.
	Personnel			
501.100	Salaries-Full-Time	85,840	103,305	Full salary for Special Transit Operator and partial salary allocations for Director of Community Services, Administrative Assistant II, and Recreation Coordinator (VACANT).
501.300	Salaries-Part-Time	-	-	
501.400	Salaries-Overtime	-	500	Community Services Department overtime. Line item reduced (\$5,000) due to reduced special event programs and overtime opportunities.
501.500	Longevity Award	45	76	Per MOU.
501.600	Auto Allowance	1,092	1,092	Auto Allowance.
505.100	Flexible Benefits	15,729	17,543	Employee health benefits (Dpts 510 & 540).
505.200	Retirement	11,185	13,084	PERS City portion and Deferred Compensation Match.
505.300	Medicare Contribution	1,612	1,491	Federal Medicare 1.45% of salary.
505.700	City-Paid Insurance	350	386	City provided long-term disability (LTD), employee assistance program (EAP), life insurance, and accidental death & dismemberment (AD&D).
	Subtotal	115,853	137,477	

Transit Services- 540

	Personnel			
501.100	Salaries-Full-Time	62,053	69,230	Full salary for Special Transit Operator
501.300	Salaries-Part-Time	25,771	28,752	Salary for part-time transit driver for meals on wheels meal delivery, senior special transit program, back-up driver for essential transportation services. Position is limited to fewer than 1,000 per year.
501.400	Salaries-Overtime	-	-	
501.500	Longevity Award	400	400	Per MOU.
501.600	Auto Allowance	-	-	Auto Allowance.
505.100	Flexible Benefits	20,164	20,164	Employee health benefits (Dept 540).
505.200	Retirement	7,806	8,695	PERS City portion and Deferred Compensation Match.
505.300	Medicare Contribution	900	1,421	Federal Medicare 1.45% of salary.

Budget Detail Worksheet

Account No.	Line Item	Amended Budget 2025-26	Adopted Budget 2026-27	Description
505.700	City-Paid Insurance	397	397	City provided long-term disability (LTD), employee assistance program (EAP), life insurance, and accidental death & dismemberment (AD&D).
	Subtotal	117,491	129,059	
	Operations			
			Program:	Community Services - Transit -540.
510.200	Reprographics	3,000	3,000	Marketing, advertising, and outreach materials for the Lawndale Beat and Lawndale Special Transit transportation service.
520.600	Vehicle Maintenance	6,000	6,000	Maintenance and unforeseen repair costs for four vehicles: Ford Van, Toyota RAV4 and two Special Transit vehicles.
520.610	Vehicle Fuel	9,000	9,000	Vehicle fuel for four department vehicles including two special transit buses. Increase (1,000) due to potential rise in gasoline prices in FY 2024-25.
530.100	Contract Services	840,050	840,050	Operator costs for contract services agreement for the Lawndale Beat Fixed-Route transportation service. Increase (108,050) and for GTFS maintenance and hosting (\$5,000) for FY 2024-25. Overall increase (113,050) due to increased hourly operator costs and GTFS maintenance and hosting services for the Lawndale Beat Fixed-route transportation service.
540.200	Special Expenses	6,000	6,000	Prop A eligible expenses related to Lawndale Beat Fixed-Route Transportation Service and Lawndale Special Transit program. No increase to line item.
550.300	Vehicles	-	-	Special transit bus.
	Subtotal	864,050	864,050	
PROP A TOTAL:		1,097,394	1,130,586	

Budget Detail Worksheet

Account No.	Line Item	Amended Budget 2025-26	Adopted Budget 2026-27	Description
Dept:	Community Services			
Fund:	277 - Recreation Programs			
				Program: Recreation Programs.
	<u>Personnel</u>			
501.100	Salaries-Full-Time	315,793	352,198	Allocation of salaries for Director of Community Services, Administrative Assistant II, Senior Nutrition Specialist, and Recreation Coordinator (VACANT).
501.200	Salaries-Elected/Appointed	6,000	3,000	Parks, Recreation and Social Services Commission member stipends. Five (5) members x \$50 per meeting x 12 meetings.
501.300	Salaries-Part-Time	394,064	449,931	Salaries for part-time recreation staff for community center supervision, park supervision and special event program supervision, setup and breakdown activities. Increase due to potentially returning the facility reservation program at the 75% level, September 1, 2024 - June 30, 2025. Park supervision program will remain a roving system at which one employee supervises all six parks on a rotational basis. Increase (84,860) due to potential return of facility reservation program at the 75% level and reopening to community center on Saturdays from 10:00 am to 2:00 pm.
501.400	Salaries-Overtime	4,000	4,000	Overtime for full-time staff on an as needed basis and for weekend and evening special event programs. No increase.
501.500	Longevity Pay	185	185	Per MOU.
501.600	Auto Allowance	2,418	2,418	Auto Allowance.
505.100	Flexible Benefits	66,946	66,946	Employee health benefits.
505.200	Retirement	37,470	38,111	PERS City portion and Deferred Compensation Match.
505.300	Medicare Contribution	10,273	11,611	Federal Medicare 1.45% of salary.
505.700	City-Paid Insurance	1,408	1,408	City provided long-term disability (LTD), employee assistance program (EAP), life insurance, and accidental death & dismemberment (AD&D).
	Subtotal	838,557	929,808	
	<u>Operations</u>			
510.100	Office Supplies	10,000	10,000	Purchasing of equipment and supplies for community center reception desk and community services department employee office needs.
510.200	Reprographics	32,480	32,480	Funding for two issues of Lawndalian City newsletter (25,000). Increase due to rising production costs for elements such as labor, paper and printing supplies. In addition, there are two smaller Recreation Guides that are designed and published in house for the other two seasons (\$2,500). Funding to replace worn out special event banners (5,000).

Budget Detail Worksheet

Account No.	Line Item	Amended Budget 2025-26	Adopted Budget 2026-27	Description
510.300	Postage	7,800	7,800	Postage costs for US Mail distribution of two city newsletter mailings plus one youth day parade notification mailer to all Lawndale resident and business addresses (7,500). Annual permit for reduced bulk mail fees (300).
510.610	MEMERSHIP/DUES	1,000	1,000	CPRS and NRPA will suport staff training and development as well access grants
510.620	TRAVEL/MEETINGS	4,000	4,000	CPRS and NRPA Conferences and Local District training for CPRS District 9. Also Acces to WILS
510.500	Uniforms	1,250	1,250	Uniforms for part-time senior services and parks and recreation staff. Decrease (1,250) due to recent purchase of staff uniforms in March 2024 for part-time employees.
510.640	Commission Development.	500	500	Funds for Parks, Recreation and Social Services Commission (PRSSC) member apparel. Increase (100) due to rising costs.
510.650	Mileage Reimb.	1,000	-	Mileage for parks and recreation staff performing roving park supervision and facility opening and closing tasks. Funds increased due to operational change utilizing roving staff as opposed to onsite park supervision. Increase (300) due to potential rising gasoline costs. Funds available upon staff request.
515.300	Natural Gas	400	400	Utility costs for gas-powered elements for the Lawndale Community Center usage.
515.400	Water	12,600	12,600	Water services for the Lawndale Community Center. No increase; however, City expects water usage to increase due to increasing activites at the community center such as potential return of facility reservation program, opening on Saturdays and potential water rate increases.
520.510	Equipment Maintenance	12,000	12,000	Maintenance and equipment replacement for the Lawndale Community Center fitness room and unanticipated repair items for other community center elements such as office machines, room elements and other necessary repair items (\$5,000). Funding for replacement and repair of park playground equipment (7,000).
520.600	VEHICLE MAINTENANCE	5,000	5,000	Routine and occasional maintenance costs for the Mobile Recreation Van and the CSD Rav4.

Budget Detail Worksheet

Account No.	Line Item	Amended Budget 2025-26	Adopted Budget 2026-27	Description
540.411	Senior Travel	21,000	21,000	Senior travel club support.
	Subtotal	78,200	79,200	
SENIOR PROGRAMS TOTAL		100,960	104,214	
Dept:	Community Services			Program: Measure A Parks Program.
Fund:	281 - Measure A			
	Capital			
580.200	Meas A Comm-Based Cat1	597,124	597,124	Restricted capital improvement funds reserved for Lawndale Youth Development Center project. Available on a reimbursement basis. Restricted funding is available for use on recreation based projects only such as LYDC skate park and passive recreation space.
580.210	Meas A Comm-Based Cat2	443,498	443,498	Restricted capital improvement funds reserved for Lawndale Youth Development Center project. Available on a reimbursement basis. Restricted funding is available for use on recreation based projects only such as LYDC skate park and passive recreation space.
580.211	Measure A TAP Funding	285,000	285,000	Los Angeles County Technical Assistance Program (TAP). Restricted funding for Lawndale Youth Development Center project pre-construction costs. Funding must be used prior to December 2025. An unknown amount may or may not be used in FY 2026-27.
580.220	Maintenance & Servicing	100,000	100,000	Restricted capital improvement funding to be used on maintenence and servicing costs for Los Angeles County funded projects such as Lawndale Community Center.
	Subtotal	1,425,622	1,425,622	
MEASURE A TOTAL		1,425,622	1,425,622	
Dept:	Community Services			Program: Federal Grants.
Fund:	253 - Federal Grants (Other)			
	Capital			
700.287	Youth Development Center	4,000,000	4,000,000	Restricted grant funding available on a reimbursement basis to be used exclusively on Lawndale Youth Development Center project building element only.
	Subtotal	4,000,000	4,000,000	
FEDERAL GRANTS (OTHER) TOTAL		4,000,000	4,000,000	
ALL FUNDS TOTAL		7,834,749	7,999,260	

DEPARTMENT EXPENDITURES

SPECIAL EVENTS - 550

GENERAL FUND (100-550)

ACCOUNT NUMBER	DESCRIPTION	ACTUAL 2024-25	PROJECTED ACTUAL 2025-26	AMENDED BUDGET 2025-26	ADOPTED BUDGET 2026-27	CHANGE FROM PRIOR YEAR
OPERATIONS						
100-550-540.720	ANGEL TREE LIGHTING	24,853	28,572	28,572	35,000	6,428
100-550-540.725	BLUES FESTIVAL	12,219	13,184	13,184	13,100	(84)
100-550-540.726	MUSIC FESTIVAL	14,038	13,100	13,100	13,100	-
100-550-540.730	COMMUNITY BIKE EVENT	-	-	-	-	-
100-550-540.735	EASTER EGG HUNT	10,148	11,500	11,500	12,000	500
100-550-540.740	FIELD OF HONOR	0	-	-	-	-
100-550-540.745	HALLOWEEN HAUNT	9,991	10,333	10,333	12,000	1,667
100-550-540.750	HEALTH, SAFETY AND PET FAIR	8,207	12,300	12,300	12,000	(300)
100-550-540.755	MEMORIAL DAY EVENT	4,148	4,000	4,000	4,000	-
100-550-540.761	NEIGHBORHOOD WATCH	-	-	-	-	-
100-550-540.763	PUBLIC SAFETY OUTREACH	0	-	-	-	-
100-550-540.775	YOUTH DAY PARADE	26,915	61,400	61,400	61,400	-
100-550-540.780	YOUTH IN GOVERNMENT DAY	720	3,000	3,000	3,000	-
100-550-540.781	HISPANIC HERITAGE FESTIVAL	-	11,083	11,083	13,100	2,017
SUBTOTAL		111,237	168,473	168,473	178,700	10,227
GENERAL FUND TOTAL		111,237	168,473	168,473	178,700	10,227

Budget Detail Worksheet

Account No.	Line Item	Amended Budget 2025-26	Adopted Budget 2026-27	Description
Dept:	Special Events and Contributions			Program: Special Events/ Contributions - 550.
Fund:	100 - General Fund			
	<u>Operations</u>			
540.720	Angel Tree Lighting Event	28,572	35,000	The Angel Tree Event features a synthetic skating rink, snow sled run, a snow play area, and a trackless train (\$18,000). In addition vendors provide free face painting and caricatures (\$3,000). Equipment rentals include portable lights, crowd control fencing, and portable restrooms/sinks (\$2,000). Lights and decorations for the Angel Tree are also installed by a vendor for the month (\$6,000), with additional funds for decorations, advertising, and equipment.
540.725	Blues Festival	13,184	13,100	The Blues Festival budget is primarily for the bands and sound system (\$12,000) with some rental equipment, marketing material, and marketing and advertising materials (\$1,100).
540.726	Music Festival	13,100	13,100	The Spring Music Festival budget is primarily for the bands and sound system (\$12,000) with some rental equipment, marketing material, and advertising materials (\$1,100).
540.735	Egg Hunt	11,500	12,000	The Egg Hunt budget is primarily for the candy filled eggs (\$4,000), along with face painters and train rides (\$3,000) for the families to enjoy. Other expenses include a DJ, arts and crafts booth, golden egg baskets, marketing expenses and decorations (\$5,000).
540.745	Halloween Haunt	10,333	12,000	The Halloween Haunt budget is broken down between a stage performer and DJ (\$3,000), along with candy for the Trick or Treat Trail and the costume parade (\$1,000), vendors for face painting and caricatures (\$2,000), rental equipment including light towers and restrooms (\$2,000), and supplies for the haunted maze, arts and crafts, and pumpking decorating booth (\$4,000).

Budget Detail Worksheet

<u>Account No.</u>	<u>Line Item</u>	<u>Amended Budget 2025-26</u>	<u>Adopted Budget 2026-27</u>	<u>Description</u>
540.750	Health, Safety and Pet Fair	12,300	12,000	The Family and Pet Health Fair Budget is used for rental equipment (\$5,000), activities for participants, and a DJ. This includes games, crafts, mini golf, and other healthy amusements. Other expenses include marketing materials, health screening services, and decorations (\$5,000).
540.755	Memorial Day Event	4,000	4,000	The Memorial Day Remembrance event budget provides for light refreshments, a DJ, live musician, decorative flowers and a wreath, and the Memorial Day Remembrance gift for all attendees.
540.761	Neighborhood Watch			
540.763	Public Safety Outreach			
540.775	Youth Day Parade	61,400	61,400	The Youth Day Parade budget covers the costs of public safety (LASD \$40,000), along with videography (\$8,000) for the cable tv presentation. Additional rental equipment includes convertibles for the council, portable restrooms, and tables and chairs. Additional costs for refreshments for parade participants, the announcers, marketing materials, signage, and other parade necessities (\$12,000).
540.780	Youth In Government Day	3,000	3,000	The Youth Day Parade budget provides for breakfast and lunch for all participants, awards for students, decorations, marketing materials, and an activity.
540.781	540.781 Hispanic Heritage Festival	11,083	13,100	The Hispanic Heritage Festival includes the rental of equipment, sound engineer, stage decorations, and other festival related supplies. Given the sponsorship program the budget may vary year to year based on donations.

GENERAL FUND TOTAL:	168,473	178,700
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ATTACHMENT C

<u>Code</u>	<u>Description</u>	<u>Carryover</u>	<u>FY 26/27</u>	<u>FY 27/28</u>	<u>FY 28/29</u>	<u>FY 29/30</u>	<u>Details</u>
<u>STREET IMPROVEMENT PROJECTS</u>							
#1	FY24/25 Street Improvement Project						
	274 - SB1	\$510,000.00					Firmona Ave. (147th St. to Rosecrans Ave.); Condon Ave. (154th St. to Marine Ave.); 153rd St. (Inglewood Ave. to Firmona Ave.); Wharf Ln. (Cul-de-Sac to 156th St.); 163rd St. (Cul-de-Sac to Grevillea Ave.); 165th St. (Cul-de-Sac to Firmona Ave.); 165th St. (Grevillea Ave. to Hawthorne Blvd.); 171st St. (Cul-de-Sac to Grevillea Ave.); 173rd St. (Cull-de-Sac to Firmona Ave.); 154th St. (Mansel Ave. to Grevillea Ave.).
	207 - Prop C	\$746,000.00					
	272 - Measure M	\$300,000.00					
	100 - General Fund MOE	\$284,000.00					
	FY24/25 Street Improvement Projects Total:	\$1,840,000.00					
#2	FY25/26 Street Improvement Project						
	214 - CDBG	\$243,000.00					Rosecrans Blvd (Prairie to Larch), Artesia Blvd - Westbound (Redondo Beach to Inglewood), 162nd Street (Inglewood to Firmona), Hawthorne (Manhattan Beach to 154th & 160th to 162nd), Redondo Beach and Prairie, 159th Street (Hawthorne to Prairie), 163rd Street (Prairie to Cul-de-Sac), 164th Street (Hawthorne to Prairie), 168th Street (Hawthorne to Freeman), Freeman Avenue (Manhattan Beach to 162nd & 163rd to 165th & 168th to 170th), Osage Avenue (163rd to 167th), & other segments.
	274 - SB1	\$541,000.00					
	207 - Prop C	\$382,000.00					
	272 - Measure M	\$46,000.00					
	100 - General Fund MOE	\$284,000.00					
	FY25/26 Street Improvement Projects Total:	\$1,496,000.00					
#3	FY26/27 Street Improvement Project						
	214 - CDBG		\$279,000.00				Inglewood Avenue (Manhattan Beach to 172nd), Inglewood and Manhattan Beach (PCC), Inglewood & Marine (PCC), Marine Avenue (Mansel to West City Limit), Manhattan Beach Boulevard (Inglewood to Freeman), Prairie and Rosecrans (PCC), Prairie & Redondo Beach (PCC), 154th Street (Hawthorne to Condon), Burin Avenue (Rosecrans to 145th), Condon Avenue (147th to 156th), Firmona Avenue (Rosecrans to 147th & Marine to Cul-de-Sac), Mansel Avenue (Rosecrans to 147th & 153rd to 156th), & other segments.
	274 - SB1		\$554,000.00				
	207 - Prop C		\$310,000.00				
	272 - Measure M		\$149,000.00				
	100 - General Fund MOE		\$284,000.00				
	FY26/27 Street Improvement Projects Total:		\$1,576,000.00				
#4	HAWTHORNE BLVD REHABILITATION PROJECT						
700.305	272 - Meas M	\$1,500,000.00	\$1,500,000.00				Hawthorne Blvd.- Redondo Beach Blvd. to Rosecrans Ave. (North & South bound).
	285-ARPA	\$300,000.00	\$300,000.00				
	Hawthorne Blvd Street Rehabilitation Project Total	\$1,800,000.00	\$1,800,000.00				
#5	SLURRY SEAL STREET PROJECT						
700.138	272 - Meas M	\$250,000.00					
	Slurry Seal Street Project Total:	\$250,000.00					
#6	GREVILLEA AVE ADA REPAIRS						
700.312	201 - Gas Tax	\$150,000.00					
	Greville Ave ADA Repairs Total:	\$150,000.00					
#7	CULVERT REPAIRS						
700.302	201 - Gas Tax	\$100,000.00					
	Culvert Repairs Total:	\$100,000.00					
#8	REDONDO BEACH BL MEDIAN IRRIGATION & LANDSCAPING						

<u>Code</u>	<u>Description</u>	<u>Carryover</u>	<u>FY 26/27</u>	<u>FY 27/28</u>	<u>FY 28/29</u>	<u>FY 29/30</u>	<u>Details</u>
700.303	244 - Measure R	\$250,000.00					
	RBB Median Irrigation & Landscaping Total:	\$250,000.00					
#9	RECYCLED WATER INFRASTRUCTURE EXTENSION						
		\$2,000,000.00					
	Recycled Water Infrastructure Extension Total:	\$2,000,000.00					
#10	CATCH BASIN RETROFIT PROJECT						
700.31	282 - Meas W	\$250,000.00	\$250,000.00				
	Catch Basin Retrofit Project Total:	\$250,000.00	\$250,000.00				
#11	Annual Sidewalk Improvement Program						
700.285	207 - Prop C	\$200,000.00	\$200,000.00	\$200,000.00	\$200,000.00	\$200,000.00	Remove and replace existing sidewalk that is cracked at various locations citywide. Locations to be determined.
700.285	272 - Measure M	\$500,000.00	\$500,000.00	\$500,000.00	\$500,000.00	\$500,000.00	
700.285	244 - Measure R	\$500,000.00	\$500,000.00	\$500,000.00	\$500,000.00	\$500,000.00	
	Annual Sidewalk Improvement Program Total:	\$1,200,000.00	\$1,200,000.00	\$1,200,000.00	\$1,200,000.00	\$1,200,000.00	
	STREET IMPROVEMENTS TOTAL:	\$9,336,000.00	\$4,826,000.00	\$1,200,000.00	\$1,200,000.00	\$1,200,000.00	
<u>TRAFFIC IMPROVEMENT PROJECTS</u>							
#12	Redondo Beach Blvd TSSP (Matching Fund)						
	207 - Prop C	\$200,000.00					Replace equipment on traffic signals such as push buttons and pedestrian displays. LA County to perform work with Lawndale to pay 20%.
	Redondo Beach Blvd TSSP Total:	\$200,000.00					
#13	Manhattan Beach Blvd. TSSP (Matching Fund)						
700.308	272 - Meas M	\$20,000.00					
	Manhattan Beach Blvd TSSP Total:	\$20,000.00					
#14	Rosecrans Ave. TSSP (Matching Fund)						
700.309	272 - Meas M	\$200,000.00					
	Rosecrans Ave. TSSP Total:	\$200,000.00					
#15	Citywide Sign Replacement Project						Replacement of existing traffic signs and traffic control devices that contain critical safety information for drivers based on Local Roadway Safety Plan (LRSP) .
700.281	207 - Prop C	\$250,000.00					
700.281	244 - Measure R	\$1,211,210.00					
700.281	272 - Measure M	\$479,931.00					
	Annual Citywide Sign Replacement Project Total:	\$1,941,141.00					
#16	Annual Citywide Striping Project Traffic Calming (East)						
700.286	207 - Prop C	\$250,000.00	\$250,000.00	\$250,000.00	\$250,000.00	\$250,000.00	Replacement of existing striping throughout the City.
700.286	244 - Meas R	\$250,000.00	\$250,000.00	\$250,000.00	\$250,000.00	\$250,000.00	
	Annual Citywide Striping Project Total:	\$500,000.00	\$500,000.00	\$500,000.00	\$500,000.00	\$500,000.00	

<u>Code</u>	<u>Description</u>	<u>Carryover</u>	<u>FY 26/27</u>	<u>FY 27/28</u>	<u>FY 28/29</u>	<u>FY 29/30</u>	<u>Details</u>
	TRAFFIC IMPROVEMENTS TOTAL:	\$2,861,141.00	\$500,000.00	\$500,000.00	\$500,000.00	\$500,000.00	
<u>FACILITY IMPROVEMENT PROJECTS</u>							
#17	147 St Traffic Calming Measures						
100.314	100 - General Fund	\$100,000.00					
	147 St Traffic Calming Measures	\$100,000.00					
#18	Facility Needs Assessment & Feasibility Study						Updates to existing City facilities after ADA assessment completion.
700.294	100 - General Fund	\$100,000.00					
	Facility Needs Assessment & Feasibility Study Total:	\$100,000.00					
#19	Youth Development Center						
700.287	289 - CNRA Grant Fund	\$4,000,000.00					Youth Development Project/MSD Building is planned to replace the existing MSD building at Burin Avenue and De Oro Lane.
	HUD	\$4,000,000.00					
700.288	281 - Measure A - Community Based (Category 1)	\$780,000.00	\$95,000.00	\$95,000.00	\$95,000.00		
700.289	281 - Measure A - Community Based (Category 2)	\$585,000.00	\$75,000.00	\$75,000.00	\$75,000.00		
	Youth Development Center Total:	\$9,365,000.00	\$170,000.00	\$170,000.00	\$170,000.00		
#20	Public Works & City Hall Facility Needs Project						Interior upgrades to PW & City Hall.
700.299	285 - American Rescue Plan Act	\$152,121.07					
	Public Works & City Hall Facility Needs Project Total:	\$152,121.07					
	FACILITY IMPROVEMENTS TOTAL:	\$9,717,121.07	\$170,000.00	\$170,000.00	\$170,000.00		
<u>STRATEGIC / PLANNING PROJECTS</u>							
#21	Urban Forest Management Plan						
	100 - General Fund			\$80,000.00			Future Urban Forest Planning
	Urban Forest Management Plan Total:	\$0.00	\$0.00	\$80,000.00	\$0.00	\$0.00	
#22	Integrated Water Master Plan (Recycled/Stormwater)						
	282 - Measure W				\$80,000.00		Storm Water Retrofit Project
	Integrated Water Master Plan (Recycled/Stormwater) Total:	\$0.00	\$0.00	\$0.00	\$80,000.00	\$0.00	
	STRATEGIC / PLANNING PROJECTS TOTAL:	\$0.00	\$0.00	\$80,000.00	\$80,000.00	\$0.00	

<u>Code</u>	<u>Description</u>	<u>Carryover</u>	<u>FY 26/27</u>	<u>FY 27/28</u>	<u>FY 28/29</u>	<u>FY 29/30</u>	<u>Details</u>
CAPITAL IMPROVEMENT PROJECT TOTALS:		\$21,914,262.07	\$5,496,000.00	\$1,950,000.00	\$1,950,000.00	\$1,700,000.00	
		<u>Carryover</u>	<u>FY 26/27</u>	<u>FY 27/28</u>	<u>FY 28/29</u>	<u>FY 29/30</u>	<u>Totals</u>
100 - General Fund		\$768,000.00	\$284,000.00	\$80,000.00	\$0.00	\$0.00	\$1,132,000.00
201 - Gas Tax		\$250,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$250,000.00
206 - Prop A		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
207 - Prop C		\$2,028,000.00	\$760,000.00	\$450,000.00	\$450,000.00	\$450,000.00	\$4,138,000.00
214 - CDBG		\$243,000.00	\$279,000.00	\$0.00	\$0.00	\$0.00	\$522,000.00
244 - Measure R		\$2,211,210.00	\$750,000.00	\$750,000.00	\$750,000.00	\$750,000.00	\$5,211,210.00
244 - Measure R (SBC COG)		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
272 - Measure M		\$3,295,931.00	\$2,149,000.00	\$500,000.00	\$500,000.00	\$500,000.00	\$6,944,931.00
274 - SB1		\$1,051,000.00	\$554,000.00	\$0.00	\$0.00	\$0.00	\$1,605,000.00
240 - Prop C25 Grant		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
282 - Measure W		\$250,000.00	\$250,000.00	\$0.00	\$80,000.00	\$0.00	\$580,000.00
307 - 2009 TAB Bond		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
289 - CNRA Grant Fund		\$4,000,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$4,000,000.00
HUD		\$4,000,000.00	\$0.00				\$4,000,000.00
281 - Measure A - Community Based (Category 1)		\$780,000.00	\$95,000.00	\$95,000.00	\$95,000.00	\$0.00	\$1,065,000.00
281 - Measure A - Community Based (Category 2)		\$585,000.00	\$75,000.00	\$75,000.00	\$75,000.00	\$0.00	\$810,000.00
285- ARPA		\$452,121.07	\$300,000.00	\$0.00	\$0.00	\$0.00	\$752,121.07
288- LPBP Grant		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
PWD CIP FUND TOTALS		\$19,914,262.07	\$5,496,000.00	\$1,950,000.00	\$1,950,000.00	\$1,700,000.00	\$31,010,262.07



CITY OF LAWDALE

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

DATE: May 18, 2026
TO: Honorable Mayor and City Council
FROM: Raylette Felton, Interim City Manager
PREPARED BY: Raylette Felton, Interim City Manager
SUBJECT: **Request to Temporarily Relocate City Council Meetings for the Month of June**

BACKGROUND

In March 2026, City Council approved the City Council Chamber TV Production Technology System Project to upgrade the City's existing broadcast equipment in preparation for the necessary remote public access to meetings, in compliance with Senate Bill 707. Based on the project timelines for completion, staff is requesting that City Council consider relocating the City Council meetings for the month of June.

STAFF REVIEW

The removal and installation of the broadcast automation and playback technology equipment in the City Council Chambers will begin on Friday, May 22, 2026. Based on the facility upgrades, equipment delivery timeline, installation, training and testing of the equipment, it is estimated that the project will be completed on or about the week of June 19, 2026. In review of the City Council meeting schedule, staff believe there will be agenda items for City Council's consideration. As such, staff is recommending that the City Council meetings scheduled for June 1st and June 15th be relocated to the Harold Hofmann Community Center's 2nd Floor Meeting Room. During this process, the City Council meetings will be recorded and uploaded to the City's Cable Television Channel platforms the next day. The project installation period will also impact other meetings held in the City Council Chambers and staff will work with the City departments to coordinate the relocation of these meetings during this period as well.

LEGAL REVIEW

The City Attorney's Office has reviewed and approved the staff report.

RECOMMENDATION

Staff respectfully recommend that City Council

- 1.) Discuss and approve the relocation of the City Council meetings scheduled for June 1, 2026, and June 15, 2026, to the Harold Hofmann Community Center; or
- 2.) Discuss alternatives for future City Council meetings for the month of June and provide direction to staff.



CITY OF LAWNDALE

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

DATE: May 18, 2026

TO: Honorable Mayor and City Council

FROM: Raylette Felton, Interim City Manager

PREPARED BY: Yvette Palomo, Assistant City Clerk

SUBJECT: **Adopt Resolution No. CC-2605-021 Determining Reasonable Efforts to Encourage Public Participation in Meetings for Underrepresented Communities, Senate Bill 707**

BACKGROUND

On October 3, 2025, Governor Newsom signed into law Senate Bill 707 (SB 707) which amends the Brown Act with the intent to diversify and increase public engagement during local government meetings of legislative bodies. One of the new SB 707 requirements is for Cities to create a plan intended to encourage participation in public meetings, particularly among communities that do not traditionally participate in public meetings and non-English-speaking communities.

SB 707 requires the City to formally adopt a policy, on or before July 1, 2026, that outlines the City's plan to promote public participation to underrepresented and non-English speaking communities.

STAFF REVIEW

In response to the outreach requirement, staff consulted with the City Attorney to prepare a resolution that will satisfy this new State requirement.

Staff has attached a resolution entitled "A Resolution of the City Council of the City of Lawndale, California, Determining Reasonable Efforts to Encourage Public Participation in Meetings Pursuant to Government Code §54953.4" (Attachment A) that outlines the plan in detail. As set forth in the resolution, the plan provides flexibility in the application of outreach efforts rather than having a set of hard and fast requirements that may be overkill in some circumstances but under-inclusive in others. This will best promote the goals of diversifying and increasing public engagement while allowing for some trial-and-error learning by City staff while they determine the best way of ensuring public access to meetings.

LEGAL REVIEW

The City Attorney has reviewed this staff report and Resolution No. CC-2605-021, and approved the resolution as to form.

FISCAL IMPACT

None.

RECOMMENDATION

Staff recommends that the City Council 1.) Adopt Resolution No. CC-2605-021 determining reasonable efforts to encourage public participation in meetings pursuant to Government Code section 54953.4; or 2.) Provide staff with alternate direction.

Attachments

[Resolution No. CC-2605-021 Public Participation in Meetings](#)

ATTACHMENT A

RESOLUTION NO. 2605-021

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAWNDALE, CALIFORNIA, DETERMINING REASONABLE EFFORTS TO ENCOURAGE PUBLIC PARTICIPATION IN MEETINGS PURSUANT TO GOVERNMENT CODE § 54953.4

WHEREAS, the Ralph M. Brown Act (Government Code § 54950 et seq.) establishes requirements for open and public meetings of local legislative bodies; and

WHEREAS, Senate Bill 707 (2025) amended the Brown Act to include additional requirements intended to encourage participation in public meetings, particularly among communities that do not traditionally participate in public meetings and non-English-speaking communities; and

WHEREAS, Government Code § 54953.4(b)(3)(C) requires the City Council to determine and make reasonable efforts to invite groups that do not traditionally participate in public meetings to attend those meetings; and

WHEREAS, such reasonable efforts may include outreach to media organizations serving the jurisdiction, including those serving non-English-speaking communities, as well as civic, neighborhood, community-based, civil rights, and good government organizations; and

WHEREAS, Government Code § 54953.4(b)(3)(C)(ii) provides legislative bodies with broad discretion in determining appropriate reasonable efforts and clarifies that no action shall arise from failing to provide notice to any specific group; and

WHEREAS, the City is committed to promoting transparency, accessibility, and broad public participation in its public meetings; and

WHEREAS, the City currently uses a variety of communication methods to inform the public of meetings and opportunities to participate; and

WHEREAS, the activity is not a “Project” as defined under Section 15378 of the California Environmental Quality Act (CEQA) State Guidelines; therefore, pursuant to State Guidelines Section 15060(c)(3), no environmental review is required.

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

Section 1. Determination of Reasonable Efforts. The City Council determines the following to constitute reasonable efforts to encourage participation in meetings pursuant to Government Code § 54953.4(b)(3)(C):

1. **Media Outreach.** The City of Lawndale may include media organizations serving the jurisdiction, including media organizations serving non-English-speaking communities, in the distribution of meeting agendas, notices, or other meeting-related information, as appropriate.
2. **Electronic Access and Agenda Subscriptions.** The City of Lawndale shall maintain methods for members of the public to access meeting agendas and related materials electronically, including through the City’s website or other regular agenda-posting platform. Where available, the City may also provide options for members of the public to subscribe to receive meeting agendas, notices, or other updates.
3. **Multilingual Communication.** The City may use multilingual communication methods to increase awareness of meetings and participation opportunities, including translated agendas, translated meeting instructions, multilingual social media posts, website notices, or other communication tools, as appropriate and consistent with applicable law and available resources.
4. **Community and Organizational Outreach.** The City may provide meeting information through existing communication channels and partnerships with community-based organizations, neighborhood groups, civic organizations, civil rights organizations, good government organizations, and organizations serving non-English-speaking communities, as opportunities arise and consistent with available resources.
5. **Use of Existing Communication Channels.** The City may use existing outreach methods to share meeting information and participation opportunities, including, but not limited to, the City’s website, email notifications, agenda subscription services, newsletters, social media platforms, public counters, bulletin boards, community meetings, and other established communication tools
6. **Flexible and Evolving Methods.** The efforts identified in this Resolution are intended to provide a flexible framework for outreach and public participation. The City may modify, expand, or adjust its outreach methods over time based on available resources, evolving communication practices, changes in technology, and the needs of the community.

Section 2. Flexible Framework. The efforts identified in this Resolution are intended to provide a flexible framework for outreach and public participation. The City may modify, expand, or adjust its outreach methods over time based on available resources, evolving communication practices, changes in technology, and the needs of the community.

Section 3. No Requirement to Provide Notice to Any Specific Group. Consistent with Government Code Section 54953.4(b)(3)(C)(ii), this Resolution does not require notice to any specific group or organization, and no action shall arise from the failure to provide notice to any specific group or organization.

PASSED, APPROVED AND ADOPTED this 18th day of May, 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-2605-021 at a regular meeting of said Council held on the 18th day of May, 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					
Francisco M. Talavera					
Pat Kearney					

Erica Harbison, City Clerk

APPROVED AS TO FORM:

Gregory M. Murphy, City Attorney



CITY OF LAWNDALE

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

DATE: May 18, 2026

TO: Honorable Mayor and City Council

FROM: Lucho Rodriguez, Public Works Director

PREPARED BY: Grace Huizar, Senior Management Analyst

SUBJECT: **Second Amendment to Contract Services Agreement for Landscape Maintenance and Tree Trimming Services**

BACKGROUND

For the past four years, the City of Lawndale has hired Mariposa Landscapes, Inc. (Mariposa) to provide landscape maintenance and tree trimming services. During this time, Mariposa has provided dependable service to the City. Their work includes maintaining parks and City properties, removing weeds throughout the City, inspecting irrigation systems, and cleaning litter from center medians. They also trim trees along streets, parkways, parks, City facilities, and certain areas near the railroad tracks. The original agreement with Mariposa (Attachment 1) was extended by the First Amendment (Attachment 2) and set to expire on June 30, 2026.

STAFF REVIEW

The original agreement began on July 1, 2022, and was set to expire on June 30, 2025. The agreement also included two optional one-year extensions that could extend the contract through June 30, 2027.

On June 16, 2025, the City Council approved the First Amendment to the agreement, extending the contract term by one year through June 30, 2026. Under the extension, the cost for landscape maintenance services for Fiscal Year 2025–26 is \$445,068.83, and the cost for tree trimming services is \$539,540.86, for a total annual cost of \$984,609.69. This amount is included in the current Fiscal Year 2025–26 City budget.

On April 28, 2026, the City contacted Mariposa to inquire if the company was interested in using the final option to extend the agreement for another 12 months, through June 30, 2027. Mariposa agreed to the extension with a proposed 3.4% rate increase based on the Consumer Price Index (CPI), which reflects changes in inflation and the cost of services. The proposed 3.4% rate increase will result in an additional annual cost of \$33,476.73, bringing the new total annual contract amount to \$1,018,086.42. The cost for landscape maintenance services for Fiscal Year 2026–27 is \$460,201.17 and the cost for tree trimming services is \$557,885.25, for a total annual cost of \$1,018,086.42 (Attachment 3). This amount is included in the proposed Fiscal Year 2026–27 City budget .

LEGAL REVIEW

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

FISCAL IMPACT

The City pays for landscape maintenance and tree trimming services using money from both the General Fund and the Gas Tax Fund.

For landscape maintenance services, the total annual cost is \$460,201.17. Of that amount, \$267,121 comes from the General Fund account for contract services, and \$193,080.17 comes from the Gas Tax Fund account for street contract services.

For tree trimming services, the total annual cost is \$557,885.25. Of that amount, \$223,154 comes from the General Fund account for contract services, and \$334,731.25 comes from the Gas Tax Fund account for street contract services.

Enough funding for both services has been included in the proposed Fiscal Year 2026–27 City budget.

RECOMMENDATION

Staff recommends that the City Council approve the Second Amendment to the Landscape Maintenance and Tree Trimming Services Agreement with Mariposa Landscapes, Inc. to extend the term for an additional 12 month period through June 30, 2027, at a total annual cost of \$1,018,086.42.

Attachments

- [1. Contract Services Agreement - Mariposa Landscaping.pdf](#)
- [2. First Amendment for Mariposa Landscape, Inc. - 2025.pdf](#)
- [3. Second Amendment for Mariposa Landscape Inc. - 2026.pdf](#)

ATTACHMENT 1

CITY OF LAWNSDALE

CONTRACT SERVICES AGREEMENT FOR

LANDSCAPE MAINTENANCE AND TREE TRIMMING SERVICES

This Contract Services Agreement (“Agreement”) is made and entered into this 6th day of June, 2022, by and between the City of Lawndale, a municipal corporation (“City”), and Mariposa Landscapes, Inc. (“Contractor”). The term Contractor includes professionals performing in a consulting capacity. The parties hereto agree as follows:

1.0 SERVICES OF CONTRACTOR

1.1 Scope of Services. In compliance with all terms and conditions of this Agreement, Contractor shall provide the work and services specified in the “Scope of Services” attached hereto as *Exhibit “A”* and incorporated herein by this reference. Contractor warrants that all work or services set forth in the Scope of Services will be performed in a competent, professional and satisfactory manner.

1.2 Contractor’s Proposal. The Scope of Services shall include the Contractor’s proposal or bid which shall be incorporated herein by this reference as though fully set forth herein. In the event of any inconsistency between the terms of such proposal and this Agreement, the terms of this Agreement shall govern.

1.3 Compliance with Law. All work and services rendered hereunder shall be provided in accordance with all ordinances, resolutions, statutes, rules, and regulations of the City and any Federal, State or local governmental agency having jurisdiction.

1.4 Licenses, Permits, Fees and Assessments. Contractor shall obtain at its sole cost and expense, such licenses, permits and approvals as may be required by law for the performance of the services required by this Agreement. Contractor shall have the sole obligation to pay for any fees, assessments, taxes, including applicable penalties and interest, which may be imposed by law and arise from or are necessary for the Contractor’s performance of the services required by this Agreement; and shall indemnify, defend and hold harmless City against any claim for such fees, assessments, taxes, penalties or interest levied, assessed or imposed against City hereunder.

1.5 Familiarity with Work. By executing this Agreement, Contractor warrants that Contractor (a) has thoroughly investigated and considered the scope of services to be performed, (b) has carefully considered how the work and services should be performed, and (c) fully understands the facilities, difficulties and restrictions attending performance of the services under this Agreement.

1.6 Additional Services. City shall have the right at any time during the performance of the services, without invalidating this Agreement, to order extra work beyond that specified in the Scope of Services or make changes by altering, adding to or deducting from said work. No such extra work may be undertaken unless a written order is first given by the Contract Officer to the Contractor, incorporating therein any adjustment in (i) the Contract Sum, and/or (ii) the time to perform this Agreement, which said adjustments are subject to the written approval of the Contractor. Any increase in compensation must be approved by the City Council. It is expressly understood by Contractor that the provisions of this Section shall not apply to services specifically set forth in the Scope of Services or reasonably

contemplated therein. Contractor hereby acknowledges that it accepts the risk that the services to be provided pursuant to the Scope of Services may be more costly or time consuming than Contractor anticipates and that Contractor shall not be entitled to additional compensation therefor.

1.7 Special Requirements. Additional terms and conditions of this Agreement, if any, which are made a part hereof are set forth in the "Special Requirements" attached hereto as *Exhibit "B"* and incorporated herein by this reference. In the event of a conflict between the provisions of *Exhibit "B"* and any other provisions of this Agreement, the provisions of *Exhibit "B"* shall govern.

1.8 Environmental Laws. Contractor shall comply with all applicable environmental laws, ordinances, codes and regulations of Federal, State, and local governments. Contractor shall also comply with all applicable mandatory standards and policies relating to energy efficiency.

2.0 COMPENSATION

2.1 Contract Sum. For the services rendered pursuant to this Agreement, Contractor shall be compensated in accordance with the "Schedule of Compensation" attached hereto as *Exhibit "C"* and incorporated herein by this reference, but not exceeding the maximum contract amount of two million seven hundred forty-eight thousand three hundred seventy-nine dollars and 98 cents (\$2,748,379.98) ("Contract Sum"), except as provided in Section 1.6. The method of compensation may include: (i) a lump sum payment upon completion, (ii) payment in accordance with the percentage of completion of the services, (iii) payment for time and materials based upon the Contractor's rates as specified in the Schedule of Compensation, but not exceeding the Contract Sum or (iv) such other methods as may be specified in the Schedule of Compensation. Compensation may include reimbursement for actual and necessary expenditures approved by the Contract Officer in advance if specified in the Schedule of Compensation. The Contract Sum shall include the attendance of Contractor at all project meetings reasonably deemed necessary by the City.

Contractor agrees that if Contractor becomes aware of any facts, circumstances, techniques, or events that may or will materially increase or decrease the cost of the work or services or, if Contractor is providing design services, the cost of the project being designed, Contractor shall promptly notify the Contract Officer of said fact, circumstance, technique or event and the estimated increased or decreased cost related thereto and, if Contractor is providing design services, the estimated increased or decreased cost estimate for the project being designed.

2.2 Method of Payment. Unless some other method of payment is specified in the Schedule of Compensation, in any month in which Contractor wishes to receive payment, no later than the first (1st) working day of such month, Contractor shall submit to the City, in a form approved by the City's Director of Finance, an invoice for services rendered prior to the date of the invoice. Except as provided in Section 7.2, City shall pay Contractor for all expenses stated thereon which are approved by City pursuant to this Agreement generally within thirty (30) days, and no later than forty-five (45) days, from the submission of an invoice in an approved form. City will review each invoice submitted by Contractor to determine whether the work performed and expenses incurred are in compliance with this Agreement. If no charges or expenses are disputed, the invoice will be approved and paid. In the event any charges or expenses are disputed by City, the invoice will be returned by City to Contractor for correction and resubmission. City reserves the right to withhold future payment to Contractor if any aspect of the Contractor's work is found substantially inadequate.

2.3 Availability of Funds. It is mutually understood between the parties that this Agreement is valid and enforceable only if sufficient funds are made available by the City Council of the City for the purposes of this Agreement. The availability of funding is affected by matters outside the City's control, including other governmental entities. Accordingly, the City has the option to void the whole Agreement or to amend the Agreement to reflect unanticipated reduction in funding for any reason.

3.0 PERFORMANCE SCHEDULE

3.1 Time of Essence. Time is of the essence in the performance of this Agreement.

3.2 Schedule of Performance. Contractor shall commence the services pursuant to this Agreement upon receipt of a written notice to proceed and shall perform all services within the time period(s) established in the "Schedule of Performance" attached hereto as *Exhibit "D"*, if any, and incorporated herein by this reference.

3.3 Force Majeure. The time period(s) specified in the Schedule of Performance for performance of the services rendered pursuant to this Agreement shall be extended because of any delays due to unforeseeable causes beyond the control and without the fault or negligence of the Contractor, including, but not restricted to, acts of God or of the public enemy, unusually severe weather, fires, earthquakes, floods, epidemics, quarantine restrictions, riots, strikes, freight embargoes, wars, litigation, and/or acts of any governmental agency, including the City, if the Contractor shall, within ten (10) days of the commencement of such delay, notify the Contract Officer in writing of the causes of the delay. The Contract Officer shall ascertain the facts and the extent of delay and extend the time for performing the services for the period of the enforced delay when and if, in the judgment of the Contract Officer, such delay is justified. The Contract Officer's determination shall be final and conclusive upon the parties to this Agreement. In no event shall Contractor be entitled to recover damages against the City for any delay in the performance of this Agreement, however caused; Contractor's sole remedy being extension of the Agreement pursuant to this Section.

3.4 Term. Unless earlier terminated in accordance with Section 7.4 below, this Agreement shall begin on July 1, 2022 and continue in full force and effect until completion of the services no later than June 30, 2025.

4.0 COORDINATION OF WORK

4.1 Representative of Contractor. Miguel Medina, Contract Administrator is hereby designated as being the representative of Contractor authorized to act on its behalf with respect to the work or services specified herein and to make all decisions in connection therewith.

It is expressly understood that the experience, knowledge, capability and reputation of the representative was a substantial inducement for City to enter into this Agreement. Therefore, the representative shall be responsible during the term of this Agreement for directing all activities of Contractor and devoting sufficient time to personally supervise the services hereunder. For purposes of this Agreement, the representative may not be replaced nor may his responsibilities be substantially reduced by Contractor without the express written approval of City.

4.2 Contract Officer. The City's City Manager is hereby designated as the representative of the City authorized to act in its behalf with respect to the work and services and to make all decisions in

connection therewith ("Contract Officer"). It shall be the Contractor's responsibility to assure that the Contract Officer is kept informed of the progress of the performance of the services and the Contractor shall refer any decisions which must be made by City to the Contract Officer. The City may designate another Contract Officer by providing written notice to Contractor.

4.3 Prohibition against Subcontracting or Assignment. The experience, knowledge, capability and reputation of Contractor, its principals and employees were a substantial inducement for the City to enter into this Agreement. Therefore, Contractor shall not contract with any other entity to perform in whole or in part the services required hereunder without the express written approval of the City. In addition, neither this Agreement nor any interest herein may be transferred or assigned without the prior written approval of City. Transfers restricted hereunder shall include the transfer to any person or group of persons acting in concert of more than twenty five percent (25%) of the present ownership and/or control of Contractor taking all transfers into account on a cumulative basis. A prohibited transfer or assignment shall be void. No approved transfer shall release the Contractor or any surety of Contractor of any liability hereunder without the express consent of City.

4.4 Independent Contractor. Neither the City nor any of its employees shall have any control over the manner or means by which Contractor or its employees, perform the services required herein, except as otherwise set forth herein. Contractor shall perform all services required herein as an independent contractor of City and shall remain under only such obligations as are consistent with that role. Contractor represents and warrants that the personnel used to provide services to the City pursuant to this Agreement are classified by Contractor as employees. Contractor shall not at any time or in any manner represent that it or any of its employees are employees of City. City shall not in any way or for any purpose become or be deemed to be a partner of Contractor in its business or otherwise or a joint venturer or a member of any joint enterprise with Contractor. In the event that Contractor or any employee of Contractor providing services under this Agreement claims or is determined by a federal or state agency, a court of competent jurisdiction, or the California Public Employees' Retirement System ("CalPERS") to be classified as other than an independent contractor for the City, then Contractor shall indemnify, defend, and hold harmless the City for the payment of any and all assessed fines, penalties, judgments, employee and/or employer contributions, and any other damages and costs assessed to the City as a consequence of, or in any way attributable to, the assertion that Contractor or any staff used to provide services under this Agreement are employees of the City.

5.0 INSURANCE AND INDEMNIFICATION

5.1 Insurance. Contractor shall procure and maintain, at its sole cost and expense, in a form and content satisfactory to City, during the entire term of this Agreement including any extension thereof, the following policies of insurance:

(a) Commercial General Liability Insurance. A policy of commercial general liability insurance using Insurance Services Office "Commercial General Liability" policy form CG 00 01, with an edition date prior to 2004, or the exact equivalent. Coverage for an additional insured shall not be limited to its vicarious liability. Defense costs must be paid in addition to limits. Limits shall be no less than \$5,000,000.00 per occurrence for all covered losses and no less than \$5,000,000.00 general aggregate.

(b) Workers' Compensation Insurance. A policy of workers' compensation insurance on a state-approved policy form providing statutory benefits as required by law with employer's liability limits no less than \$1,000,000.00 per accident for all covered losses.

(c) Automotive Insurance. A policy of comprehensive automobile liability insurance written on a per occurrence basis in an amount not less than \$1,000,000 per accident, combined single limit. Said policy shall include coverage for owned, non-owned, leased and hired cars.

(d) Professional Liability or Error and Omissions Insurance. A policy of professional liability insurance in an amount not less than \$1,000,000 per claim with respect to loss arising from the actions of Contractor performing professional services hereunder on behalf of the City. Any policy inception date, continuity date, or retroactive date must be before the effective date of this Agreement and Contractor agrees to maintain continuous coverage through a period no less than three (3) years after completion of the services required by this Agreement.

All of the above policies of insurance shall be primary insurance. The general liability policy shall name the City, its officers, employees and agents ("City Parties") as additional insureds and shall waive all rights of subrogation and contribution it may have against the City and the City's Parties and their respective insurers. Moreover, the insurance policy must specify that where the primary insured does not satisfy the self-insured retention, any additional insured may satisfy the self-insured retention. All of said policies of insurance shall also provide that said insurance may be not cancelled without providing ten (10) days prior written notice by registered mail to the City. In the event any of said policies of insurance are cancelled or amended, Contractor shall, prior to the cancellation or amendment date, submit new evidence of insurance in conformance with this Section 5.1 to the Contract Officer. No work or services under this Agreement shall commence until Contractor has provided City with Certificates of Insurance or appropriate insurance binders evidencing the above insurance coverages and said Certificates of Insurance or binders are approved by City.

Contractor agrees that the provisions of this Section 5.1 shall not be construed as limiting in any way the extent to which Contractor may be held responsible for the payment of damages to any persons or property resulting from Contractor's activities or the activities of any person or persons for which Contractor is otherwise responsible. If the Contractor's insurance policies have higher limits and coverage than those required by this contract, the City will have access to those higher limits and coverage maintained by the Contractor.

The insurance required by this Agreement shall be satisfactory only if issued by companies qualified to do business in California, rated "A" or better in the most recent edition of Best Rating Guide or The Key Rating Guide, and only if they are of a financial category Class VII or better, unless such requirements are waived by the Risk Manager of the City due to unique circumstances.

In the event that the Contractor is authorized to subcontract any portion of the work or services provided pursuant to this Agreement, the contract between the Contractor and such subcontractor shall require the subcontractor to maintain the same policies of insurance that the Contractor is required to maintain pursuant to this Section 5.1.

5.2 Indemnification.

(a) Indemnity for Design Professional Liability. When the law establishes a professional standard of care for Contractor's services, to the fullest extent permitted by law, and except for the statutory limits set forth under California Civil Code Section 2782.8 applicable to services provided by a "design professional", Contractor shall indemnify, defend and hold harmless City and the City's Parties from and against any and all losses, liabilities, damages, costs and expenses, including attorneys' fees and costs to the extent same are caused in whole or in part by any negligent or wrongful act, error or omission of Contractor, its officers, employees of subcontractors (or any entity or individual for which Contractor shall bear legal liability) in the performance of professional services under this Agreement.

(b) Indemnity for Other Than Design Professional Liability. Other than in the performance of design professional services and to the full extent permitted by law, Contractor shall indemnify, defend and hold harmless City and City's Parties from and against any liability (including liability for claims, suits, actions, losses, expenses or costs of any kind, whether actual, alleged or threatened, including attorneys' fees and costs, court costs, defense costs and expert witness fees), where the same arise out of, are a consequence of, or are in any way attributable to, in whole or in part, the performance of this Agreement by Contractor or by any individual or entity for which Contractor is legally liable, including but not limited to officers, employees, or subcontractors of Contractor.

6.0 RECORDS AND REPORTS

6.1 Reports. Contractor shall periodically prepare and submit to the Contract Officer such reports concerning the performance of the services required by this Agreement as the Contract Officer shall require.

6.2 Records. Contractor shall keep, and require subcontractors to keep, such books and records as shall be necessary to perform the services required by this Agreement and enable the Contract Officer to evaluate the performance of such services. The Contract Officer shall have full and free access to such books and records at all times during normal business hours of City, including the right to inspect, copy, audit and make records and transcripts from such records. Such records shall be maintained for a period of three (3) years following completion of the services hereunder, and the City shall have access to such records in the event any audit is required.

6.3 Ownership of Documents. All drawings, specifications, reports, records, documents and other materials prepared by Contractor, its employees and subcontractors in the performance of this Agreement shall be the property of City and shall be delivered to City upon request of the Contract Officer or upon the termination of this Agreement and Contractor shall have no claim for further employment or additional compensation as a result of the exercise by City of its full rights of ownership of such documents and materials. Contractor may retain copies of such documents for its own use and Contractor shall have an unrestricted right to use the concepts embodied therein. All subcontractors shall provide for assignment to City of any documents or materials prepared by them, and in the event Contractor fails to secure such assignment, Contractor shall indemnify City for all damages resulting therefrom. Except as necessary for the performance of services under this Agreement, no documents prepared under this Agreement may be released by Contractor to any other person or entity without City's prior written approval.

6.4 Confidentiality of Information. All information gained or work product produced by Contractor in performance of this Agreement will be considered confidential, unless such information is in the public domain or already known to Contractor. Contractor may not release or disclose any such information or work product to persons or entities other than City without prior written authorization from the City Manager, except as may be required by law. Contractor, its officers, employees, or agents, may not, without prior written authorization from the City Manager or unless requested by the City Attorney of City, voluntarily provide declarations, letters of support, testimony at depositions, response to interrogatories or other information concerning the services performed under this Agreement. Response to a subpoena or court order will not be considered "voluntary" provided Contractor gives City notice of such court order or subpoena. If Contractor, or any officer, employee, or agent of Contractor, provides any information or work product in violation of this Agreement, then City will have the right to reimbursement and indemnity from Contractor for any damages, costs and fees, including attorney's fees, caused by or incurred as a result of Contractor's conduct. Contractor must promptly notify City should Contractor, its officers, employees, or agents be served with any summons, complaint, subpoena, notice of deposition, request for documents, interrogatories, request for admissions or other discovery request, court order or subpoena from any party regarding this Agreement and the services performed under this Agreement. City retains the right, but has no obligation, to represent Contractor or be present at any deposition, hearing or similar proceeding. Contractor agrees to cooperate fully with City and to provide City with the opportunity to review any response to discovery requests provided by Contractor. However, this right to review any such response does not imply or mean the right by City to control, direct, or rewrite such response. All media and press releases, including graphic display information, must be approved and distributed solely by City, unless otherwise agreed to in writing by City. All media interviews regarding the performance of services under this Agreement are prohibited unless expressly authorized by City.

7.0 ENFORCEMENT OF AGREEMENT

7.1 California Law. This Agreement shall be construed and interpreted both as to validity and to performance of the parties in accordance with the laws of the State of California. Legal actions concerning any dispute, claim or matter arising out of or in relation to this Agreement shall be instituted in the Superior Court of the County of Los Angeles, State of California, or any other appropriate court in such county, and Contractor agrees to submit to the personal jurisdiction of such court in the event of such action.

7.2 Retention of Funds. Contractor hereby authorizes City to deduct from any amount payable to Contractor (whether or not arising out of this Agreement) (i) any amounts the payment of which may be in dispute hereunder or which are necessary to compensate City for any losses, costs, liabilities, or damages suffered by City, and (ii) all amounts for which City may be liable to third parties, by reason of Contractor's acts or omissions in performing or failing to perform Contractor's obligation under this Agreement. In the event that any claim is made by a third party, the amount or validity of which is disputed by Contractor, City may withhold from any payment due, without liability for interest because of such withholding, an amount sufficient to cover such claim. The failure of City to exercise such right to deduct or to withhold shall not, however, affect the obligations of the Contractor to insure, indemnify, and protect City as elsewhere provided herein.

7.3 Waiver. No delay or omission in the exercise of any right or remedy by a non-defaulting party on any default shall impair such right or remedy or be construed as a waiver. A party's consent to or approval of any act by the other party requiring the party's consent or approval shall not be deemed

to waive or render unnecessary the other party's consent to or approval of any subsequent act. Any waiver by either party of any default must be in writing and shall not be a waiver of any other default concerning the same or any other provision of this Agreement.

7.4 Termination Prior to Expiration of Term. Either party may terminate this Agreement at any time, with or without cause, upon thirty (30) days' written notice to the other party. Upon receipt of any notice of termination, Contractor shall immediately cease all work or services hereunder except such as may be specifically approved by the Contract Officer. Contractor shall be entitled to compensation for the reasonable value of the work product actually produced prior to the effective date of the notice of termination and for any services authorized by the Contract Officer thereafter in accordance with the Schedule of Compensation and City shall be entitled to reimbursement for any compensation paid in excess of the services rendered.

7.5 Completion of Work After Termination for Default of Contractor. If termination is due to the failure of the Contractor to fulfill its obligations under this Agreement, City may, after compliance with the provisions of Section 7.2, take over the work and prosecute the same to completion by contract or otherwise, and the Contractor shall be liable to the extent that the total cost for completion of the services required hereunder exceeds the compensation herein stipulated (provided that the City shall use reasonable efforts to mitigate such damages), and City may withhold any payments to the Contractor for the purpose of set-off or partial payment of the amounts owed the City as previously stated.

7.6 Attorneys' Fees. If either party to this Agreement is required to initiate or defend or made a party to any action or proceeding in any way connected with this Agreement, the prevailing party in such action or proceeding, in addition to any other relief which may be granted, shall be entitled to reasonable attorneys' fees, whether or not the matter proceeds to judgment, and to all other reasonable costs for investigating such action, taking depositions and discovery, including all other necessary costs the court allows which are incurred in such litigation.

8.0 CITY OFFICERS AND EMPLOYEES: NON-DISCRIMINATION

8.1 Non-liability of City Officers and Employees. No officer or employee of the City shall be personally liable to the Contractor, or any successor in interest, in the event of any default or breach by the City or for any amount which may become due to the Contractor or to its successor, or for breach of any obligation of the terms of this Agreement.

8.2 Conflict of Interest; City. No officer or employee of the City shall have any financial interest in this Agreement nor shall any such officer or employee participate in any decision relating to the Agreement which affects his financial interest or the financial interest of any corporation, partnership or association in which he is interested, in violation of any State statute or regulation.

8.3 Conflict of Interest; Contractor. Contractor warrants that it has not paid or given and will not pay or give any third party any money or other consideration for obtaining this Agreement. Contractor shall comply with all conflict of interest laws and regulations including, without limitation, City's Conflict of Interest Code which is on file in the City Clerk's office. Accordingly, should the City Manager determine that Contractor will be performing a specialized or general service for the City and there is substantial likelihood that the Contractor's work product will be presented, either written or orally, for the purpose of influencing a governmental decision, the Contractor and its officers or employees, as applicable, shall be subject to the City's Conflict of Interest Code.

8.4 Covenant Against Discrimination. Contractor covenants that, by and for itself, its executors, assigns, and all persons claiming under or through them, that there shall be no discrimination against or segregation of, any person or group of persons on account of race, color, creed, religion, sex, marital status, national origin, or ancestry in the performance of this Agreement. Contractor shall take affirmative action to insure that applicants are employed and that employees are treated during employment without regard to their race, color, creed, religion, sex, marital status, national origin or ancestry.

9.0 MISCELLANEOUS PROVISIONS

9.1 Notice. Any notice or other communication either party desires or is required to give to the other party or any other person shall be in writing and either served personally or sent by prepaid, first-class mail, in the case of the City, to the City Manager and to the attention of the Contract Officer, City of Lawndale, 14717 Burin Avenue, Lawndale, California 90260, and in the case of the Contractor, to the person at the address designated on the execution page of this Agreement. Either party may change its address by notifying the other party of the change of address in writing. Notice shall be deemed communicated at the time personally delivered or in seventy-two (72) hours from the time of mailing if mailed as provided in this Section.

9.2 Interpretation. The terms of this Agreement shall be construed in accordance with the meaning of the language used and shall not be construed for or against either party by reason of the authorship of this Agreement or any other rule of construction which might otherwise apply.

9.3 Integration; Amendment. It is understood that there are no oral agreements between the parties hereto affecting this Agreement and this Agreement supersedes and cancels any and all previous negotiations, agreements and understandings, if any, between the parties, and none shall be used to interpret this Agreement. This Agreement may be amended at any time by an instrument in writing signed by both parties.

9.4 Severability. Should a portion of this Agreement be declared invalid or unenforceable by a judgment or decree of a court of competent jurisdiction, such invalidity or unenforceability shall not affect any of the remaining portions of this Agreement which are hereby declared as severable and shall be interpreted to carry out the intent of the parties unless the invalid provision is so material that its invalidity deprives either party of the basic benefit of their bargain or renders this Agreement meaningless.

9.5 Corporate Authority. The persons executing this Agreement on behalf of the parties hereto warrant that (i) such party is duly organized and existing, (ii) they are duly authorized to execute and deliver this Agreement on behalf of said party, (iii) by so executing this Agreement, such party is formally bound to the provisions of this Agreement, and (iv) the entering into this Agreement does not violate any provision of any other Agreement to which said party is bound. This Agreement is binding upon the heirs, executors, administrators, successors and assigns of the parties.

9.6 Counterparts. This Agreement may be executed in several counterparts, each of which will constitute one and the same instrument and will become binding upon the parties when at least one copy has been signed by both parties. This Agreement and any amendment will be considered executed when the signature page of a party is delivered by facsimile or other electronic transmission. Such

electronic signatures will have the same effect as an original signature, provided that a wet signature copy is also mailed to the other party.

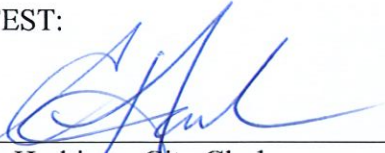
9.7 Modification of Agreement. No amendment to or modification of this Agreement will be valid unless made in writing and approved by Consultant and by the City Council or City Manager, as applicable. The parties agree that this requirement for written modifications cannot be waived and that any attempted waiver will be void.

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


CITY:
CITY OF LAWNSDALE,
a municipal corporation

By: 
Robert Pullen-Miles, Mayor

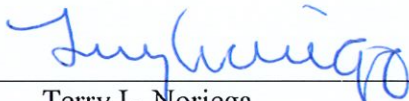
ATTEST:


Erica Harbison, City Clerk

APPROVED AS TO FORM:
Burke Williams & Sorensen, LLP


Gregory M. Murphy, City Attorney

CONTRACTOR:
Mariposa Landscapes, Inc.
a California corporation

By: 
Name: Terry L. Noriega
Title: President

By: 
Name: Theresa Lu
Title: Chief Financial Officer

Address: 6232 Santos Diaz Street
Irwindale, CA 91702
Tel: (800) 794-9458



ACKNOWLEDGMENT

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California
County of Los Angeles)

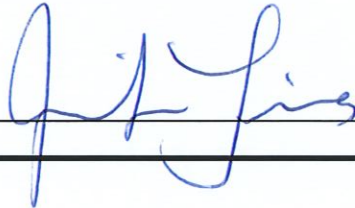
On May 25, 2022 before me, Jennifer Ting, Notary Public
(insert name and title of the officer)

personally appeared Terry Noriega & Theresa Lu,
who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are
subscribed to the within instrument and acknowledged to me that he/she/they executed the same in
his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the
person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing
paragraph is true and correct.

WITNESS my hand and official seal.

Signature



(Seal)



EXHIBIT "A"
SCOPE OF SERVICES

LANDSCAPE MAINTENANCE & TREE TRIMMING SERVICES

LANDSCAPE MAINTENANCE SERVICES

The following sets forth the requirements for this landscape maintenance services Agreement.

Contractor agrees to perform all services listed herein to provide complete and proper maintenance for the premises listed below. Contractor shall also provide all necessary equipment to perform all services and all other necessary safety equipment to comply with OSHA and all other applicable requirements for these services. All equipment must be used in a safe manner. Contractor shall furnish at his own expense all labor, equipment, and materials necessary for the satisfactory performance required for maintenance of parks, landscaped areas, and associated facilities which shall include but is not limited to:

PARK SITES

- Jane Addams Park - 15114 Firmona Avenue
- Rogers /Anderson Park - 4161 W. Manhattan Beach Boulevard
- William Green Park - 4558 W. 168th Street
- Frank Hogan Park - 4045 W. 167th Street
- Charles B. Hopper Park - 4418 W. 162nd Street
- Larry R. Rudolph Park - 14725 Larch Avenue

MEDIANS & PARKWAYS

(LANDSCAPE & HARDSCAPE MAINTENANCE WITH TRASH & LITTER CONTROL)

- Hawthorne Boulevard – From Rosecrans Avenue to Redondo Beach Boulevard
- Manhattan Beach Boulevard – From Inglewood Avenue to Prairie Avenue
- 147th Street and Burin Avenue (at Community Center) – Both side of 147th Street at the Community Center, from Burin Avenue to Hawthorne Boulevard and Burin Avenue from 147th Avenue to the end of the City Hall parking lot, both sides of the street
- Inglewood Avenue – From Marine Avenue to Rosecrans Avenue

EXTERIOR GROUNDS & LANDSCAPE MAINTENANCE FOR FOLLOWING FACILITIES:

- City Hall
- Community Center – including second level terrace
- Municipal Services Department Facility
- Public Works Department Facility
- Sheriff's Station, Lawndale Service Center
- Railroad Right-of-way

MAINTENANCE OF PARKS, LANDSCAPE AREAS AND ASSOCIATED FACILITIES

Contractor shall provide at his own cost and risk all labor, equipment, materials, supplies, tools, and transportation including but not limited to: hauling, dumping, fertilizers, insecticides, herbicides, chemicals, mulch, seed, chalk, brick dust, wood chips, decomposed granite, light bulbs, irrigation controller batteries and all other labor, equipment, materials, supplies, tools and transportation needed to perform park, landscape, and associated facilities maintenance work as directed/described herein these contract documents.

Contractor shall perform all work necessary to complete the contract in a manner acceptable to the City. The areas to be maintained shall include but are not limited to:

- Turf Management (routine mowing, trimming, fertilizing, and watering)
- Hardscape Management (routine sweeping, litter and trash removal, and pressure washing)
- Shrub/Pruning & Groundcover areas (routine weeding, cultivation, fertilization and pruning)
- Irrigation - Operation and Maintenance (includes parts and labor for daily irrigation wear and tear, excludes: construction-related facility irrigation damage or facility failure)
- Ball-diamond Maintenance (off season maintaining, pre-season rehabilitation, sports period maintenance)
- Recreational Building/Restrooms (routine trash removal and cleaning)
- Weed Abatement and Trash Receptacles;
- and all other area(s) listed in Appendix 1 -"Facilities Descriptions".

The above requirement that Contractor shall furnish all labor, materials, tools, equipment, and incidentals and perform all of the services involved in executing this Agreement includes all aspects of irrigation. All facility areas shall be irrigated as required to maintain adequate growth and appearance of all areas subject to this Agreement. Irrigation shall be accomplished in accordance with local water authority guidelines. Irrigation maintenance shall include but not be limited to: operation of the system, adjustments, repairs, modifications, improvements, all components (from connection at meters, including but not limited to: controllers, remote control valves, gate valves and backflow devices, main and lateral lines, sprinkler heads, moisture-sensing devices, and all related equipment), and other irrigation maintenance work as required.

Work shall be performed in accordance with professional standards accepted in the industry in a workmanlike manner and in accordance with the standards, requirements and criteria set forth in the Special Requirements (Exhibit "B") and Technical Provisions (Exhibit "E").

WORK BY CITY FORCES

Notwithstanding any provisions contained elsewhere in this Agreement, the City reserves the right to perform any repair or construction work it deems advisable, including normal routine maintenance contemplated by this contract, with its own labor and equipment and/or through a third party.

1. MATERIALS, EQUIPMENT, AND SUPPLIES TO BE PROVIDED BY CONTRACTOR

Contractor, at its own cost and expense, shall furnish all necessary manpower, equipment, supplies, materials of good quality and in the amounts necessary to fulfill this contract, and to accomplish an acceptable and professional level of maintenance. The City shall have the right to specify the type, quality, and manufacturer of supplies and materials used in maintenance of the parks and median facilities. These supplies and materials shall include, but are not limited to:

- (A) All necessary top dressing, mulch, seed, water absorbers, fertilizers, brick dust, wood chips, decomposed granite, chemicals, amendments, tree stakes, restroom stock, fasteners, rodent control devices, et cetera.

Materials necessary for the repair of irrigation systems shall be billed separately by Contractor to City. Prices for such materials shall not exceed cost plus ten percent (Contractor's Costs +10%) of Contractor's acquisition costs for same. Contractor shall submit an invoice each month itemizing all completed repairs. Irrigation repair billing shall be in addition to the monthly maintenance contract billing.

2. LANDSCAPE IMPROVEMENTS

The construction of sidewalks, turf areas, play equipment, and irrigation system installations, when necessary, may be requested to be undertaken by Contractor and shall be on a negotiated price basis provided, however, the City shall have the option to seek bids for such work and may award this work to others.

3. CONTRACTOR STAGING AREA

Contractor is responsible for securing an area for staging equipment and vehicles used to perform all services required under the Agreement at Contractor's sole cost. The City will not provide an area for staging. Contractor shall not stage equipment or vehicles at the Public Works Yard or on other City-owned property.

4. CONTRACTOR VEHICLES AT CITY PARKS

Contractor is permitted to drive vehicles within City Parks as needed while performing services, except at Hopper Park. At Hopper Park, Contractor must park all vehicles in designated parking areas only.

The following are the service levels required for each of maintenance tasks to be provided by Contractor. All service levels apply to the associated facilities and parks, landscape areas included in Appendix 1, "Facilities Descriptions".

Daily service levels are designated as Monday through Friday (M-F) or Monday through Sunday (7 days per week).

1) Turf Management

- (a) Mowing
- (b) Turf edging & trimming
- (c) Recreation Turf
- (d) Renovation
- (e) Turf irrigation
- (f) Litter & leaf pick-up
- (g) Turf fertilization
- (h) Aeration

Service Level

- Once a week any day of the week or M-F
- Once a week any day of the week or M-F
- Daily (M-F)
- As directed by City
- Managed by automation as needed
- As needed
- Three times annually - chemically balanced
- Twice annually

2) Hardscape Management

- (a) Parking Lots
- (b) Picnic Shelters

- (c) Walkways & patios
- (d) Play areas, sand areas

Service Level

- Inspected daily (M-F), including curbs
- Includes garbage cans emptied (daily 7 days per week), table tops steam cleaned/pressure washed, once weekly (M-F)
- Cleared daily (M-F)
- Inspections and rake thoroughly (daily 7 days per week), and "screen clear" filter the sand and wood chips (once weekly M-F)

3) Trees, Shrubs & Ground Cover Areas

- (a) Shrub Maintenance
- (b) Ground Cover (weeding)
- (c) Cultivation
- (d) Pruning

Service Level

- Weekly
- Weekly
- Monthly
- Weekly

4) Watering / Irrigation

- (a) Irrigation equipment
- (b) Head adjustment
- (c) Broken heads
- (d) Flow restrictions
- (e) Control valves
- (f) Controller Progress

Service Level

- Inspect once a week (M-F)
- Maintain properly
- Repair as needed
- As indicated
- Adjust as needed
- Adjust as needed

5) Park and Other Equipment

- (a) Play equipment
- (b) Picnic tables & benches
- (c) Trash Containers
- (d) Lighting
- (e) Drinking fountains
- (f) Opening Parks (3) –

Service Level

- Inspect daily (7 days per week)
- Inspect daily (7 days per week)
- Emptied, cleaned or replaced as needed
- Inspect weekly
- Inspect/maintain five (5) days a week (M-F)
- Open all park gates daily (7 days per week)

Hogan, Hopper and Rudolph Parks

Parks remain closed when raining or do not open when rain is substantial the previous night. Recreation staff will secure all park gates upon closing.

6) Mc Kenzie Community Garden

- (a) Trim back any vegetation extending beyond plot borders to the outer edge of said plot border.
- (b) Clear decomposed granite pathways of any weeds for aesthetic purposes and any debris in pathways, such as rocks, stones or other obstructions.

7) Ball Fields

- (a) Skin infield, base mounts, pitchers plate mount, and batters boxes.
- (b) Inspections
- (c) Fencing
- (d) Bleachers & player benches

Machine dressed & watered daily (7 days per week). Base mounts, pitchers plate mount and batters boxed leveled, watered and tamped.

Daily (M-F), includes filling in holes and top-dressing
Inspect weekly to insure fabric is secured
Inspect daily (M-F) & maintain for safety

8) Medians

- (a) General Maintenance
- (b) Litter pick-up

Service Level

All maintenance requirements & functions specified (above) for turf, shrubs, trees, ground cover & irrigation as applies to median maintenance
Inspected twice daily (7 days per week). Scheduled regularly to occur at the beginning of each day the first time

9) Parks Buildings Management

- (a) Buildings (interior and exterior)

Service Level

Interior: Inspected daily (7 days per week). Floors mopped & waxed monthly. Report graffiti daily as needed. Garbage cans emptied daily (7 days per week). Exterior: Pickup all trash and paper scraps surrounding park building, clean windows and doors (spray and wipe) once per week, or more frequently as needed.

(b) Bathrooms and exterior drinking fountains Inspected daily (7 days per week). Report graffiti daily as observed. Clean fixtures and stock with paper products as needed daily (7 days per week). Clean (spray and wipe) exterior drinking fountains at all parks daily (M-F).

Working Time Limits

All work shall be performed between the hours of 7:00 a.m. and 3:30 p.m., Monday through Sunday, and as otherwise specified in this Agreement. The majority of maintenance tasks shall be completed Monday through Friday. Some maintenance tasks and "as needed" frequency may require Saturday and Sunday work by Contractor as specified by the City. The City reserves the right to adjust hours.

Mowing of parks shall be completed and equipment removed before the first morning recess period (generally by 9:00 am) on school days and/or prior to the first scheduled weekend sports or recreation event.

Coordination of Activities

Contractor shall coordinate work with the City to prevent conflict with City recreation programs, activities and events occurring at City facilities maintained by the Contractor.

Weekly Reporting and Maintenance Schedules

Contractor shall make weekly contact with the Public Works Director or his designee to provide detailed work level and effort, as well as maintenance performance. Contractor shall provide the City with a weekly long sheet showing the names, dates, and hours worked of all employees for the previous week, on the following Monday.

Contractor shall deliver weekly (Monday through Sunday) maintenance schedules identifying specific job tasks and the frequencies of performance each day of the scheduled period to the Director of Public Works no later than the Wednesday prior to the start of the scheduled weekly maintenance.

TREE TRIMMING SERVICES

Contractor shall furnish all materials, equipment, tools, labor, and incidentals as required by the Specifications noted below and Contract Documents to provide the required services. The general items of work include tree pruning for public safety and such other items that are required by the Specifications noted below.

LOCATION OF SERVICES

The work will take place citywide for three fiscal year (FY): FY 2022/23, FY 2023/24 and FY 2024/25. (Work does not include utility line clearance.) The three fiscal year work load are to be performed as described in the Schedule of Performance.

STANDARD SPECIFICATIONS

The Standard Specifications of the City are contained in the 2021 Greenbook Edition of the Standard Specifications for Public Works Construction, with amendments and supplements, as written and promulgated by the Joint Cooperative Committee of the Southern California Chapter of the American Public Works Association and the Southern California District of the Associated General Contractors of California.

Work shall also conform to American National Standards Institute (ANSI) Z.133.1, Standards for Tree Care Operations, ANSI A300 Pruning Standards, OSHA regulations, and International Society of Arboriculture (ISA) Standards.

The Standard Specifications set forth above will control the General Provisions, Construction Materials, and Construction Methods for this Contract, except as amended by the Plans, Special Provisions, or other contract documents. The following Special Provisions are supplementary and in addition to the provisions of the Standard Specifications unless otherwise noted and the section numbers of the Special Provisions coincide with those of the said Standard Specifications. Only those sections requiring elaborations, amendments, specifying of the options, or additions are called out.

All work to be done under this contract shall be divided and completed in three fiscal years (FY): FY2022/23, FY2023/24 and FY2024/25. FY2022/23 work shall be completed within ninety (90) calendar days between September 1, 2022 and November 30, 2022. FY2023/24 work shall be completed within ninety (90) calendar days between September 1, 2023 and November 30, 2023. FY2024/25 work shall be completed within ninety (90) calendar days between September 1, 2024 and November 30, 2024

FY2022/23 work will include pruning:

- the street and parkway trees located in the westerly half of the City;
- all trees on the major boulevards, except Palm trees;
- palm trees on Hawthorne Boulevard and Manhattan Beach Boulevard;
- all park and city facility trees
- selected trees throughout the Railroad right-of-way (refer to Appendix).

FY2023/24 work will include pruning:

- the street and parkway trees located in the easterly half of the City;
- all trees on the major boulevards, except Palm trees;
- all park and city facility trees; and
- selected trees throughout the Railroad right-of-way (refer to Appendix).

FY2024/25 work will include pruning:

- the street and parkway trees located in the westerly half of the City;
- all trees on the major boulevards, except Palm trees;
- palm trees on Hawthorne Boulevard and Manhattan Beach Boulevard;
- all park and city facility trees
- selected trees throughout the Railroad right-of-way (refer to Appendix).

EXHIBIT "B"
SPECIAL REQUIREMENTS

LANDSCAPE MAINTENANCE

(A) All work shall be performed in accordance with the Service Level Standards in the Technical Provisions (Exhibit "E") at established frequencies so as to maintain the aesthetic appearance, safety, and usefulness and play ability/usability of parks, landscape areas, and maintenance of associated facilities to standards acceptable to the City. Frequencies are indicated for some of the tasks described in the Schedule of Performance (Exhibit "D"). Some higher use areas may require greater frequencies than those indicated in the Service Level Standards in order to provide the minimum required standard service level.

(B) The City shall make routine inspections of all facility areas included in this Agreement and shall advise Contractor of any deficiencies noted. The results of each inspection shall be recorded and retained for reference. The Landscape Maintenance Services Checklist, Appendix "3" of this Agreement, shall be used to evaluate the Contractor's performance.

The Contractor shall compensate the City for all time required for any re-inspection and related supervision as a result of noted deficiencies providing that compensation shall be charged at a rate including actual time, fringe benefits, and mileage costs incurred by the City.

(C) Notices and penalties for non-performance are set forth as follows:

1) Deficiency Notice: The Contractor is required to correct deficiencies within five (5) working days after notification by City.

2) Withholding of Payment: Provided work under the Deficiency Notice has not been completed, payment for addressing the subject deficiency shall be withheld until the deficiency is corrected, without right to retroactive payments. Such costs shall be determined by the City based on a percentage of the item cost per month for the area in question, using the cost for the area as provided by the Contractor on the proposal form.

3) City's Right to Correct Deficiency: Five (5) working days after issuing a Deficiency Notice to Contractor, City shall re-inspect the noted deficiency to verify whether the deficiency has been corrected to the satisfaction of the City. City shall, at its option without further notice to Contractor, correct the noted deficiency and deduct costs incurred by City from Contractor's next contract payment. The cost of re-inspection shall also be deducted from Contractor's next payment in accordance to Section I (B) listed above.

4. Description of Deficiencies

- Performance deficiency. Examples include: failure to comply with conditions, specifications, reports, schedules and/or directives from Authorized Representatives; failure to adequately remove trash/debris/weeds in a timely manner, apply chemicals, prune, etc. Deduction may be based upon costs provided by the Contractor on the Bid Worksheets submitted at the time of bid or as deemed appropriate by the City's Representative.
- Failure to comply with minimum City-defined manpower requirements. Deduction of \$100 per employee per workday.
- Failure to provide adequate equipment in compliance with City specifications and/or as requested by the City's Representative. May result in a deduction of up to \$250 per instance per workday.
- Failure to protect public health and/or correct safety concerns. These include, but are not limited to, policing City property for hazards, responding to emergencies, providing adequate traffic control measures (per M.U.T.C.D. Guidelines). May result in a deduction of up to \$250 per occurrence.
- Failure to comply with water restrictions imposed by the Water Authority. May result in a deduction of up to \$250 per occurrence. Additionally, Contractor shall be responsible for any imposed penalties.
- Major irrigation deficiencies shall be repaired within 12 hours and are subject to a deduction up to \$250 per occurrence.

The Contractor's representative shall contact the City on a weekly basis for notification of any special maintenance item(s) requiring correction.

2. **CONTRACTOR'S EMPLOYEES**

(A) Uniforms and Clothing

- 1) The Contractor's employees shall wear uniform shirts that have the Contractor's company name and the employee's first name clearly displayed on the shirt. All shirts worn by Contractor's employees shall be of the same color, material and style.
- 2) The Contractor's employees shall, when working on medians or in other vehicle traffic areas, be required to wear orange safety vests over their uniforms.
- 3) The Contractor's employees shall wear hard-soled shoes at all times while on duty. Soft soled shoes such as such athletic shoes and similar footwear shall not be permitted.

(B) Work Force; Background Checks

The Contractor must employ sufficient personnel to perform all work as described in Technical Provisions (Exhibit "E"). The parks at Jane Addams, Rogers/Anderson, and William Green schools, which will be part of the work provided pursuant to this contract with the City, are owned by the Lawndale Elementary School District and are school playground facilities during normal school hours. Accordingly, Contractor hereby warrants that she/he and all employees or agents of Contractor who may provide services pursuant to this Agreement who may have contact with children have never been convicted of any offense specified in Public Resources Code Section 5164 or Penal Code Section 11105.3 which would preclude any such person from contact with children. In addition, Contractor agrees to provide City with Live Scan fingerprints and the related criminal background check for each employee or agent of Contractor who may provide services pursuant to this Agreement.

The determination of adequacy in the number of Contractor's personnel will be made by the Director of Public Works or his/her representative and will be based upon performance or nonperformance in each case. Upon written notification from the City the Contractor shall assign additional personnel within two work days. Continued nonperformance may result in removing that item or facility area from the terms of this Agreement. Serious nonperformance will be considered contractor default.

1) Parks - The Contractor shall provide maintenance for Parks Areas in conformance with Technical Provisions (Exhibit "E"). Said maintenance shall begin at 7:00 a.m. and shall be provided seven (7) days a week. Park buildings and restrooms shall be maintained daily seven (7) days per week as described in Technical Provisions (Exhibit "E"), Part 8.

2) Median Landscape Maintenance Areas - The Contractor shall provide maintenance for the median landscape areas in conformance with Technical Provisions (Exhibit "E"). Normal maintenance shall begin 7:00 a.m. and shall be provided five (5) days a week, Monday through Friday. Parkway trash collection or sweeping may begin as early as 6:00 a.m. to coordinate with street sweeping and median sweeping to be provided by others. Hawthorne Boulevard Median and Inglewood Avenue Median maintenance shall begin 9:00 a.m. and shall be provided five (5) days a week, Monday through Friday, for litter and debris removal in conformance with (Exhibit "E") and once weekly for mowing and trimming in conformance with Technical Provisions (Exhibit "E"). For Hawthorne Boulevard and Inglewood Avenue maintenance, the crews will ensure that they provide access to motorists who wish to park and will not block ingress and egress.

3) Landscape Maintenance Areas - The Contractor shall provide maintenance in conformance with the Technical Provisions (Exhibit "E"). Maintenance for City Hall, Community Center, Municipal Services Department Facility, Public Works Department Facility, Sheriff's Station, Lawndale Service Center, and the Railroad right-of-way shall begin at 7:00 a.m. and shall be provided five (5) days a week, Monday through Friday, with the exception of the Community Center maintenance which shall begin at 7:00 a.m. and shall be provided every day (7) days a week.

(C) Contractor's Representative

The Contractor shall have present at all times when performing maintenance activities, an on-site representative who speaks fluent English, whose duty shall be to supervise and coordinate maintenance operations as they occur. This on-site representative shall carry, during work hours, a cell phone for communication. The City shall be advised in writing of the number for this phone.

(D) Reporting

Contractor or his representative shall meet with the Contract Officer or his representative on a regular bi-weekly basis and at such other times as may be required by the City to review the performance of the contract and to discuss any problems or matters as determined by the City. The Contractor shall submit a weekly performance report to the City.

(E) Emergency Services

Contractor shall provide the City with the names and telephone numbers of at least two (2) contacts who can be called by City representatives when emergency maintenance conditions occur. Such work shall be performed for additional compensation unless the emergency maintenance condition is created as a result of Contractor's negligence. Emergency work will be compensated at the hourly rate established by this Agreement for extra work. The City shall call for such assistance only in the event of a genuine and substantial emergency. Upon notification by the City of emergency conditions, the Contractor shall arrive to the site and report status within one (1) hour and Contractor shall charge a maximum of one (1) hour personnel response time for any response to an emergency call requiring a representative of Contractor to travel to the City.

3. EXTRA WORK

In the event of facility damage or facility failure where landscape repair, sprinkler repair, or other facility repair or reconstruction may be required, the City may invite or solicit as extra work, major repair or minor construction activities from Contractor.

Extra work is defined as work requested by the City in addition to the services required of Contractor under this Agreement, such as: replacement of plant materials due to failures beyond the Contractor's control and/or repairs or replacements due to vandalism or Acts of God. Should the incident require an expeditious response, the City shall have the option to pay for all such additional work with either a negotiated fee or a time and materials basis fee.

Contractor shall obtain written approval from the Contract Officer prior to proceeding with any extra work except for emergency repairs. Contractor shall submit a written proposal to the City when extra work is required or requested by the City. The City reserves the right to have any extra work completed by other contractors or City forces.

Contractor shall be responsible for the cost of any extra work as a result of the Contractor's negligence as determined by the Contract Officer in his sole discretion.

4. DAMAGES

Upon authorization by the Contract Officer, the Contractor will be reimbursed for the repair or replacement of any City-owned property, whether real or personal, which is damaged or destroyed through vandalism or fire or which disappears by an unknown cause.

Where public safety is affected Contractor shall make immediate equipment repairs or removals and shall report such repairs or removals within one (1) hour to the Contract Officer.

Any work performed by the Contractor, as described in this Section 4, shall be considered as extra work and shall be paid for as "Extra Work" under these specifications.

5. FACILITY OUT OF USE

In the event any park area or City facility is not usable for any reason, including acts of nature or vandalism, the Contract Officer may declare, for the purpose of maintenance, that an emergency condition exists and that the facility is out of use. In such event, contract services may be temporarily suspended on a twenty-four (24) hour notice.

Contractor shall not be compensated for any park area or City facility that is out of use during that period of time that Contractor does not provide any maintenance services. If a portion of any park area or city facility is partially declared out of use, City and Contractor shall negotiate in good faith the cost of providing a modified or reduced maintenance service.

6. CHEMICAL CONTROL

Contractor shall comply with all rules and regulations of the Department of Food and Agriculture, the State Department of Health Services, the Department of Industrial Relations and all other agencies which govern the use and application of chemicals required in the performance of the work to be provided pursuant to this Agreement. The term "chemicals" shall include but not be limited to: fertilizers, herbicides, insecticides, fungicides, rodenticides, germicides, nematocides, bactericides, inhibitors, fumigants, defoliants, desiccants, soil sterilants and repellants. Contractor shall apply spray chemicals when air currents are still, preventing drifting onto adjoining property whether or not they are in, or near, the project. Particular care shall be exercised on joint school/park sites and shall consider and accommodate normal school hours/operations and school site safety.

The Contractor shall submit a list of all chemical fertilizers, herbicides or pesticides proposed for use under this contract for approval by the Director of Public Works. Contractor shall submit a schedule to the Contract Officer outlining date, location and chemical type/analysis to be performed at least fifteen (15) days prior to the week of work. Said schedule must be approved by the Contract Officer before the work is undertaken.

A pollution prevention plan shall be developed within the first sixty (60) days of execution of this Agreement to maintain compliance with industry best management practices for pollution prevention.

7. WATER CONSERVATION

Contractor shall be responsible for establishing watering time lengths for manual and automatic irrigation systems. Watering time lengths shall be adjusted based upon weather, usage, plant material type, soil condition, and shade and output volume of water by the irrigation head type. Contractor shall keep watering equipment (pipe, valves, irrigation heads, and irrigation controllers) in good working order. The City shall be promptly notified of any water leaks. No watering shall occur when it is raining nor shall watering conflict with daytime school operations or with pre-scheduled sports activities.

Contractor shall minimize the use of water during maintenance operations. The Contractor shall comply with all applicable requirements of the National Pollution Discharge Elimination System (NPDES) Best Management Practices (BMP) as established and adopted by the City. In keeping with the municipal NPDES requirements, washing down equipment is discouraged. The Contractor shall not permit any trash, debris, vegetative trimmings, fugitive soils or organic materials to be discharged through sweeping, blowing or other means to any street, gutter, drainage structure, storm drain or waterway, flowing or not. In no case shall the Contractor use water to rinse or flush chemicals of any kind from equipment or a facility area into either a storm drainage or sanitary sewage system.

8. SOUND CONTROL REQUIREMENTS

Contractor shall comply with all County and City sound control and noise level rules, regulations and ordinances which apply to any work performed pursuant to this Agreement, and shall make every effort to control any undue noise resulting from its operations.

No maintenance functions that generate excess noise, which would cause annoyance to residents of the area, shall be commenced before 8:00 a.m. and after 7:00 p.m. or such other time as directed by the Public Works Director. Please note that the use of gas powered air blowers is prohibited by ordinance within the City.

Each internal combustion engine used for any purpose while performing the landscape maintenance services or related to landscape maintenance services shall be equipped with a muffler of a type recommended by the manufacturer. No internal combustion engine shall be operated without said muffler. Said noise level requirement shall be applied to all equipment used or related to providing landscape maintenance services, including, but not limited to, tracks, transit mixer, or transit equipment that may or may not be owned by the Contractor. The use of loud sound signals shall be avoided in favor of light warnings except those required by safety laws for the protection of the public or Contractor's personnel.

9. AIR POLLUTION

Contractor shall comply with all air pollution control rules, regulations, ordinances and statutes which apply to any work performed pursuant to this Agreement and shall not discharge smoke, dust or any other air contaminants into the atmosphere in such quantity as will violate the regulations of any legally constituted authority. Material to be disposed of shall not be burned.

10. TRAFFIC AND DETOURS

(A) General

Contractor shall provide all labor, materials and equipment to install barriers, guards, lights, signs, temporary bridges, flag persons; advising the public of detours and construction/maintenance hazards and, on completion of the work, promptly remove all signs and warning devices. Contractor shall be responsible for compliance with additional public safety requirements, which arise during landscape installations at the park and medians. Contractor shall notify Contract Officer seventy-two (72) hours in advance for approval prior to closing or partial closing of any street or public thoroughfare.

(B) Responsibility

Should the Contractor appear to be neglectful or negligent in furnishing warning and protective measures, the City may direct attention to the existence of a hazard and the necessary warning and protective measures shall be immediately furnished and installed at the Contractor's expense.

(C) Hauling

Spillage onto public or private property resulting from hauling operations shall be immediately removed at Contractor's expense.

When entering or leaving roadways carrying public traffic, the Contractor's equipment, whether empty or loaded, shall in all cases yield to public traffic.

11. REMOVAL AND DIVERSION OF DEBRIS

Contractor shall promptly remove all debris accumulated as a result of maintenance operations and shall not allow any debris to remain on the public street or other public property after 4:00 p.m. on the day on which debris is generated.

Debris is defined as leaves, branches, paper and all foreign matter, etc. Grass clippings are not to be removed from the landscape. Removal, diversion, and disposal of debris shall be performed at no additional cost to the City and shall be considered to be included as part of the Contractor's proposal price.

Contractor shall divert grass/turf clippings from landfilling by using mulching mowers specifically designed to mulch grass/turf clippings and redeposit the mulched material back on the landscape. Contractor shall mulch all grass/turf clippings and report the acreage mowed and the frequency at which it is mowed to the City in accordance with Section 6.0, Records and Reports, of the Agreement. Remaining green waste (organic material) such as leaves, twigs, etc. shall be separated from foreign matter (inorganic material) such as paper, glass, plastic, etc. Said green waste shall be separated from foreign matter and diverted from landfilling.

All green waste produced as a result of Contractor's operations under this Agreement shall be reduced, reused, recycled, and/or transformed. Weight slips shall be delivered to the Director of Public Works as proof of final disposal.

12. AUTHORITY OF THE DIRECTOR OF PUBLIC WORKS

The Director of Public Works or his/her authorized representative shall be the determining authority with respect to all issues regarding the quality or acceptability of work performed and as to the manner of performance and rate or progress of the work. Whenever Contractor's designated supervisor is not present for any part of the work where it may be desired that he give direction, orders within the scope of these specifications may be given by the Director of Public Works or his/her authorized representative, and Contractor shall instruct its staff to follow these orders as though they had been issued by Contractor.

13. SUSPENSION OF CONTRACT

If, at any time, in the opinion of the City, Contractor has failed to supply an adequate workforce, or equipment of proper quality, or has failed in any other respect to execute the work with the diligence and force specified and intended in and by the terms of this Agreement, notice thereof, in writing, shall be served upon Contractor. Should Contractor neglect or refuse to provide means for satisfactory compliance with this Agreement, as directed by the Director of Public Works or his/her authorized representative, within the time specified in such notice, the City Council may suspend this Agreement. Upon receiving notice of such suspension, the Contractor's control shall terminate, and thereupon the City may hire such force and buy or rent such additional machinery, tools, appliances and equipment, and buy such additional materials and supplies at the Contractor's expense as may be necessary for the conduct of the work and for the completion thereof; or may employ the necessary workmen, substitute other parties to perform the work required under this Agreement; employ the necessary workmen, substitute other machinery or materials, and purchase the materials contracted for in such a manner, as the City Council may deem proper or the City Council may annul and cancel the Agreement and related work. Any excess cost arising there from over and above the contract price shall be charged against the Contractor and his sureties from liability for failure to fulfill this Agreement.

The Contractor and his sureties shall be credited with the amount of money so forfeited toward all excess cost over the operations of this Agreement and the completion of the work by the City as above provided.

14. LAWS TO BE OBSERVED

Contractor shall keep itself and its employees and agents fully informed of, and ensure that all work and services are provided in compliance with, all Federal and State laws, and all municipal ordinances and regulations of the City which in any way affect the conduct of the work, and all such orders and decrees of bodies or tribunals having any jurisdictions or authority over the same.

Contractor shall comply with all applicable provisions of Section 8.20.75, Gasoline-powered weed and debris blowers; and Section 13.12.060 Illicit discharges, Subsection H, of the Lawndale Municipal Code.

15. INCLEMENT WEATHER

Contractor shall not work or perform any operations during inclement weather which may destroy or damage ground cover or turf areas. Contractor shall contact the Contract Officer for the determination of non-operation conditions.

16. WAGES

Contractor shall ensure that all maintenance and other services provided pursuant to this Agreement are provided in accordance with all applicable laws and regulations relating to the payment of prevailing wages and in accordance with State of California Department of Industrial Relations General Prevailing Wage Determination for Landscape Maintenance [Craft: Landscape Irrigation, Maintenance, and Operations (10C, 18A, 18C)] for Los Angeles County. Refer to www.dir.ca.gov/dlsr/pwd for detailed information. A copy of the current, General Prevailing Wage Determination for Landscape Maintenance is available at the Lawndale Public Works office. Contractor further understands and agrees as follows:

A. That the statutory provisions for penalties for failure to pay prevailing wages will be enforced (Labor Code §1775) and the statutory provisions for penalties for failure to comply with state's wage and hour laws will be enforced. (Labor Code §1813.)

B. That Contractor must comply with the statutory requirements relating to certified copies of payroll records, including the maintenance of the records, their certification, and their availability for inspection. (Labor Code §1776.)

C. Contractor will comply with the statutory requirements relating to the employment of apprentices. (Labor Code §1777.5.)

D. Eight hours' labor constitutes a legal day's work as described in Labor Code §1810.

E. Contractor must secure the payment of workers' compensation to its employees as provided in Labor Code §§1860 and 3700. In addition, the Contractor must sign and file a statutorily prescribed statement acknowledging its obligation to secure the payment of workers' compensation to its employees before beginning work. (Labor Code §1861.)

F. Contractor acknowledges and agrees that should any third party, including but not limited to the Director of the Department of Industrial Relations, determine that Contractor has failed to pay the general prevailing wage rates of per diem wages and/or overtime and holiday wages required for any of the work provided hereunder, Contractor shall indemnify, defend, and hold the City harmless from any such determinations, or actions (whether legal, equitable or administrative in nature) or other proceedings, and shall assume all obligations and liabilities for the payment of such wages and for compliance with the provisions of prevailing wage law.

17. SURETIES AND INSURANCE

Contractor shall provide the City with a Faithful Performance Bond and a Labor and Material Bond (Payment Bond) within fifteen (15) days from the date of written notice of the award of this Agreement as described in the Request for Proposal for Landscape Maintenance and Tree Trimming Services.

All insurers and sureties must be rated A or better according to the most recent A.M. Best Co. Rating Guide. The selected contractor shall deliver, concurrently with execution of the agreement and delivery of said payment bond and performance bond, to the City the following documents:

- (a) A copy of the "Certificate of Authority" of the Insurer or Surety issued by the Insurance Commissioner, which authorizes the Insurer or Surety to transact surety insurance in the State of California; or
- (b) A certificate from the Clerk of the County of Los Angeles that the "Certificate of Authority" of the Insurer or Surety has not been surrendered, revoked, canceled, annulled, or suspended or, in the event the "Certificate of Authority" of the Insurer or Surety has been suspended, that renewed authority has been granted.

Failure of Contractor to deliver these documents by the time of execution of this Agreement shall require the City to refrain from entering the Agreement, as Contractor will be deemed to have failed to ensure the sufficiency of the Insurer or Surety to the satisfaction of the City, as required by the provisions of the Bond and Undertaking Law, Code of Civil Procedure 995.660. Upon receipt of any bonds, City shall contact the bond company to verify the bond's validity.

18. SENATE BILL 1383 (SB 1383) REQUIREMENTS

Company to Act as Direct-Service Provider of Compost and Mulch to the City of Lawndale
Company shall provide the City with the compost and mulch to be used in its operations provided within the City for the purpose of facilitating the City's compliance with SB 1383 recovered organic waste product procurement requirements, as described in the California Code of Regulations Title 14, Division 7, Chapter 12, Article 12 – Procurement of Recovered Organic Waste Products (14 CCR 18993.1 et seq.). Company shall procure this material on behalf of the City of Lawndale.

Recordkeeping and Reporting Requirements: Company shall maintain the following records sufficient to demonstrate that any compost or mulch procured on the City of Lawndale's behalf under this Agreement is not applied towards the SB 1383 recovered organic waste product procurement target of any other jurisdiction.

Company shall keep and maintain a complete copy of all records regarding its provision of services to City. Records shall be maintained on a calendar year basis, i.e. for each calendar year in which Company procures compost and mulch for City under this Agreement.

1) Reporting:

- a) The name, physical location, and contact information of each entity, operation, or facility from whom the compost and mulch was procured, and a general description of how the product was used, and if applicable, where the product was applied.
- b) All invoices or similar records evidencing all procurement.

Records regarding Company's compost and mulch procurement services in a particular calendar year shall be maintained for six calendar years after the end of that Service year. These records shall be made available for inspection by the City or the California Department of Resource Recycling and Recovery at any time during usual business hours.

Requirements for Compost and Mulch. The following requirements must be met to ensure that compost and mulch procured under this Agreement meets the requirements specified in 14 CCR 18993.1.

Compost - As required in 14 CCR 18993.1(f)(1), compost procured on behalf of the City of Lawndale shall meet the following criteria:

1) Materials:

- a) Acceptable materials are:
 - i) Compost, including fine, medium, and coarse compost.
 - ii) The portion of topsoil, biotreatment soil mix, or other blend that is compost.
 - iii) See attached specification for additional requirements.

b) Unacceptable materials include:

- i) Compost that exceeds state maximum limitations for pathogens, metals, and physical contaminants in 14 CCR § 17868.2 – 17868.3.1.
- ii) Uncomposted compostable materials, including:
 - (1) Digestate
 - (2) Biosolids/sewage sludge
 - (3) Manure
 - (4) Tree trimmings and green waste
- iii) Biochar
- iv) Fertilizers and soil amendments, including:
 - (1) Synthetic fertilizer
 - (2) Nitrolized sawdust
 - (3) Gypsum
 - (4) Urea
- v) Topsoil, fill (except as described in (1)(a)(ii))

2) Sources:

a) Acceptable sources of compost: (per 14 CCR 18993.1(f)(1)):

i) A compostable material handling facility with a Full Solid Waste Facility Permit or Registration Permit, or that is authorized under the Enforcement Agency Notification Tier under 14 CCR § 17854.1

ii) A large volume in-vessel digestion facility that composts on-site.

3) Definitions:

a) "Biochar" means the charcoal product of biomass conversion through pyrolysis (along with ash and syngas).

b) "Biosolids" means solid, semi-solid, or liquid residue generated during the treatment of domestic sewage in a treatment works. Biosolids includes, but is not limited to, treated domestic septage and scum or solids removed in primary, secondary, or advanced wastewater treatment processes. Biosolids includes the residue solids resulting from the co-digestion of anaerobically digestible material with sewage sludge. Biosolids does not include ash generated during the firing of sewage sludge in a sewage sludge incinerator or grit and screenings generated during the preliminary treatment of domestic sewage in a treatment works. 14 CCR 17852(a)(9)

c) "Compost" means the product resulting from the controlled biological decomposition of organic solid wastes that are source separated from the municipal solid waste stream, or which are separated at a centralized facility. 14 CCR 17896.2(a)(4)

d) "Compostable material" means any organic material that when accumulated will become active compost. 14 CCR 17852(a)(11)

e) "Compostable Material Handling Facility permitted or authorized by 14 CCR § 17854.1" means a facility described by the tiered regulatory system adopted by the California Integrated Waste Management Board in 1994.

f) "Digestate" means the solid and/or liquid residual material remaining after organic material has been processed in an in-vessel digester. 14 CCR 17896.2(a)(6)

g) "Large Volume In-vessel Digestion Facility" means a facility that receives an average greater than 100 tons of solid waste per operating day or greater than 700 tons (2,800 cubic yards) per week of solid waste for digestion in an in-vessel digester. 14 CCR 17896.2(a)(15)

h) "Manure" is an agricultural material and means accumulated herbivore or avian excrement. This definition shall include feces and urine, and any bedding material, spilled feed, or soil that is mixed with feces or urine. 14 CCR 17896.2(a)(18)

Mulch - As required in 14 CCR 18993.1(f)(4), mulch procured on behalf of the City of Lawndale shall meet the following criteria:

1) The mulch is produced at one or more of the following:

- a) A compostable material handling operation or facility as defined in Section 17852(a)(12), other than a chipping and grinding operation or facility as defined in Section 17852(a)(10), that is permitted or authorized under this division; or
- b) A transfer/processing facility or transfer/processing operation as defined in Sections 17402(a)(30) and (31), respectively, that is permitted or authorized under this division; or
- c) A solid waste landfill as defined in Public Resources Code Section 40195.1 that is permitted under Division 2 of Title 27 of the California Code of Regulations.

California Code of Regulations 17852(a)(10)

“Chipping and Grinding Operations and Facilities” means an operation or facility, that does not produce compost that mechanically reduces the size or otherwise engages in the handling, of compostable material and:

(A) The site does the following:

- 1. The site handles only material, excluding manure, allowed at a green material composting operation or facility as set forth in section 17852(a)(22); and,
- 2. Each load of green material is removed from the site within 48 hours of receipt. The EA may allow a site to keep green material on-site for up to 7 days if the EA determines that the additional time does not increase the potential for violations of this Chapter.

(B) If the site fails to meet the definition of green material because it exceeds the contamination limits in section 17852(a)(21), the site shall be regulated as set forth in the Transfer/Processing Regulatory requirements (commencing at section 17400).

(C) If the site fails to meet the definition of this section because the green material remains on-site for a longer period of time than is allowed, then the site shall be regulated as a compostable material handling operation or facility, as set forth in this Chapter

California Code of Regulations 17852(a)(12)

“Compostable Materials Handling Operation” or “Facility” means an operation or facility that processes, transfers, or stores compostable material. Handling of compostable materials results in controlled biological decomposition. Handling includes composting, screening, chipping and grinding, and storage activities related to the production of compost, compost feedstocks, and chipped and ground materials. “Compostable Materials Handling Operation or Facility” does not include activities excluded from regulation in section 17855. “Compostable Materials Handling Operation or Facility” also includes:

- (A) agricultural material composting operations;
- (B) green material composting operations and facilities;
- (C) vegetative food material composting facilities;
- (D) research composting operations;
- (E) chipping and grinding operations and facilities; and,
- (F) biosolids composting operations at POTWs (publicly owned treatment works).

California Code of Regulations 17402(a)(30) and (31)

(30) "Transfer/Processing Facility" or "Facility" includes:

- (A) those activities governed by the Registration Permit tier or Full Solid Waste Facility Permit requirements (as specified in sections 17403.6 and 17403.7); and,
- (B) which:
 - 1. receive, handle, separate, convert or otherwise process materials in solid waste; and/or
 - 2. transfer solid waste directly from one container to another or from one vehicle to another for transport; and/or
 - 3. store solid waste;
- (C) The receipt of separated for reuse material pursuant to Public Resources Code, Division 12.1, Chapter 2, sections 14511.7, 14518, or 14520, located within a solid waste facility does not constitute solid waste handling, or processing, if there is a defined physical barrier to separate recycling activities defined in Public Resources Code, Division 12.1, Chapter 2, sections 14511.7, 14518, or 14520, from the solid waste activities, or where the recycling and solid waste activities are considered by the EA as separate operations.
- (D) "Transfer/Processing Facilities" do not include activities specifically defined in section 17402.5(c) of this Article, and operations and facilities that are subject to regulations in Chapter 3.1 (commencing with section 17850).

(31) "Transfer/Processing Operation" or "Operation" includes:

- (A) those activities governed by the EA Notification tier requirements; and,
- (B) which:
 - 1. receive, handle, separate, convert or otherwise process materials in solid waste; and/or
 - 2. transfer solid waste directly from one container to another or from one vehicle to another for transport; and/or
 - 3. store solid waste;
- (C) The receipt of separated for reuse material pursuant to Public Resources Code, Division 12.1, Chapter 2, sections 14511.7, 14518, or 14520, located within a solid waste operation does not constitute solid waste handling, or processing, if there is a defined physical barrier to separate recycling activities defined in Public Resources Code, Division 12.1, Chapter 2, sections 14511.7, 14518, or 14520, from the solid waste activities, or where the recycling and solid waste activities are considered by the EA as separate operations.
- (D) "Transfer/Processing Operations" do not include activities specifically defined in section 17402.5(c) of this Article, and operations and facilities that are subject to regulations in Chapter 3.1 (commencing with section 17850).

Public Resources Code Section 40195.1

(a) "Solid waste landfill" means a disposal facility that accepts solid waste for land disposal, but does not include a facility which receives only wastes generated by the facility owner or operator in the extraction, beneficiation, or processing of ores and minerals, or a cemetery

which disposes onsite only the grass clippings, floral wastes, or soil resulting from activities on the grounds of that cemetery.

(b) For the purposes of Article 3 (commencing with Section 43500) and Article 4 (commencing with Section 43600) of Chapter 2 of Part 4, "solid waste landfill" does not include a facility which receives only nonhazardous wood waste derived from timber production or wood product manufacturing. For the purposes of the fee imposed by Section 48000, facilities which receive only nonhazardous wood waste derived from timber production or wood product manufacturing shall, notwithstanding Section 48000, pay a quarterly fee to the state board on all solid waste disposed at each disposal site, which does not exceed the amount of the fee due and payable to the state board by those facilities during the 1992 calendar year.

TREE TRIMMING

21. GENERAL

A. THE REQUIREMENTS

All work embraced herein shall be accomplished in accordance with the applicable portions of the "Standard Specifications for Public Works Construction" 2006 edition, plus any supplements, published, herein referred to "Standard Specifications," except as modified by the General Conditions and these Special Provisions. In addition to the above, the Contractor shall comply with the following requirements:

- (1) Request for Proposals
- (2) General Requirements
- (3) Proposal
- (4) Performance Bond
- (5) Labor and Materials Bond
- (6) Contractor's License Affidavit
- (7) Reference List
- (8) Equipment List
- (9) Agreement

B. DEFINITION OF TERMS

Wherever in the Standard Specifications terms are used, they shall be understood to mean and refer to the following:

- (1) City - The City of Lawndale, California
- (2) Council - The Lawndale City Council
- (3) Director - The Lawndale Director of Public Works, acting either directly or through authorized agents.
- (4) Other terms appearing in the Standard Specifications, the General Conditions, and these Special Provisions shall have the intent and meaning specified in Section 1 of the Standard Specifications.

22. SPECIFICATIONS

RECORD DRAWINGS - The Contractor shall maintain a control set of Contract Documents on the project site at all times. All final locations determined in the field, and any deviations from the Street Tree Inventory, shall be marked in red on this control set to show the current conditions. Upon completion of all work, the Contractor shall return the control set to the Director. Final payment will not be made until this requirement is met.

All corrections on record documents shall be done in red ink. Record drawings shall be a control set of the Street Tree Inventory kept on the site for daily recording of "current" conditions. Record documents shall be reviewed prior to all progress payment requests, and submitted prior to final inspection.

23. INSPECTION

The Director, or his authorized agent, shall at all times have access to work during construction, and shall be furnished with every reasonable facility for ascertaining full knowledge regarding the

progress, workmanship and character of materials used and employed in the work. Whenever required, the Contractor shall furnish to the City for test, and free of charge, samples of any one of the materials proposed to be used in the work. Said samples shall be delivered by the Contractor at the place within the City designated by the Director. Rejected material must be immediately removed from the work by the Contractor and shall not again be brought back to the site of the improvement.

The Contractor shall notify the Director or her authorized agent forty-eight (48) hours in advance when he will require inspection for either material or work to be done.

The inspection of the work shall not relieve the Contractor of any of his obligations to fulfill the contract as prescribed. Defective work shall be made good, and unsuitable may be rejected, notwithstanding the fact such defective work and unsuitable materials have been previously overlooked by the Director and accepted or estimated for payment.

A. OBSERVATION OF THE WORK

The authorized representative of the Director will observe all work in progress and will determine satisfactory performance by the Contractor.

1. Sample Pruning. Five (5) sample trees will be selected by the Director for the Contractor to perform pruning in accordance with the Specifications. **NO OTHER WORK SHALL PROCEED UNTIL SAMPLE PRUNINGS ARE APPROVED.**
2. Scheduling of Work. The Contractor shall schedule all work a minimum of 48 hours in advance. This shall include posting "No-Parking" signs as necessary. The Director's representative and the Contractor will review the work for special or unusual requirements 24 hours in advance of the work performance.
3. Inventory Maintenance. The Contractor shall record in a Master Inventory supplied by the City:
 - a. Any change in inventory data, such as species, condition, and location; and
 - b. The date of pruning and type of pruning applied.This record shall be turned over to the Director's representative at the end of each workweek. No progress payments will be authorized without this submittal.

B. COMPLETION OF WORK

1. Each phase of all work to be done under this contract shall be completed within **ninety (90) calendar days** beginning on the date stipulated in the written "Notice to Proceed" issued by the Director of Public Works.
2. In the event that the Director of Public Works shall be of the opinion that the work is being inadequately or improperly prosecuted in any respect, he may demand that the Contractor improve or change the prosecution of the work in such manner as to assure proper and timely completion.

24. NO PERSONAL LIABILITY

No agent of the City of Lawndale shall be personally responsible for any liability arising under the contract. No claim shall be made or filed, and neither the City nor any of its agents shall be liable for, or held to pay money, except as specifically provided in the contract.

25. UNPAID CLAIMS

If, upon or before the completion of the work herein agreed to be performed or at any time prior to the expiration of the period within which claims of lien may be filed for record as prescribed by Section 3084 of the Civil Code of the State of California, any person or persons claiming to have performed any labor or furnished any material, supplies, or services toward the performance or completion of this contract or that they have agreed to do so, shall file with the City a verified statement of such claim, stating in general terms the kind of labor and materials and the name of the person to or for whom the same was done or furnished, or both, and the amount in value, as near as may be, of that already done or furnished, or both, together with a statement that the same has not been paid, or if any person or persons shall bring against the City or against any agent or agents thereof any action to enforce such claim, the City shall until the discharge thereof withhold from the moneys under its control so much of said moneys due or to become due the Contractor under this contract as shall be sufficient to satisfy and discharge the amount in such notice or under such action claimed to be due, together with the costs thereof; provided, that if the City shall in its discretion permit the Contractor to file such additional bond as is authorized by Section 3196 of the Civil Code, in a penal sum equal to 125% of the amount of the claim, said moneys shall not thereafter be withheld on account of such claim.

26. ADDITIONAL SURETY

If during the continuance of the contract any of the sureties upon the faithful performance bond in the opinion of the Director are or become insufficient, the Director may require additional sufficient sureties which the Contractor shall furnish to the satisfaction of the Director within fifteen (15) days after notice, and in default thereof, the contract may be suspended and the work completed as provided in Section 6 of the Standard Specifications.

27. NOISE CONTROL REQUIREMENTS

The Contractor shall comply with all local sound control and noise level rules, regulations, and ordinances that apply to any work performed pursuant to the contract.

Each internal combustion engine used for any purpose on the job or related to the job shall be equipped with a muffler of a type recommended by the manufacturer. No internal combustion engine shall be operated on the project without said muffler. The noise level from the Contractor's operations, between the hours of 7:00 A.M. and 5:00 P.M., shall not exceed 86 dBA at a distance of fifty (50) feet. This requirement in no way relieves the Contractor from responsibility for complying with the City Code Chapter 8.20 "Noise Control" regulating noise level. Said noise level requirements shall apply to all equipment on the job or related to the job, including but not limited to trucks, transmit mixers, or transient equipment that may or may not be owned by the Contractor. The use of loud sound signals shall be avoided in favor of light warnings except those required by safety laws for the protection of personnel.

Full compensation for conforming to the requirements of this section shall be considered as included in the prices paid for the various contract items of work involved, and no additional compensation will be allowed therefore.

28. PERMITS AND LICENSES

The Contractor shall procure all permits and licenses, pay all charges and fees, and give all notices necessary and incident to the due and lawful prosecution of the work.

The California Environmental Quality Act may be applicable to permits, licenses, and other authorizations which the Contractor must obtain from local agencies in connection with performing the work of the contract. The Contractor shall comply with the provisions of said statutes in obtaining such permits, licenses, and other authorizations and they shall be obtained in sufficient time to prevent delays to the work.

In the event that the City has obtained permits, licenses, or other authorizations applicable to the work in conformance with the requirements of the California Environmental Quality Act, the Contractor shall comply with the provisions of said permits, licenses, and other authorizations.

29. CONTROL OF WORKMANSHIP AND MATERIALS

The Contractor and all subcontractors, suppliers, and vendors shall guarantee that all work performed under this contract fully meets the requirements thereof as to quality of workmanship. Should any defects become evident within a period of one year from the date of the acceptance of the work by the City Council, the Contractor shall, at own his expense, make any repair or replacement necessary to restore the work to full compliance with these Special Provisions.

Such repair and replacement shall be made promptly upon receipt of written notice from the Director. If the Contractor fails to make such repair and replacement promptly, the Director may cause the work to be done and the costs incurred thereby shall become the liability of the Contractor and his Surety.

If, in the opinion of the Director, defective work creates a dangerous condition or requires immediate correction or attention to prevent further loss by the City or to prevent interruption of operations of the City, the City will attempt to give the notice required by this article. If the Contractor cannot be contacted or does not comply with the Director's request for correction within a reasonable time as determined by the Director, the City may, notwithstanding the provisions of this article, proceed to make such correction or attention and the costs of such correction or attention shall be charged against the Contractor.

30. LIQUIDATED DAMAGES

Section 6-9 of the Standard Specifications is hereby amended as follows:

“Failure of the Contractor to complete the work within the time allowed will result in damages being sustained by the City. Such damages are, and will continue to be, impracticable and extremely difficult to determine. For each consecutive calendar day in excess of the time specified for completion of the work (as adjusted), the Contractor shall pay to the City, or have withheld from moneys due it, the sum of \$250.

Execution of the contract under these Specifications shall constitute agreement by the City and the Contractor that \$250 per day is the minimum value of the costs and actual damage caused by failure of the Contractor to complete the work within the allotted time, that such sum is liquidated damages and shall not be construed as a penalty, and that such sum may be deducted from payments due the Contractor if such delay occurs.”

31. CONFERENCES AND MEETINGS

When, and as directed by the Director, the Contractor shall attend all conferences and meetings that the Director deems necessary for the proper progress of work under this contract.

32. WORKING HOUR RESTRICTIONS

Eight hours of labor is a legal day’s work. Any worker’s time of service is restricted to eight hours during any calendar day and forty hours during any calendar week, unless overtime compensation is paid at not less than one and one-half times the basic rate of pay. The Contractor or Subcontractor shall, as a penalty to the City, forfeit twenty-five dollars (\$25) for each worker employed in the execution of the contract by the respective Contractor or Subcontractor for each calendar day during which the worker is required or permitted to work more than eight hours in any one calendar day and forty hours in any one calendar week in violation of the law.

33. EXAMINATION AND AUDIT

All documents and records that relate in any way to this Agreement shall be maintained for a period of three years after the final payment under this Agreement. These records shall be subject to the examination and audit by the City and by the State Auditor, at the request of the City or as part of any audit of the City, for a period of three years after final payment under the Agreement.

34. DELAYS AND EXTENSIONS OF TIME

The first sentence of subsection 6-6.4 of the Standards Specifications, titled “Written Notice and Report” is hereby deleted and replaced with the following:

“If the Contractor desires payment for a delay as specified in Subsection 6-6.3 of the Standard Specifications, it shall notify the Director in writing within 3 days of beginning of the delay. If the Contractor desires an extension of time as specified in Subsection 6-6.2, of the Standards Specifications, it shall notify the Director in writing within 3 days of beginning of the delay. Such notice shall specify the nature of the delay, cause, and the conditions that set the beginning time for the delay.”

35. PROTECTION AND RESTORATION OF EXISTING IMPROVEMENTS

The second paragraph of Subsection 7-9 of the Standard Specifications is hereby deleted and replaced with the following:

“The Contractor shall relocate, repair, replace, or reestablish all existing improvements within the project limits which are not designated for removal (e.g., curbs, sidewalks, driveways, fences, walls, sprinkler systems, signs, utility installations, pavements, structures, etc.) which are damaged or removed as a result of his operations or as required by the Specifications.

Where existing traffic striping, pavement markings, and curb markings are damaged or their reflectivity reduced by the Contractor's operations, such striping or markings shall also be

considered as existing improvements and the Contractor shall repaint or replace such improvements.

Relocations, repairs, replacements, or reestablishments shall be at least equal to the existing improvements and shall match such improvements in finish and dimensions unless otherwise specified.”

The last paragraph of Subsection 7-9 of the Standard Specifications is hereby deleted and replaced with the following:

All costs to the Contractor for protecting, removing, restoring, relocating, repairing, replacing, or reestablishing existing improvements shall be included in the proposal.”

36. PUBLIC CONVENIENCE AND SAFETY

A. GENERAL

In addition to the requirements specified in Subsections 7-10 of the Standard Specifications, traffic control shall conform to the provisions of the latest edition of the State of California, Department of Transportation, "Manual of Traffic Controls."

Should the Contractor appear to be neglectful or negligent in furnishing warning and protective measures, the Director may direct attention to the existence of a hazard and the necessary warning and protective measures shall be furnished and installed immediately by the Contractor at his expense.

Should the Director point out the inadequacy of warning and protective measures, such action on the part of the Director shall not relieve the Contractor from responsibility for public safety or abrogate his obligation to furnish and pay for these devices.

Prior to beginning any construction, the Contractor shall furnish the Director with local emergency phone numbers where he or a representative may be contacted during non-working hours or days for the purpose of replacing or providing additional warning or safety devices as directed by the Director.

If the Contractor cannot be contacted or if attention is directed to the existence of a hazard and the Contractor fails to provide the necessary safety devices, said devices will be placed, or caused to be placed, by the City. The cost of placement to these devices shall be the sole responsibility of the Contractor and shall be paid for at the rate of \$50 per call-out plus \$25 per traffic control device for each 24 hours, or fraction thereof, that the device is required. At the City's option, it may also contract with an outside vendor to provide traffic control services. Said costs shall be deducted from the total contract price for the work.

B. UTILITIES

It is anticipated that the existing utilities will not interfere with the Contractor's construction operations. However, the Contractor shall exercise due care to ensure that the utility facilities are not damaged during his operations. When in doubt, the Contractor shall contact the utility concerned before proceeding further.

C. AIR POLLUTION CONTROL

Section 7-8.2, "Air Pollution", of the Standard Specifications is supplemented by the following:

"The Contractor shall comply with all air pollution control rules, regulations, ordinances and statutes which apply to any work performed pursuant to the contract including any air pollution control, rules, regulations, ordinances and statutes specified in Section 11017 of the Government Code.

In the absence of any applicable air pollution control rules, regulations, ordinances or statutes governing solvents, all solvents, including but not limited to the solvent portions of paints, thinners, curing compounds, and liquid asphalt used on the project shall comply with the applicable material requirements of the County Air Pollution Control District. All containers of paint, thinner, curing compound or liquid asphalt shall be labeled to indicate that the contents fully comply with said requirements."

D. WATER POLLUTION

The Contractor shall comply with the requirements of Subsection 7-8.6 of the Standard Specifications and shall conduct his operations so as to prevent Portland cement, mud, silt or other materials from entering the surface drainage structures of the adjoining street and any underground storm drainage system.

Full compensation for prevention of water pollution and all required control work for preservation, clean-up and restoration of damaged property shall be considered as included in the prices paid for the various contract items of work, and no additional compensation will be allowed therefore.

E. PROJECT APPEARANCE

The Contractor shall maintain a neat and orderly appearance to the project work product and worksite at all times.

Full compensation for conforming to the provisions in this section not otherwise provided for shall be considered as included in prices paid for the various contract items of work involved and no additional compensation will be allowed therefore.

F. NON-STANDARD WORK HOURS

In the event work is allowed by the Director outside of the normal working hours, at the request of and for the benefit of the Contractor, inspection service fees may be levied against the Contractor at a rate of \$40.00 per hour, including travel time where applicable. The above charge may also be levied if inspection services are deemed necessary by the Director as a matter of public safety or to otherwise insure the quality of the work.

G. CONSTRUCTION YARD

It shall be the Contractor's responsibility to locate any storage sites for materials and equipment needed and such sites must be approved in advance by the Director and must be free of objectionable material. The Contractor must submit to the Director for approval any and all agreement(s) between the Contractor and the property owner(s) of said storage site(s) and/or construction site(s) for approval prior to the start of construction. The City will not provide an area for staging. Contractor shall not stage equipment or vehicles at the Public Works Yard or on other City-owned property.

H. SANITARY CONVENIENCE

Necessary sanitary facilities for the use of workmen on the work, properly secluded from public observation and in compliance with health ordinances and laws, shall be constructed and maintained in an approved manner by the Contractor, and their use shall be strictly enforced by the Contractor.

I. RESPONSIBILITY OF THE CITY

The City shall not be held responsible for the care or protection of any material or parts of the work prior to final acceptance except as expressly provided for in these Contract Documents.

**CONTRACTOR'S CERTIFICATE
REGARDING WORKERS' COMPENSATION**

Labor Code Section 3700

"Every employer except the state shall secure the payment or compensation in one or more of the following ways:

(a) By being insured against liability to pay compensation by one or more insurers duly authorized to write compensation insurance in this state.

(b) By securing from the Director of Industrial Relations a certificate of consent to self-insure either as an individual employer, or as one employer in a group of employers, which may be given upon furnishing proof satisfactory to the Director of Industrial Relations of ability to self-insure and to pay any compensation that may become due to his or her employees.

(c) For any county, city, city and county, municipal corporation, public district, public agency, or any political subdivision of the state, including each member of a pooling arrangement under a joint exercise of powers agreement (but not the state itself), by securing from the Director of Industrial Relations a certificate of consent to self-insure against workers' compensation claims, which certificate may be given upon furnishing proof satisfactory to the director of ability to administer workers' compensation claims properly, and to pay workers' compensation claims that may become due to its employees. On or before March 31, 1979, a political subdivision of the state which, on December 31, 1978, was uninsured for its liability to pay compensation, shall file a properly completed and executed application for a certificate of consent to self-insure against workers' compensation claims. The certificate shall be issued and be subject to the provisions of Section 3702.

For purposes of this section, "state" shall include the superior courts of California."

I am aware of the provisions of Section 3700 of the Labor Code, which requires every employer to be insured against liability for workers' compensation or to undertake self-insurance in accordance with the provisions of that code, and I will comply with such provisions before commencing the performance of the work of this contract.

(In accordance with Article 5 {commencing at Section 1860}, Chapter 1, Part 7, Division 2, of the Labor Code, the above certificate must be signed and filed with the awarding body prior to performing any work under this contract.)

APPRENTICESHIP REQUIREMENTS

Labor Code Section 1773.3 states:

"An awarding City whose public works contract falls within the jurisdiction of Section 1777.5 shall, within five days of the award, send a copy of the award to the Division of Apprenticeship Standards. When specifically requested by a local joint apprenticeship committee, the division shall notify the local joint apprenticeship committee regarding all such awards applicable to the joint apprenticeship committee making the request. Within five days of a finding of any discrepancy regarding the ratio of apprentices to journeymen, pursuant to the certificated fixed number of apprentices to journeymen, the awarding agency shall notify the Division of Apprenticeship Standards."

Also note **Labor Code Sections 1776(g), 1777.5 and 1777.7.**

NOTICE

**THE CONTRACTOR WILL BE REQUIRED TO FURNISH THE CITY OF
LAWDALE WITH THE CLASSIFICATIONS OF LABORERS TO BE USED FOR
THE COMPLETION OF THIS PROJECT WITHIN THREE (3) WORKING DAYS
AFTER NOTIFICATION OF AWARDING OF CONTRACT.**

A new Section 2.4 is added to the Agreement to read as follows:

“2.4 Prevailing Wages; Indemnification. Contractor and all subcontractors shall comply with the State Labor standards. State Labor standards provisions, including prevailing wage requirements, will be enforced such that the general rate of per diem wages (prevailing wage) shall be paid for each craft, classification, or type of worker needed to execute the contract to all workers employed in the execution of the contract for the work to be performed by Mariposa Landscapes, Inc. The State General Prevailing Wage Determination is as established by the California Department of Industrial Relations for Los Angeles County. *(Refer to <http://www.dir.ca.gov/OPRL/PWD/Determinations/Statewide/C-TT.pdf> for additional information.)* The prevailing rate of per diem wages are on file at the City of Lawndale Department of Public Works, 4722 Manhattan Beach Boulevard, Lawndale, California 90266, and are available to any interested party on request. The statutory provisions for penalties for failure to pay prevailing wages and/or failure to otherwise comply with state's wage and hour laws will be enforced. The Contractor is required to post at the job site the prevailing rate of per diem wages and other notices prescribed by regulation.

The Contractors and all subcontractors must submit electronic certified payroll records weekly directly to the Labor Commissioner (aka Division of Labor Standards Enforcement) no less than monthly and must comply with all statutory requirements relating to certified copies of payroll records, including the maintenance of the records, their certification, and their availability for inspection as required by [Labor Code Section 1776](#) and as required under Subsection 7-2.6 of said Standard Specifications for Public Works Construction.

Contractor shall indemnify, defend with legal counsel approved by the City, and hold the City and City's Parties harmless from and against any all liability, loss, damage, costs, or expenses (including attorneys' fees and court costs) arising from or as a result of any action, claim, or determination relating in any way to the failure to properly pay of prevailing wages. Moreover, the City retains the right to settle or abandon any such the matter without the Contractor's consent as to the City's liabilities or rights only.”

- A new Section 5.1(e) is added to the Agreement to read as follows:

(e) Cyber Liability Insurance. The cyber liability insurance must include the following coverage:

- Liability arising from the theft, dissemination and/or use of confidential or personally identifiable information; including credit monitoring and regulatory fines arising from such theft, dissemination or use of the confidential information.
- Network security liability arising from the unauthorized use of, access to, or tampering with computer systems.
- Liability arising from the failure of technology products (software) required under the Agreement for Contractor to properly perform the services intended.

- Electronic media liability arising from personal injury, plagiarism or misappropriation of ideas, domain name infringement or improper deep-linking or framing, and infringement or violation of intellectual property rights.
- Liability arising from the failure to render professional services
- If coverage is maintained on a “claims-made” basis, Contractor must maintain such coverage for an additional period of three years following termination of the Agreement.

EXHIBIT "C"
SCHEDULE OF COMPENSATION – LANDSCAPE MAINTENANCE

COMPANY NAME: Mariposa Landscapes, Inc.

PROPOSALS

**CITY OF LAWDALE
LANDSCAPE MAINTENANCE & TREE TRIMMING SERVICES**

The undersigned hereby submits this Proposal for Landscape Maintenance & Tree Trimming Services and stipulates thereto as follows:

1. FAMILIARITY WITH AGREEMENT REQUIREMENTS

The undersigned declares that he/she has carefully examined the locations of the proposed services, the SCOPE OF SERVICES, the SCHEDULE OF PERFORMANCE, the GENERAL REQUIREMENTS and Contract Services Agreement of the City of Lawndale and all related documents.

2. BASIC CONTRACT

The undersigned hereby proposes to furnish all labor, equipment, tools and materials to do all work necessary to complete the landscape maintenance services in accordance with the Landscape Maintenance & Tree Trimming Services Agreement as shown in the Contract Services Agreement, at the following prices:

A. PARK AREAS	ITEM COST PER MONTH
1. JANE ADDAMS PARK (School Playground)	\$ 2,351.00
2. ROGERS/ANDERSON PARK (School Playground)	\$ 2,015.00
3. WILLIAM GREEN PARK (School Playground)	\$ 1,679.00
4. FRANK HOGAN PARK	\$ 1,511.00
5. CHARLES B. HOPPER PARK	\$ 1,175.00
6. LARRY R. RUDOLPH PARK	\$ 1,612.00
7. MCKENZIE COMMUNITY GARDENS	\$ 269.00
TOTAL MONTHLY - PARK AREAS	\$ 10,612.00

COMPANY NAME: Mariposa Landscapes, Inc.

B. NON PARK FACILITIES		ITEM COST PER MONTH
1.	CITY HALL	<u>\$ 974.00</u>
2.	COMMUNITY CENTER	<u>\$ 974.00</u>
3.	MUNICIPAL SERVICES DEPARTMENT FACILITY	<u>\$ 1,310.00</u>
4.	PUBLIC WORKS DEPARTMENT FACILITY	<u>\$ 806.00</u>
5.	SHERIFF'S STATION, LAWDALE SERVICE CENTER	<u>\$ 806.00</u>
6.	RAILROAD RIGHT-OF-WAY	<u>\$ 2,619.00</u>
TOTAL MONTHLY - NON PARK AREAS		<u>\$ 7,489.00</u>

C. BOULEVARD MEDIAN & PARKWAY MAINTENANCE		ITEM COST PER MONTH
1.	HAWTHORNE BOULEVARD	<u>\$ 10,185.00</u>
2.	MANHATTAN BEACH BOULEVARD	<u>\$ 1,760.00</u>
3.	147 th STREET AND BURIN AVENUE (COMMUNITY CENTER)	<u>\$ 222.00</u>
4.	INGLEWOOD AVENUE – FROM MARINE AVENUE TO ROSECRANS AVENUE	<u>\$ 527.00</u>
TOTAL MONTHLY - BOULEVARD MEDIAN & PKWY MAINTENANCE		<u>\$ 12,694.00</u>

COMPANY NAME: Mariposa Landscapes, Inc.

D. PARK BUILDINGS & RESTROOM FACILITIES	ITEM COST PER MONTH
1. JANE ADDAMS PARK	\$ 336.00
2. ROGERS/ANDERSON PARK	\$ 312.00
3. WILLIAM GREEN PARK	\$ 319.00
4. CHARLES B. HOPPER PARK	\$ 672.00
5. FRANK HOGAN PARK	\$ 443.00
6. LARRY R. RUDOLPH PARK	\$ 705.00
TOTAL MONTHLY - PARK AREA BUILDING & RESTROOM FACILITIES	\$ 2,787.00
E. MONTHLY COST (ITEMS A - D ABOVE)	ITEM COST PER MONTH
1. PARK AREAS - (A)	\$ 10,612.00
2. NON-PARK FACILITIES - (B)	\$ 7,489.00
3. BOULEVARD MEDIAN & PARKWAYS - (C)	\$ 12,694.00
4. PARK AREA BUILDING & RESTROOM FACILITIES - (D)	\$ 2,787.00
TOTAL LANDSCAPE MAINTENANCE MONTHLY COST	\$ 33,582.00
F. <u>TOTAL ANNUAL LANDSCAPE MAINTENANCE COST - FY 2022/23</u>	\$ 402,984.00
G. <u>ANNUAL INCREASE OF LANDSCAPE MAINTENANCE COST - FY 2023/24</u>	3.5 %
II. <u>ANNUAL INCREASE OF LANDSCAPE MAINTENANCE COST - FY 2024/25</u>	3.5 %

COMPANY NAME: Mariposa Landscapes, Inc.

I.	FY2022/23 TREE TRIMMING SCOPE OF WORK	ESTIMATED QUANTITY	UNIT	UNIT PRICE	EXTENDED AMOUNT
1	Prune all street and parkway trees within City limits west of Hawthorne Boulevard	3,000	EA	\$ 63.00	\$ <u>189,000.00</u>
2	Aesthetic tree trimming of street, parkway, and median trees on Hawthorne Boulevard and on all other major arterials/boulevards	1,600	EA	\$ 125.00	\$ <u>200,000.00</u>
3	Prune Palm trees on Hawthorne Boulevard and Manhattan Beach Boulevard	65	EA	\$ 175.00	\$ <u>11,375.00</u>
4	Prune Park and City facility trees	120	EA	\$ 125.00	\$ <u>15,000.00</u>
5	Prune Railroad right-of-way trees	526	EA	\$ 63.00	\$ <u>33,138.00</u>
6	Tree removal, including stump	40	EA	\$ 875.00	\$ <u>35,000.00</u>
TOTAL ANNUAL TREE TRIMMING COST - FY 2022/23					\$ <u>483,513.00</u>

J.	FY2023/24 TREE TRIMMING SCOPE OF WORK	ESTIMATED QUANTITY	UNIT	UNIT PRICE	EXTENDED AMOUNT
1	Prune all street and parkway trees within City limits east of Hawthorne Boulevard	3,000	EA	\$ 65.00	\$ <u>195,000.00</u>
2	Prune street, parkway, and median trees on Hawthorne Blvd & on all other major arterials/boulevards.	1,600	EA	\$ 130.00	\$ <u>208,000.00</u>
3	Prune Park and City facility trees	120	EA	\$ 130.00	\$ <u>15,600.00</u>
4	Prune Railroad right-of-way trees	526	EA	\$ 65.00	\$ <u>34,190.00</u>
5	Tree removal, including stump	40	EA	\$ 925.00	\$ <u>37,000.00</u>
TOTAL ANNUAL TREE TRIMMING COST - FY 2023/24					\$ <u>489,790.00</u>

COMPANY NAME: Mariposa Landscape, Inc.

K.	FY2024/25 TREE TRIMMING SCOPE OF WORK	ESTIMATED QUANTITY	UNIT	UNIT PRICE	EXTENDED AMOUNT
1	Prune all street and parkway trees within City limits west of Hawthorne Boulevard	3,000	EA	\$ 68.00	\$ <u>204,000.00</u>
2	Aesthetic tree trimming of street, parkway, and median trees on Hawthorne Boulevard and on all other major arterials/boulevards	1,600	EA	\$ 135.00	\$ <u>216,000.00</u>
3	Prune Palm trees on Hawthorne Boulevard and Manhattan Beach Boulevard	65	EA	\$ 190.00	\$ <u>12,350.00</u>
4	Prune Park and City facility trees	120	EA	\$ 135.00	\$ <u>16,200.00</u>
5	Prune Railroad right-of-way trees	526	EA	\$ 68.00	\$ <u>35,768.00</u>
6	Tree removal, including stump	40	EA	\$ 975.00	\$ <u>39,000.00</u>
TOTAL ANNUAL TREE TRIMMING COST - FY 2024/25					\$ <u>523,318.00</u>

L. ANNUAL COST FOR LANDSCAPE MAINTENANCE & TREE TRIMMING SERVICES - FY 2022/23 (ITEMS F & I) \$ 886,497.00

M. ANNUAL COST FOR LANDSCAPE MAINTENANCE & TREE TRIMMING SERVICES - FY 2023/24 (ITEMS F*(1+G) & I) \$ 906,878.44

N. ANNUAL COST FOR LANDSCAPE MAINTENANCE & TREE TRIMMING SERVICES - FY 2024/25 (ITEMS F*(1+H) & I) \$ 955,004.54

T. TOTAL LANDSCAPE MAINTENANCE & TREE TRIMMING SERVICES CONTRACT AMOUNT (ITEMS L - N) \$ 2,748,379.98

TOTAL LANDSCAPE MAINTENANCE & TREE TRIMMING SERVICES CONTRACT AMOUNT IN WORDS:

Two Million Seven Hundred Forty Eight Thousand Three Hundred Seventy Nine and Zero

DOLLARS.

COMPANY NAME: Mariposa Landscapes, Inc.

3. EXTRA WORK/ ADDITIONAL SERVICES

All extra work or additional services will be based on the unit prices of the submitted Proposals. If the extra work or additional services is not defined in the submitted Proposals, the following percentages shall be added to the Contractor's costs and shall constitute the markup for all overhead and profits:

- 1) Labor20%
- 2) Materials.....15%
- 3) Equipment Rental.....15%
- 4) Other Items and Expenditures.....15%

To the sum of the costs and markups provided for in this subsection, 1 percent shall be added as compensation for bonding.

In addition, a markup of 10 percent of the subcontracted portion of the extra work may be added to the sum of the Subcontractor's costs and markup and shall constitute the markup for all overhead and profit for the Contractor on Extra Work done by the Subcontractor.

4. PROPOSER'S CERTIFICATION

The undersigned is prepared to satisfy the City Council of the City of Lawndale of its ability, financially or otherwise, to perform the contract for landscape maintenance services for the City of Lawndale in accordance with the Contract Documents.

Name of Company Mariposa Landscapes, Inc.

Address
6232 Santos Diaz St., Irwindale, CA 91702

Business Telephone Number (626) 960-0196

Company organized under the laws of the state of California

By: Terry Noriega dated: 05/12/2022
President or Owner Terry Noriega, President

By: Theresa Lu dated: 05/12/2022
Theresa Lu, Chief Financial Officer

EXHIBIT "D"

SCHEDULE OF PERFORMANCE – LANDSCAPING MAINTENANCE

The initial term of this Agreement shall be for three years, commencing on July 1, 2022 and expiring on June 30, 2025. There shall be two (2) additional one-year extension options at the sole discretion of the City, such that the Agreement may ultimately be extended through June 30, 2027. To exercise its extension option, the City may give Contractor written notice of its election to exercise the option at least 90 days prior to Agreement expiration. Upon the provision of such notice by the City, and agreement by both parties on work item rates, the Agreement shall automatically be extended for a period of 12 months.

Level of Service

The following are the service levels required for each of maintenance tasks to be provided by Contractor. All service levels apply to the associated facilities and parks, landscape areas included in Appendix 1, "Facilities Descriptions".

Daily service levels are designated as Monday through Friday (M-F) or Monday through Sunday (7 days per week).

1) Turf Management

- (a) Mowing
- (b) Turf edging & trimming
- (c) Recreation Turf
- (d) Renovation
- (e) Turf irrigation
- (f) Litter & leaf pick-up
- (g) Turf fertilization
- (h) Aeration

Service Level

- Once a week any day of the week or M-F
- Once a week any day of the week or M-F
- Daily (M-F)
- As directed by City
- Managed by automation as needed
- As needed
- Three times annually - chemically balanced
- Twice annually

2) Hardscape Management

- (a) Parking Lots
- (b) Picnic Shelters

- (c) Walkways & patios
- (d) Play areas, sand areas

Service Level

- Inspected daily (M-F), including curbs
- Includes garbage cans emptied (daily 7 days per week) , table tops steam cleaned/pressure washed, once weekly (M-F)
- Cleared daily (M-F)
- Inspections and rake thoroughly (daily 7 days per week), and "screen clear" filter the sand and wood chips (once weekly M-F)

3) Trees, Shrubs & Ground Cover Areas

Service Level

- | | |
|----------------------------|---------|
| (a) Shrub Maintenance | Weekly |
| (b) Ground Cover (weeding) | Weekly |
| (c) Cultivation | Monthly |
| (d) Pruning | Weekly |

4) Watering / Irrigation Service Level

- | | |
|--------------------------|---------------------------|
| (a) Irrigation equipment | Inspect once a week (M-F) |
| (b) Head adjustment | Maintain properly |
| (c) Broken heads | Repair as needed |
| (d) Flow restrictions | As indicated |
| (e) Control valves | Adjust as needed |
| (f) Controller Progress | Adjust as needed |

5) Park and Other Equipment Service Level

- | | |
|--|--|
| (a) Play equipment | Inspect daily (7 days per week) |
| (b) Picnic tables & benches | Inspect daily (7 days per week) |
| (c) Trash Containers | Emptied, cleaned or replaced as needed |
| (d) Lighting | Inspect weekly |
| (e) Drinking fountains | Inspect/maintain five (5) days a week (M-F) |
| (f) Opening Parks (3) –
Hogan, Hopper and Rudolph Parks | Clean (spray and wipe) daily
Open all park gates daily (7 days per week)
Parks remain closed when raining or do not
open when rain is substantial the previous
night. Recreation staff will secure all park gates
upon closing. |

6) McKenzie Community Garden

(a) Trim back any vegetation extending beyond plot borders to the outer edge of said plot border.

(b) Clear decomposed granite pathways of any weeds for aesthetic purposes and any debris in pathways, such as rocks stones or other obstructions.

7) Ball Fields Service Level

- | | |
|--|---|
| (a) Skin infield, base mounts, pitchers plate mount and batters boxes. | Machine dressed & watered daily (7 days per week). Base mounts, pitchers plate mount and batters boxed leveled, watered and tamped. |
| (b) Inspections | Daily (M-F), includes filling in holes and top-dressing |
| (c) Fencing | Inspect weekly to insure fabric is secured |
| (d) Bleachers & player benches | Inspect daily (M-F) & maintain for safety |

8) Medians

Service Level

(a) General Maintenance

All maintenance requirements & functions specified (above) for turf, shrubs, trees, ground cover & irrigation as applies to median maintenance

(b) Litter pick-up

Inspected twice daily (7 days per week). Scheduled regularly to occur at the beginning of each day the first time

9) Parks Buildings Management

Service Level

(a) Buildings (interior and exterior)

Interior: Inspected daily (7 days per week). Floors mopped & waxed monthly. Report graffiti daily as needed. Garbage cans emptied daily (7 days per week). Exterior: pickup all trash and paper scraps surrounding park buildings, clean windows and doors (spray and wipe) once per week, or more frequently as needed.

(b) Bathrooms and exterior drinking fountains and bottle fillers.

Inspected daily (7 days per week). Report graffiti daily as observed. Clean fixtures and stock with paper products as needed daily (7 days per week). Clean (spray and wipe) exterior drinking fountains at all parks daily (M-F).

Working Time Limits

All work shall be performed between the hours of 7:00 a.m. and 3:30 p.m., Monday through Sunday, and as otherwise specified in this Agreement. The majority of maintenance tasks shall be completed Monday through Friday. Some maintenance tasks and "as needed" frequency may require Saturday and Sunday work by Contractor as specified by the City. The City reserves the right to adjust hours.

Mowing of parks shall be completed and equipment removed before the first morning recess period (generally by 9:00 am) on school days and/or prior to the first scheduled weekend sports or recreation event.

Coordination of Activities

Contractor shall coordinate work with the City to prevent conflict with City recreation programs, activities and events occurring at City facilities maintained by the Contractor.

Weekly Reporting and Maintenance Schedules

Contractor shall make weekly contact with the Public Works Director or his designee to provide detailed work level and effort, as well as maintenance performance. Contractor shall provide the City with a weekly long sheet showing the names, dates, and hours worked of all employees for the previous week, on the following Monday.

Contractor shall deliver weekly (Monday through Sunday) maintenance schedules identifying specific job tasks and the frequencies of performance each day of the scheduled period to the Director of Public Works no later than the Wednesday prior to the start of the scheduled weekly maintenance.

SCHEDULE OF PERFORMANCE – TREE TRIMMING

All work to be done under this contract shall be divided and completed in three fiscal years (FY): FY2022/23, FY2023/24 and FY2024/25. FY2022/23 work shall be completed within ninety (90) calendar days between September 1, 2022 and November 30, 2022. FY2023/24 work shall be completed within ninety (90) calendar days between September 1, 2023 and November 30, 2023. FY2024/25 work shall be completed within ninety (90) calendar days between September 1, 2024 and November 30, 2024

FY2022/23 work will include pruning:

- the street and parkway trees located in the westerly half of the City;
- all trees on the major boulevards, except Palm trees;
- palm trees on Hawthorne Boulevard and Manhattan Beach Boulevard;
- all park and city facility trees
- selected trees throughout the Railroad right-of-way (refer to Appendix).

FY2023/24 work will include pruning:

- the street and parkway trees located in the easterly half of the City;
- all trees on the major boulevards, except Palm trees;
- all park and city facility trees; and
- selected trees throughout the Railroad right-of-way (refer to Appendix).

FY2024/25 work will include pruning:

- the street and parkway trees located in the westerly half of the City;
- all trees on the major boulevards, except Palm trees;
- palm trees on Hawthorne Boulevard and Manhattan Beach Boulevard;
- all park and city facility trees
- selected trees throughout the Railroad right-of-way (refer to Appendix).

EXHIBIT E

TECHNICAL PROVISIONS – LANDSCAPE MAINTENANCE

The following pages describe the Service Level Standards of the maintenance tasks that Contractor is responsible for. These Service Level Standards shall apply to all facilities and areas included in Appendix 1, "Facilities Descriptions."

1. TURF MANAGEMENT

- (a) Mowing - All turf areas shall be mowed once per week. Mowing heights should be set at 1 to 1.5 inches during the winter and should not exceed two (2) inches in the summer.
- (b) Turf Edging and Trimming - Turf edging and trimming shall be performed once per week concurrently with mowing. All edged turf areas shall be cleaned (swept) to complete the edging function within the same workday as edging and trimming is performed.
- (c) Recreation Turf - These areas shall be inspected daily (7 days per week) for holes, wet spots, uneven surfaces, defective sprinklers and other hazards, and any required corrective action taken immediately.
- (d) Renovation - Turf renovation shall be performed on a spot basis as needed to eliminate excessive thatching or to rehabilitate worn areas.
- (e) Turf Irrigation - Turf irrigation shall be managed through automated controls and manual operation using sprinkler heads properly spaced and adjusted for uniform application. Application shall be at a rate corresponding to climate, soil type and cultural requirements of the turf species.
- (f) Litter and Leaf Pick-up - Litter and leaf pick-up shall be performed as needed to maintain a neat and clear appearance.
- (g) Turf Fertilization - All turf areas shall be fertilized three (3) times annually using a balanced chemical fertilizer. Fertilizer spreading shall be accomplished using a rotary and/or drop spreader. Fertilizer specifications shall be formulated on the basis of laboratory soil analysis and shall be approved by the City prior to application. Application of fertilizer with a pre-emergent weed control shall be completed between February 15th and March 30th; with a weed and feed fertilizer mixture, July 15th and August 15th, and October 15th and November 15th annually. Fertilizer shall be applied within one (1) day of aeration.
- (h) Aeration - All turf areas shall be aerated twice annually and shall be accomplished using either plugging or slicing equipment. Extreme care shall be used to identify sprinkler heads, valve boxes, and other in-ground equipment prior to aeration (this shall be done using wire/plastic marking flags). All plugs shall be broken to satisfaction of City by dragging and/or by rotary mower immediately after aeration.

2. HARDSCAPE MANAGEMENT

- (a) Parking Lots - All parking lots shall be inspected daily (M-F) for litter and trash pick-up, broken glass or other safety hazards. Wheel stops, signs, gates and barricades shall be checked weekly and repaired or serviced as needed. All curb areas shall be swept once a week. All weeds growing in cracks shall be removed weekly.
- (b) Picnic Shelters - Picnic shelter surfaces shall be inspected daily (7 days per week) for litter and trash pick-up. Garbage cans shall be emptied daily and as often as may be required. All surfaces including tabletops shall be steam cleaned/pressure washed as needed.
- (c) Walkways and Patios - All walkways and patios shall be kept clean of litter, debris and dirt. Areas that are close to building entry areas shall be cleaned as needed to keep the area free from litter and blown-in soil. Graffiti shall be reported to the City immediately. All walkways and patios shall be steam cleaned/pressure washed weekly.
- (d) Play Areas - All play areas shall be inspected daily (7 days per week) for litter, broken glass and other hazards and thoroughly cleaned, swept (rubber turf), or raked (sand) as necessary. All areas under swings, slides, and other active play equipment shall have sand raked into low areas daily (7 days per week). Walkways surrounding play areas and rubber turf areas shall be swept daily (7 days per week) to minimize slipping hazards. Sand shall be graded away from walkways to allow a three inch (3") grade change between top of walk and top of sand. Once every month the sand medium shall be deep rototilled and filtered through a screen to remove foreign objects.

Contractor shall provide additional materials to maintain safe levels of sand and woodchips as needed.

3. TREES, SHRUBS AND GROUND COVER AREAS

- (a) Shrub Maintenance - All shrubbery plantings shall be pruned in a natural method. No shearing shall be done unless shrubbery planted is intended to be formal. Pruning shall be completed at times that culturally allow natural flowering. Shrub planting areas shall be kept free at all times of litter and weeds. Shrub planters shall be mulched and cultivated to promote healthy plants and minimize water needs. Application of pesticides shall be completed only on non-windy days and prior to 9:00 a.m. All shrub areas shall be fertilized four (4) times annually to promote maximum foliage and flowers.
- (b) Ground Cover - All ground cover areas shall be kept at all times free of weeds and litter. Weed control shall be accomplished through a balanced program of pre-emergent and post-emergent chemical application and mechanical or hand removal. Ground cover areas shall be pruned to maintain a minimum four inches (4") of clearance behind edges of curbs, sidewalks, and turf areas. Ground cover areas shall be fertilized four (4) times annually to promote tight growth, flowers, foliage and healthy plants. The application of pesticides shall occur as needed on non-windy days and prior to 9:00 a.m.

(c) Cultivation - Shrub planters and ground cover areas shall be cultivated to a depth of 2-3 inches at least once every other week to encourage plant growth, to promote water conservation and to reduce the quantity of weed growth.

(d) Tree Pruning - All street and parkway trees are pruned under a separate contact. Emergency work and/or safety clearance pruning maybe authorized by the Director of Public Works or his designee. All work shall conform to Pruning Standards of Western Chapter ISA and these specifications. In all cases the City's representative shall have complete and sole discretion in determining conformance and acceptability of trees pruned by the Contractor. Pruned trees rejected by the City's representative shall be excluded from payment, or redone at no cost, to the satisfaction of the City's representative.

4. WATERING/IRRIGATION

(a) Irrigation Equipment - All irrigation equipment (including but not limited to pipes, heads, valves and controllers) shall be inspected for proper operation and adjustment once each week.

(b) Head Adjustment - All sprinkler head adjustment shall be adjusted to eliminate spray onto hard surfaces immediately.

(c) Broken Heads - All broken sprinkler heads and risers shall be repaired immediately.

(d) Flow Restrictions - The sprinklers heads located on the low end of a line shall have flow restrictors placed under them to eliminate line drain-down.

(e) Control Valves - Control valves shall be adjusted as needed to allow proper closing and to eliminate leakage.

(f) Controller Progress - All irrigation controller programs shall be adjusted as frequently as necessary to maintain proper precipitation rates. When raining, controller programs shall be placed in the "rain mode" or turned off.

5. PARK AND OTHER EQUIPMENT

(a) Play Equipment - All play equipment shall be inspected daily (M-F) for unsafe/hazardous conditions. All chains, bolts, "S" hooks, steps, rails and other elements of the equipment shall be maintained by Contractor to the manufacturer's specifications. Wooden structures shall be kept free of splinters and cracked pieces. Damaged and/or missing elements shall be repaired/replaced immediately by Contractor. All play equipment shall be inspected daily (M-F) by Contractor with a written weekly summary of the daily inspections with any corrective measures noted. Said written weekly inspection shall be provided to City by Contractor.

(b) Picnic Tables and Benches - All picnic tables and benches shall be inspected daily (M-F) for unsafe/hazardous conditions. Boards, bolts, brackets and related elements of picnic tables and benches shall be kept free of splinters and cracks, properly tightened, painted or sealed and clean.

Painted picnic tables and benches shall be inspected daily by Contractor with any corrective measures noted. Said written weekly inspection shall be provided to City by Contractor.

(c) Trash Containers - All trash containers shall be emptied daily (7 days a week) and more frequently as necessary. A minimum 1.7 mill thick disposable liner shall be placed in each trash container at the time each container is emptied. Containers used in picnic areas shall be washed (exterior and interior) weekly. All trash containers shall be pressure washed/steamed cleaned once per month.

(d) Lighting - All park lighting shall be inspected each week. Burned out bulbs shall be replaced immediately by Contractor. Pole and light fixture repair and wiring shall be the responsibility of the City.

(e) Drinking Fountains - All exterior drinking fountains shall be inspected once each week. Inoperable drinking fountains shall be repaired immediately by Contractor.

6. BALL FIELDS

(a) Skinned Infield – The skinned infields shall be machine and hand dressed and watered once daily, (7 days per week), during the active play season. Off-season machine dressing and watering shall occur once each week. Once every three (3) months the infield shall be scarified to a three (3) inch depth, leveled, watered and compacted. Home plate and pitchers rubber shall be replaced annually. Bases shall be replaced twice per year.

(b) Inspections – Daily (7 days per week) inspections shall occur. All holes or depressions at home plate, pitchers plate, bases or elsewhere on the infield shall be filled in. Turf areas shall be repaired seeded and top-dressed immediately.

(c) Fencing – All chain link fencing shall be inspected on a weekly basis to insure all fabric is properly tied to supports and that no wires have unraveled causing wire protrusions.

(d) Bleachers and Player Benches – All bleachers and player benches shall be inspected daily (M-F) for unsafe/hazardous conditions. Boards, bolts, brackets and related elements of bleachers and player benches shall be kept free of splinters and cracks, properly tightened, painted or sealed and cleaned. Painted bleachers and player benches shall be painted once annually. Damaged and/or missing elements shall be repaired/replaced immediately by Contractor. All bleachers and player benches shall be inspected daily by Contractor with a written weekly summary of the daily inspections with any corrective measures noted. Said written weekly inspection shall be provided to City by Contractor.

7. MEDIANS

- (a) General Maintenance – All maintenance activities and functions specified above for turf, trees, shrubs, ground cover and irrigation shall apply to median maintenance.
- (b) Litter Pick-Up – High visibility areas (Hawthorne Blvd, Manhattan Beach Blvd) shall be inspected for litter pick-up twice daily. Typically, litter pick-up activities shall be scheduled to occur at the beginning and end of each workday (7 days per week).

8. PARKS BUILDING MANAGEMENT

- (a) Building – All buildings in the parks shall be checked daily (7 days per week). Floors shall be mopped at least two (2) times per week and waxed once every month. Garbage cans shall be emptied at least daily and more often as may be needed. Report graffiti daily as observed.
- (b) Bathroom – All bathrooms in the parks shall be inspected daily (7 days per week), toilets, urinals and wash basins shall be scoured once per day, and paper goods shall be restacked as needed. Garbage cans shall be emptied and all areas shall be cleaned daily (7 days per week). Remove graffiti daily as observed.

9. WEED ABATEMENT AND TRASH RECEPTICLES (LARCH AVE DOG PARK)

- (a) Weed Abatement - Contractor shall inspect 5 days per week (M-F) and cut and remove all grass/weed material growing in the soil or gravel weekly or as needed (M-F).
- (b) Trash Receptacles – All garbage cans shall be emptied and cleaned daily, 5 days per week (M-F).

TECHNICAL PROVISIONS – LANDSCAPE MAINTENANCE

1. GENERAL REQUIREMENTS

A. Pre-Job Conference

Prior to the issuance of the written Notice to Proceed, the Director of Public Works will schedule a conference to establish lines of communication, inspection, and reporting procedures, and performance of sample pruning. The Contractor will be paid its unit price agreed upon and set forth in the Agreement for trimming sample trees. Sample trees will be of the species typically found throughout the City.

The Contractor shall adhere to the equipment and personnel requirements set forth in this Agreement. Furthermore, at the pre-job conference, the Contractor shall provide the Director of Public Works with equipment and personnel listings as follows:

(1) Equipment Listing

The Contractor shall provide the City with an inventory list of company equipment that is related to this service contract and that is to be used or updated throughout the duration of this service contract.

(2) Personnel Listing

A minimum of two basic climbing crews shall be listed and provided for the service contract. Each crew must consist of at least two high climbers and one grounds man.

All changes to the licensed personnel assigned to this project shall be reported to the Director of Public Works in writing 48 hours in advance of the change.

The Contractor is required to have prior approval in writing by the Director of Public Works before any tree maintenance operations are performed on City property by any company or persons not listed. Should any tree maintenance operation be performed without prior approval, a \$500 fine per incident may be charged and is cause for termination of this Agreement.

B. Conduct of Operations

(1) Safety Orders

At all times, work must conform to Article 12, Tree Work, Maintenance, or Removal, of the General Industry Safety Orders, Title 8, California Administrative Code. Head protection shall be worn by all employees engaged in tree operations and shall conform to Article 10, Section 3381 of the General Industry Safety Orders, Title 8, California Administrative Code.

Work shall also conform to American National Standards Institute (ANSI) Z.133.1, Standards for Tree Care Operations, ANSI A300 pruning standards, OSHA regulations, and International Society of Arboriculture (ISA) Standards.

In case of conflict among the above regulations, the more stringent regulation shall apply.

(2) Dress Code

The Contractor shall be responsible for having all employees wear a proper uniform. The proper uniform includes the following:

(a) Safety boots. No sandals or tennis shoes shall be worn on the job.

(b) Shirts. All workers shall wear shirts with long or short sleeves.

(3) Climbing Spurs

Climbing spurs shall not be allowed.

(4) Equipment Identification

All major equipment used for this Agreement shall have the contractors name and telephone number prominently displayed.

(5) Cooperation with Others

The Contractor shall endeavor to maintain good public relations at all times. The work shall be conducted in a manner which will cause the least possible interference with or annoyance to the public.

(6) Communication

A qualified English-speaking supervisor shall be continually present and available to City personnel and the public during hours of operation at each working site.

(7) Photograph Documentation

The Contractor is required to provide before and after pictures of safety items or emergency repairs which were made without prior City approval. Documentation of contract compliance may be required on some occasions. Photographic documentation shall conform to the following:

All Photographs must be clear and reproducible.

Contractor shall maintain photograph albums which shall be part of the project record with a duplicate album delivered to the Director.

(8) Compost Tree Trimming Waste

The Contractor shall compost or recycle all of the tree trimming waste accumulated by pruning of trees and stump removal.

The Contractor will be required to document in a monthly report the number of tons of tree trimming waste which is being composed or recycled rather than hauled to the landfill.

(9) Disposal of Debris

All disposal of debris is the responsibility of the Contractor and shall be performed in a legal manner.

NO DEBRIS SHALL REMAIN OVERNIGHT.

The Contractor must conform to all state and federal laws and regulations concerning firewood transportation. Firewood size wood may be left on-site at the request of the adjacent resident, in accordance with the following:

(a) The resident must complete and sign a request form, including a requirement that the wood shall be removed within 72 hours from the date and time of signing.

(b) Firewood size shall be minimum 6-inch diameter and maximum 18-inch length.

(c) Firewood shall be neatly stacked within the public right-of-way, clearly visible.

C. Public Safety

(1) Notifications

The Contractor shall post notices on all streets affected by his operations at least 48 hours in advance of any operations on such streets.

(2) Sidewalk Closures

The Contractor shall close sidewalks on one side of the street at a time. Sidewalks shall be barricaded and posted with warning signs.

(3) Street Closures

The Contractor shall close only one side of the street at a time. Street shall be barricaded and posted with warning signs. A flag person, provided by the Contractor, shall be present during work, should the City deem applicable.

(4) Removal of Debris from Sidewalks

All debris shall be removed from sidewalks as soon as practicable.

2. MAINTENANCE CLASSIFICATIONS

One or more of the following categories of tree maintenance is assigned to each tree:

Remove (RV) - Removing trees, including stumps that are dead, diseased, or decaying, and that present a hazardous condition, or are in a location that could present an unsafe condition.

Clearance (CL) - The act of pruning trees away from obstructions, such as maintaining clearance above streets and sidewalks, or clearance from utilities.

Training (TR) - The act of pruning young trees in order to facilitate sound structure and growth habit.

Thinning (TH) - The act of reducing the density of the tree's crown by selective pruning. Sometimes called "lacing out".

Crown Reduction (CR) - The act of reducing the size of a tree's crown by cutting major limbs back to substantial lateral branches ("drop crotching").

Crown Raising (SR) - Raising the crown by removing lower branches; in the case of palms it is removing the "skirt" of dead and drooping fronds.

Side Pruning (SP) - Shaping one side of a tree to clear the crown from buildings or other obstructions.

3. TREE MAINTENANCE PROGRAM

The City is responsible for maintenance of city trees in medians, parkways, and other public spaces. This program is intended to guide the necessary work over any given 3-year period.

The basic approach to tree pruning is to do as little as possible; that is, to confine pruning operations to only that necessary for public safety and tree health. Emergencies will always occur but are unpredictable.

All pruning should have a purpose. Without a legitimate need, no pruning should occur. Pre-pruning inspections should identify the needs for removal, clearance, structural connection, crown reduction, crown thinning, etc.

The practice of thinning the crowns of trees is to be discouraged. Only dead, diseased, broken limbs, or water sprouts should be removed. Excessive thinning leads to poor structure, sunscald, suckering, and early limb failure.

Crown reduction and thinning should always be performed by drop crotching. Tip pruning, particularly with chain saws, is not allowed.

4. PRUNING STANDARDS

A. Definitions

Branch Collar - Wood tissue ridges that form around the base of a branch between the trunk and the branch.

Callus - New growth made by the cambium layer around a wound.

Cambium Layer - The growth point between the bark and sapwood.

Closure - Refers to the roll of the callus growth around the wound area.

Crown Raising - The removal of lower branches for under clearance. On palms, the removal of dead and drooping fronds.

Cut - The exposed wood area that remains after the branch has been removed.

Cut Back/Drop Crotch - Specified reduction of the overall size of a tree or individual branches, but may include the overall reduction of the sides, as well as the top of the tree.

Dormant - A condition of non-active growth. Deciduous trees are considered to be dormant from the time the leaves fall until new foliage begins to appear.

Girdling Roots - Located above or below ground level, roots whose circular growth around the base of the trunk or over the individual roots applies pressure to the bark area, thereby choking or restricting the flow of nutrients.

Pollarding - The practice of cutting branches to stubs in order to create a geometric shape or to reduce the overall size of the tree.

Precut or Precutting - The removal of the branch at least 12 inches beyond the finished cut, to prevent splitting into the trunk or branch.

Pruning - The removal of dead, dying, diseased, live, interfering, objectionable, and weak tree branches in a scientific manner.

Sap Flow - The definite course assumed by sap in its movement through the tree.

Scars or Injuries - Natural or manmade lesions on the bark in which wood is exposed.

Shoulder Cut - The final cut, immediately beyond the branch bark ridges and preserving the branch color.

Suckers - The abnormal growth of small branches that usually do not follow the general pattern of the tree.

Thinning Out - The removal of live branches to reduce wind resistance and to create more space.

Topiary - The practice of pruning small trees to defined shapes, usually geometric, and maintaining the shape by frequent shearing.

Topping - Pruning a tree to reduce its overall size by pollarding. This practice results in abnormal tree structure, prolific suckering and weak structure. Topping is not allowed.

Certified Arborist - A person who can verify certification as an arborist by the International Society of Arboriculture (ISA), or an approved equal.

B. General Specifications for Tree Pruning

(1) General

The Standards of Pruning for Certified Arborists prepared by the certification committee of the Western Chapter of the ISA are the basic standards applied to the work of this contract.

Prune trees to select and develop permanent scaffold branches that are smaller in diameter than the trunk or branch to which they are attached, which have vertical spacing of 18 inches to 48 inches and radial orientation, so as not to overlay one another, to eliminate diseased or damaged growth within space limitations, to maintain a natural appearance, and to balance crown with roots. In no case shall trees be topped or tip pruned unless approved in writing by the City's authorized representative.

All cuts shall be made sufficiently close to the trunk or parent limb without cutting into the branch collar or leaving a protruding stub, so that closure can readily start under normal conditions. Clean cuts shall be made at all times.

Contractor shall clear trees of sprout or sucker growth to a minimum height of eight (8) feet above ground level. Contractor shall also remove all vines entwined in trees and tree trunks. Vine tendrils shall be removed without injury to the tree.

Contractor shall clear all branches and foliage within ten (10) feet of primary electrical lines. All persons performing such work must be trained to do so according to the current Electrical Safety Orders of the State of California and must be ISA Certified for Utility Pruning.

Contractor shall clear all branches that interfere with secondary electric, telephone, cable, and other utility lines within one (1) foot of such lines wherever feasible.

(2) Removal of Laterals

Shoulder Cuts - The final cut in removing a lateral branch should be immediately beyond the branch bark ridges, preserving the branch collar. Contractor shall not make stub cuts.

Triple Cuts - For any branch too large to be held while being cut, remove by means of the following cuts:

- a) Pre-cut the branch by under cutting 4-10 inches beyond the base to prevent splitting or peeling.
- b) Cut off the branch beyond the undercut where necessary. To prevent property damage, branches shall be lowered to the ground by ropes and/or proper equipment.
- c) Remove the remaining stub via a shoulder cut.

C. Removal of Terminals (Tip Thinning & Drop Crotching)

(1) Thinning

"Lace out" terminal portions of branches by cutting terminals back to laterals. (The basal diameter of the remaining lateral should be at least 1/3 the diameter of the terminal being removed.) Remove numerous small terminals and laterals rather than taking out a few large ones. Retain inner lateral branches and leave some distribution of foliage along branch. Avoid "lion's-tailing."

(2) Size reduction

To take out portions of the crown for reducing height, remove terminals back to laterals. Each lateral should be suitably situated to serve as the new terminal, thus establishing the crown at a lower level. No more than 25 percent of live wood shall be removed from the crown of any tree. The basal diameter of a lateral should be at least 3/4 the basal diameter of the terminal being removed. (Laterals smaller than this cannot function effectively as new terminals, and the effect is then similar to a stub cut). No live, healthy limb in excess of six (6) inches diameter shall be cut without City approval.

(3) General Hazards

Branches that pose a threat to the health, safety, and welfare of the general public shall be removed. In addition, branches that disrupt the aesthetic or general integrity of the tree shall be removed. Kinds of branches to be removed:

- (a) Obstructing branches: Clear walks, traffic ways, buildings, signs, and other manmade structures. Clear other trees, plants, as needed. Clearance as shown below:

Streets and Parks	Railroad Right-of-Way
Above traffic ways - 14 feet	Above tracks – 30 feet
Above walkways - 9 feet	From nearest rail – 15 feet
From signs, buildings, etc - 5 feet.	

- (b) Dead, broken, diseased, or weak branches, of 2-inch diameter or larger. (Also, stubs left by previous pruners).
- (c) Crossing branches. This includes potentially crossing branches, also upright shoots (water sprouts) vigorous, and interior-directed branches.

(d) Narrow crotch-angle branches. For most kinds of trees, branches with a crotch angle narrower than 30 degrees should be removed.

(e) Parallel branches. Branches less than a foot apart, which run parallel for several feet, may eventually damage each other. The less desirable one should be removed.

(f) Wind-breakage risks. Crowns that are too high and/or too dense should be thinned and sometimes lowered to suitable laterals. Reducing wind resistance by thinning out many small branches is safer and better for the tree than taking out several large branches.

(g) Branches which disrupt tree form. Excessively vigorous branches, or those which run against the general branching pattern, should be trimmed for better balance and shape. (This does not mean the tree must be made perfectly symmetrical: asymmetry, as such, can be both attractive and safe.)

(h) All root suckers shall be removed immediately by "pinching." String trimmers shall not be used.

(i) Should the Contractor discover an infestation or disease on any tree, he shall immediately stop work on that tree and notify the City. The City will provide direction concerning further work on any such tree.

On trees known to be diseased, tools are to be disinfected with Physan solution or Clorox solution after each cut and between trees where there is known to be a danger of transmitting the disease on tools. The solution shall also be sprayed on the cut once it has been made.

(4) Unacceptable Work

(1) Cutting back of all growing tips, usually referred to as topping, pollarding, or hat racking.

(2) Topiary trimming and topping.

(3) Flush cutting (removing the branch collars and branch bark ridge).

(4) Stub cutting, where branch removal results in a remaining protrusion of more than 3 inch beyond the zone of branch collar and branch bark ridge.

(5) Removal of a healthy main leader for reasons other than power line clearance.

(6) Use of chainsaws on any limb less than 4-inches in diameter.

(7) Use of dull tools.

E. Pruning

(1) Young Tree Pruning

Lower branches shall remain in a "tipped back" or pinched condition, leaving as much foliage as possible to promote caliper trunk growth. Stripping of the lower branches will not be allowed. Lower branches shall be cut flush with the trunk only when the tree is able to stand without support. A central leader shall be encouraged.

(2) Evergreen Tree Pruning

Evergreen trees (trees that are not deciduous) can be pruned or thinned at any time when necessary. Pruning shall be performed for appearance and safety. All dead or broken branches shall be removed. For safety reasons, remove any part that may become a hazard by falling.

(a) Deodar Cedars and Pines

Deodar Cedars and Pines shall not be pruned except as corrective or preventative maintenance. No pruning shall be done from May through November. Removal of lower branches for turf maintenance is allowable.

(b) Eucalyptus Tree Pruning

Newly planted Eucalyptus trees shall be thinned (not topped) 50 percent once a year to increase trunk caliper.

(c) Deciduous Tree Pruning

The pruning of deciduous trees shall be done during the dormant season. Blooming deciduous trees will be pruned after blooming.

(d) Palm Pruning

All dead fronds and parts thereof, including stubs shall be removed along the entire length of the trunk of each palm together with any ivy or vines leaving a clean, unsheathed appearance from the base to (see table) inches from the remaining green fronds at the top of the tree. All removed fronds and fruit clusters shall be cut flush with the trunk without cutting into the trunk itself. Remove fronds to approximate horizontal.

Palms with 8 feet or less of brown trunk shall be trimmed, but not slicked. Trachycarpus (windmill) palms shall be trimmed, but not slicked.

Palm Species	Sheathed Crown
Arcontophoenix	None
Arecastrum (Cocos)	None
Phoenix	48" to 60" (symmetrical appearance)
Trachycarpus	None
Washingtonia	36"

- i. Only full green fronds shall remain at the crown and precaution shall be taken so that no live fronds are partially cut and left in the tree.
- ii. Fronds shall be removed up to, but not greater than, the petiole angle of 15 degrees above horizontal.

F. Railroad Right-Of-Way Trees

Pruning shall be limited to clearance and corrective maintenance. Most trees will not require pruning.

G. Sidewalk Damage

The Contractor will not be liable for existing broken and/or raised sidewalks. The Contractor will be responsible for replacement of sidewalks negligently damaged by its operations.

5. TREE STAKES

A. Tree Stake Maintenance and Removal

Tree stakes on established trees shall be removed. Tree stakes and ties on young trees shall be checked and adjusted. No additional payment will be made for this work.

6. TREE REMOVAL

A. Marking

The Director will mark trees to be removed in advance of scheduled work. Should the Contractor discover any tree that, in his opinion, is dead, diseased, or hazardous and should be removed in the interest of public safety, he shall notify the Director. The Director will make the final decision regarding removal.

B. Removal

Trees to be removed shall be removed in their entirety, including stump to 12-inches below ground surface. The remaining ground surface shall be left smooth and level and shall not present a trip/fall hazard.

APPENDIX 1

FACILITIES DESCRIPTIONS

These facilities descriptions provide an overview and a better understanding of the various City facilities that shall be maintained by Contractor. Descriptions and quantities do not necessarily reflect actual field condition or size. The City makes no assurance that these descriptions are accurate.

PARK AREAS

- 1) **JANE ADDAMS PARK** (School Site) 15114 Firmona Avenue - Park consists of six (6) sections for a total of approximately 4.14 acres of developed landscaped areas. The park contains: two (2) baseball fields, one T-Ball field, one snack stand with restrooms, recreational building with restrooms, children's play area, tiny tot play area, wading pool, basketball court, horseshoe pits, picnic areas, walks and parking lot.
- 2) **ROGERS/ANDERSON PARK** (School Site) - 4161 West Manhattan Beach Boulevard - Consists of approximately 7.7 acres of developed landscape areas. The park contains: two (2) baseball fields, children's play area, picnic areas, walkways and parking lot.
- 3) **WILLIAM GREEN PARK** (School Site) 4558 West 168th Street - Consists of approximately 4.42 acres of developed landscape area. The park contains: children's play area, picnic areas, recreational building with restrooms and parking lot.
- 4) **FRANK HOGAN PARK** - 4045 West 167th Street – Current Park consists of approximately 0.047 acres of developed landscape area including children's play area and walkways. The future layout includes staff office and restrooms.
- 5) **CHARLES B. HOPPER PARK** - 4418 W. 162nd Street – Park consists of approximately 0.75 acres with winding sidewalks, playground equipment for children, climbing boulder, covered café tables and picnic benches, checkers/chess tables and public restrooms.
- 6) **LARRY R. RUDOLPH PARK** - 14725 Larch Avenue (at the S.W. corner of Larch & 147th St.) The park is 1.5 acres featuring a community gathering space with shade areas, picnic tables, an amphitheater and restrooms. The large playground is cut by an artificial stream decorated with hand-made mosaics which flows into a sand pit featuring a climbing structure and umbrella shade structures. Additional features include a grassy lawn and native drought tolerant landscaping.
- 7) **McKENZIE COMMUNITY GARDENS** - 4324 160th Street - Park consists of approximately 0.057 acres of garden plots and walkway areas maintained by private citizens. Perimeter parkways to be maintained by Contractor.

NON-PARK FACILITIES

1) **CITY HALL** - 14717 Burin Avenue - The area consists of lawn areas, shrubs and trees, walkways, benches and two (2) parking lots: 147th Street Parking Lot and South City Hall Parking Lot. This parcel consists of approximately 0.44 acres.

2) **COMMUNITY CENTER** - 14700 Burin Avenue - Landscaping area consists of lawn areas, walkway, planter areas, parkway, shrubs, and trees including second level terrace planters.

3) **MUNICIPAL SERVICES DEPARTMENT FACILITY** - The area consists of lawn areas, shrubs, walkways, parkways, trees, planters, patio and two (2) parking lots: De Oro Parking Lot and Grevillea Parking Lot. Landscaping area consists of approximately 0.60 acres.

4) **PUBLIC WORKS DEPARTMENT FACILITY** - 4722 Manhattan Beach Boulevard – Two narrow parkway frontage of 8 x 206 and 4 ½' x 96' (turf trees and shrubs). Building planters totaling 500 square feet in area.

5) **SHERIFF'S STATION, LAWDALE SERVICE CENTER** - 15331 Prairie Avenue - approximately 500 square feet of developed area. The Sheriff's Service Center consists of shrubs, trees, planters, walkway, parking lot, and lawn areas.

6) **RAILROAD RIGHT-OF-WAY** - East and west side of right-of-way from 159th Street to 170th Street, and east side of right-of-way from 170th Street to Artesia Boulevard. A greenbelt park and trees.

7 & 8) **BOULEVARD MEDIANS & PARKWAYS** – Hawthorne, Inglewood & Manhattan Beach Boulevards - These areas include Hawthorne Boulevard from Rosecrans Avenue to Redondo Beach Boulevard, and Inglewood Avenue from Marine Avenue to Rosecrans Avenue and Manhattan Beach Boulevard between Inglewood Avenue and Prairie Avenue. Includes several landscaped medians with trees, shrubs, walk, and concrete medians.

APPENDIX II

CITY FACILITY LOCATIONS & MAIN BOULEVARDS/ARTERIALS

CITY HALL/FACILITIES

- City Hall - 14717 Burin Avenue
- Community Center - 14700 Burin Avenue
- Municipal Services Department Facility - 14616 Grevillea Avenue
- Public Works Department Facility - 4722 Manhattan Beach Boulevard
- Sheriff's Station, Lawndale Service Center - 15331 Prairie Avenue

SCHOOLS/PARKS

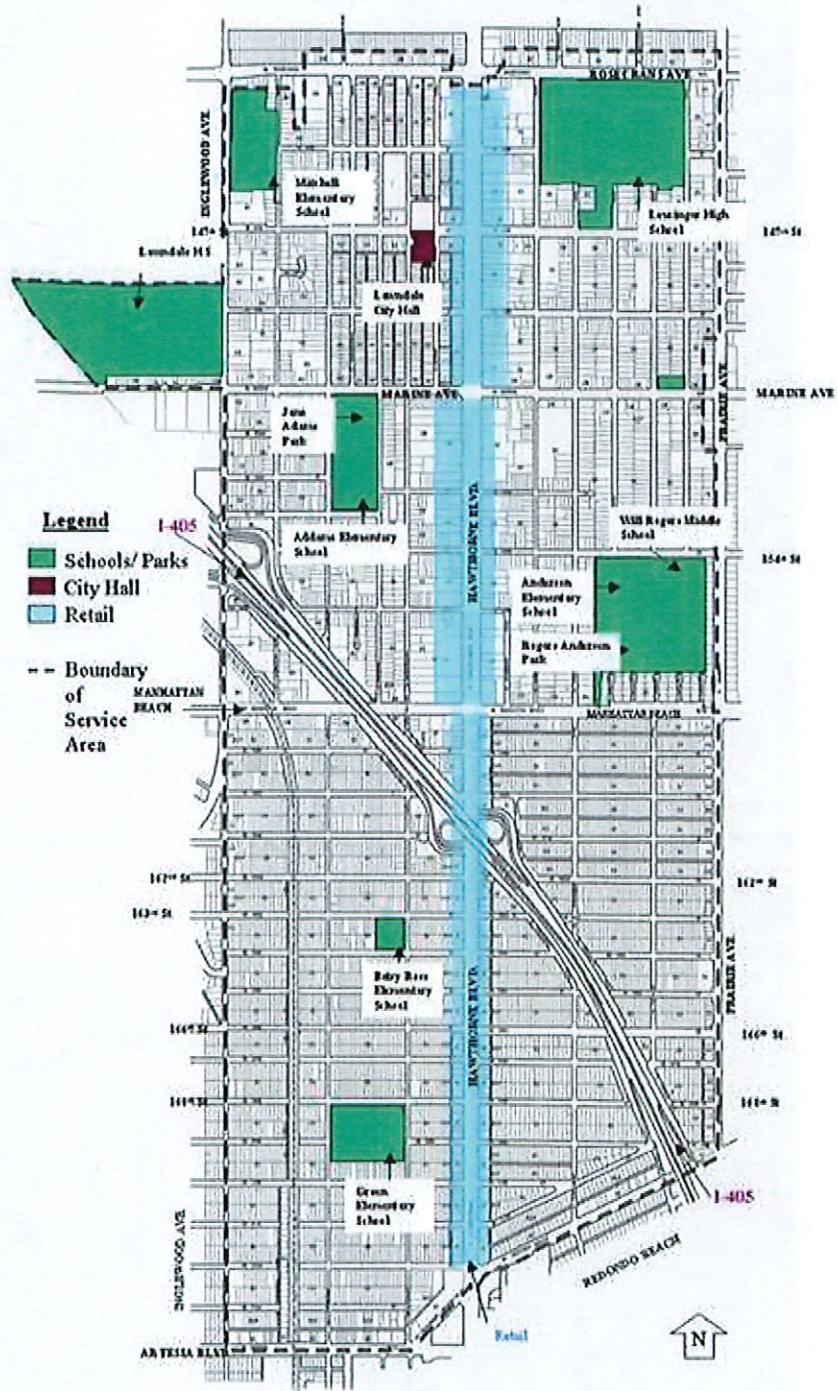
- Jane Addams Park - 15114 Firmona Avenue
- Rogers /Anderson Park - 4161 W. Manhattan Beach Boulevard
- William Green Park - 4558 W. 168th Street
- Frank Hogan Park - 4045 W. 167th Street
- Charles B. Hopper Park - 4418 W. 162nd Street
- Larry R. Rudolph Park - 14725 Larch Avenue

MAJOR BOULEVARDS & ARTERIALS

- Hawthorne Boulevard
- Marine Avenue
- Manhattan Beach Boulevard
- Rosecrans Avenue (City Northerly Limit)
- Artesia Boulevard (City Southerly Limit)
- Redondo Beach Boulevard (City Southerly Limit)
- Inglewood Avenue (City Westerly Limit)
- Prairie Avenue (City Easterly Limit)

APPENDIX III

CITY OF LAWNSDALE AREA MAP



APPENDIX IV

LANDSCAPE MAINTENANCE SERVICES

City of Lawndale

Parks Inspection Checklist 2022

Month _____
 DAYS _____

Location:	Days of Service	Areas of Inspection	M	T	W	TH	F	Sat	Sun
Jane Addams Park	M-S	1. Recreation Turf							
	M-S	2. Bathrooms							
	M-F	3. Ball Fields							
	M-F	4. Play areas, sand areas							
	M-F	5. Play equipment							
	M-F	6. Picnic Tables & Benches							
	M-F	7. Bleachers & Player Benches							
Rogers/Anderson Park	M-S	1. Recreation Turf							
	M-S	2. Bathrooms							
	M-F	3. Ball Fields							
	M-F	4. Play areas, sand areas							
	M-F	5. Play equipment							
	M-F	6. Picnic Tables & Benches							
	5 Days / Wk	7. Drinking Fountains							
	M-F	8. Bleachers & Player Benches							
William Green Park	M-S	1. Recreation Turf							
	M-S	2. Bathrooms							
	M-F	3. Ball Fields							
	M-F	4. Play areas, sand areas							
	M-F	5. Play equipment							
	M-F	6. Picnic Tables & Benches							
	5 Days / Wk	7. Drinking Fountains							
	M-F	8. Bleachers & Player Benches							
Hogan Park	M-S	1. Recreation Turf							
	M-F	2. Play areas, sand areas							
	M-F	3. Play equipment							
	M-F	4. Picnic Tables & Benches							
	M-F	5. Bathrooms							
	5 Days / Wk	6. Drinking Fountains							
Hopper Park	M-S	1. Recreation Turf							
	M-S	2. Bathrooms 2x per day							
	M-F	3. Play areas, sand areas							
	M-F	4. Play equipment							
	M-F	5. Picnic Tables & Benches							
	5 Days / Wk	6. Drinking Fountains							
Rudolph Park	M-S	1. Recreation Turf							
	M-F	2. Trash Receptacles							
	M-F	3. Weed Abatement							
	M-F	4. Bathrooms							
	M-F	5. Play areas, sand areas							
	M-F	6. Picnic Tables & Benches							
	5 Days/Wk	7. Drinking Fountains							
RR Tracks / Condon Ave		1. Turf Maintenance							
		2. Trash Pick-Up							

Location:	Days of Service	Areas of Inspection	M	T	W	TH	F	Sat	Sun
Community Center		1. Weed Abatement							
Manhattan Beach Blvd.		1. Weed Abatement							
Hawthorne Blvd.		1. Weed Abatement							
		2. Turf Maintenance							
		3. Trash Pick Up							
Municipal Services Dept.		1. Weed Abatement							
		2. Turf Maintenance							
City Hall		1. Weed Abatement							
		2. Turf Maintenance							
		3. Trash Recepticles							
Inglewood Ave. Center Median		1. Weed Abatement							
		2. Trash Pick-Up							
		3. Irrigation							
		4. Landscaping							
• Needs Work									
Legend:			Contractor's Representative (print name & signature)						
	√ Okay		City Review & Date						

APPENDIX V

RAILROAD ROW TREE INVENTORY

West Side

• Pinus canariensis	Canary Island Pine	2
• Pinus halepensis	Aleppo Pine	195
• Cypress		2
• Myoporia		5
• Palms		2

East Side

• Phoenix canariensis	Canary Island Palm	1
• Pinus halepensis	Aleppo Pine	137
• Ficus		60
• Myoporia		<u>95</u>

TOTAL		499
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ATTACHMENT 2

**FIRST AMENDMENT TO CONTRACT SERVICES AGREEMENT
FOR LANDSCAPE MAINTENANCE AND TREE TRIMMING SERVICES**

This FIRST AMENDMENT TO CONTRACT SERVICES AGREEMENT (the "First Amendment") is made and entered into this 16th day of June, 2025, by and between the CITY OF LAWNSDALE, a municipal corporation (herein "City") and Mariposa Landscapes, Inc., a California corporation (herein "Contractor").

RECITALS

WHEREAS, City and Consultant entered into that certain Agreement entitled "Contract Services Agreement for Landscape Maintenance and Tree Trimming Services" (the "Agreement") on or about June 6, 2022, and

AMENDMENT

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

Section 1. Section 2.0 of the Agreement entitled "Compensation", is amended to increase the contract sum by twenty-nine thousand six hundred five dollars and fourteen cents (\$29,605.14) for a total maximum contract sum in the amount of three million seven hundred thirty-two thousand nine hundred eighty-nine dollars and sixty-seven cents (3,732,989.67).

Section 2. Section 3.0 of the Agreement entitled "Term", is amended to extend the term of the Contract services dated to no later than June 30, 2026.

MISCELLANEOUS PROVISIONS

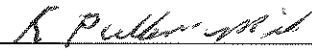
1. Other Terms Unchanged. Subject to the foregoing amendments, the remainder of the terms in the Agreement will remain the same and are hereby ratified.
2. Authority to Execute. Each party represents and warrants that all necessary action has been taken by such party to authorize the undersigned to execute this First Amendment and to bind the parties to the performance of its obligations.
3. Counterparts, Facsimile or other Electronic Signatures. This First Amendment may be executed in several counterparts, each of which will be deemed an original, and all of which, when taken together, constitute one and the same instrument. The First Amendment will be considered executed when the signature of a party is delivered by facsimile or other electronic transmission. Such facsimile or other electronic signature will have the same effect as an original signature.

Severability. If any term, condition or covenant of this First Amendment is declared or determined by any court of competent jurisdiction to be invalid, void or unenforceable, the remaining provisions of this

First Amendment will not be affected and the First Amendment will be read and construed without the invalid, void or unenforceable provision.

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

CITY:



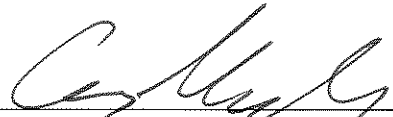
Robert Pullen-Miles, Mayor

ATTEST:



Erica Harbison, City Clerk

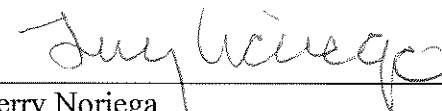
APPROVED AS TO FORM:
Burke, Williams & Sorensen, LLP




Gregory M. Murphy, City Attorney

CONSULTANT:

Mariposa Landscapes, Inc.
A California Corporation

By: 

Terry Noriega
President

By: 

Antonio Valenzuela
Secretary

Address: 6232 Santos Diaz Street
Irwindale, CA 91702

ATTACHMENT 3

**SECOND AMENDMENT TO CONTRACT SERVICES AGREEMENT
FOR LANDSCAPE MAINTENANCE AND TREE TRIMMING SERVICES**

This SECOND AMENDMENT TO CONTRACT SERVICES AGREEMENT (the "Second Amendment") is made and entered into this 18th day of May, 2026, by and between the CITY OF LAWNSDALE, a municipal corporation (herein "City") and Mariposa Landscapes, Inc., a California corporation (herein "Contractor").

RECITALS

WHEREAS, City and Consultant entered into that certain Agreement entitled "Contract Services Agreement for Landscape Maintenance and Tree Trimming Services" (the "Agreement") on or about June 6, 2022, and

AMENDMENT

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

Section 1. Section 2.0 of the Agreement entitled "Compensation", is amended to increase the contract sum by thirty-three thousand four hundred seventy-six dollars and seventy-three cents (\$33,476.73) for a total maximum contract sum in the amount of three million seven hundred sixty-six thousand four hundred sixty-six dollars and forty cents (3,766,466.40).

Section 2. Section 3.0 of the Agreement entitled "Term", is amended to extend the term of the Contract services dated to no later than June 30, 2027.

MISCELLANEOUS PROVISIONS

1. Other Terms Unchanged. Subject to the foregoing amendments, the remainder of the terms in the Agreement will remain the same and are hereby ratified.

2. Authority to Execute. Each party represents and warrants that all necessary action has been taken by such party to authorize the undersigned to execute this Second Amendment and to bind the parties to the performance of its obligations.

3. Counterparts, Facsimile or other Electronic Signatures. This Second Amendment may be executed in several counterparts, each of which will be deemed an original, and all of which, when taken together, constitute one and the same instrument. The Second Amendment will be considered executed when the signature of a party is delivered by facsimile or other electronic transmission. Such facsimile or other electronic signature will have the same effect as an original signature.

Severability. If any term, condition or covenant of this Second Amendment is declared or determined by any court of competent jurisdiction to be invalid, void or unenforceable, the remaining provisions of

this Second Amendment will not be affected and the Second Amendment will be read and construed without the invalid, void or unenforceable provision.

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

CITY:

Robert Pullen-Miles, Mayor

ATTEST:

Erica Harbison, City Clerk

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

Gregory M. Murphy, City Attorney

CONSULTANT:
Mariposa Landscapes, Inc.
A California Corporation

By: _____
Terry Noriega
President

By: _____
Antonio Valenzuela
Secretary

Address: 6232 Santos Diaz Street
Irwindale, CA 91702



CITY OF LAWNDALE

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

DATE: May 18, 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.